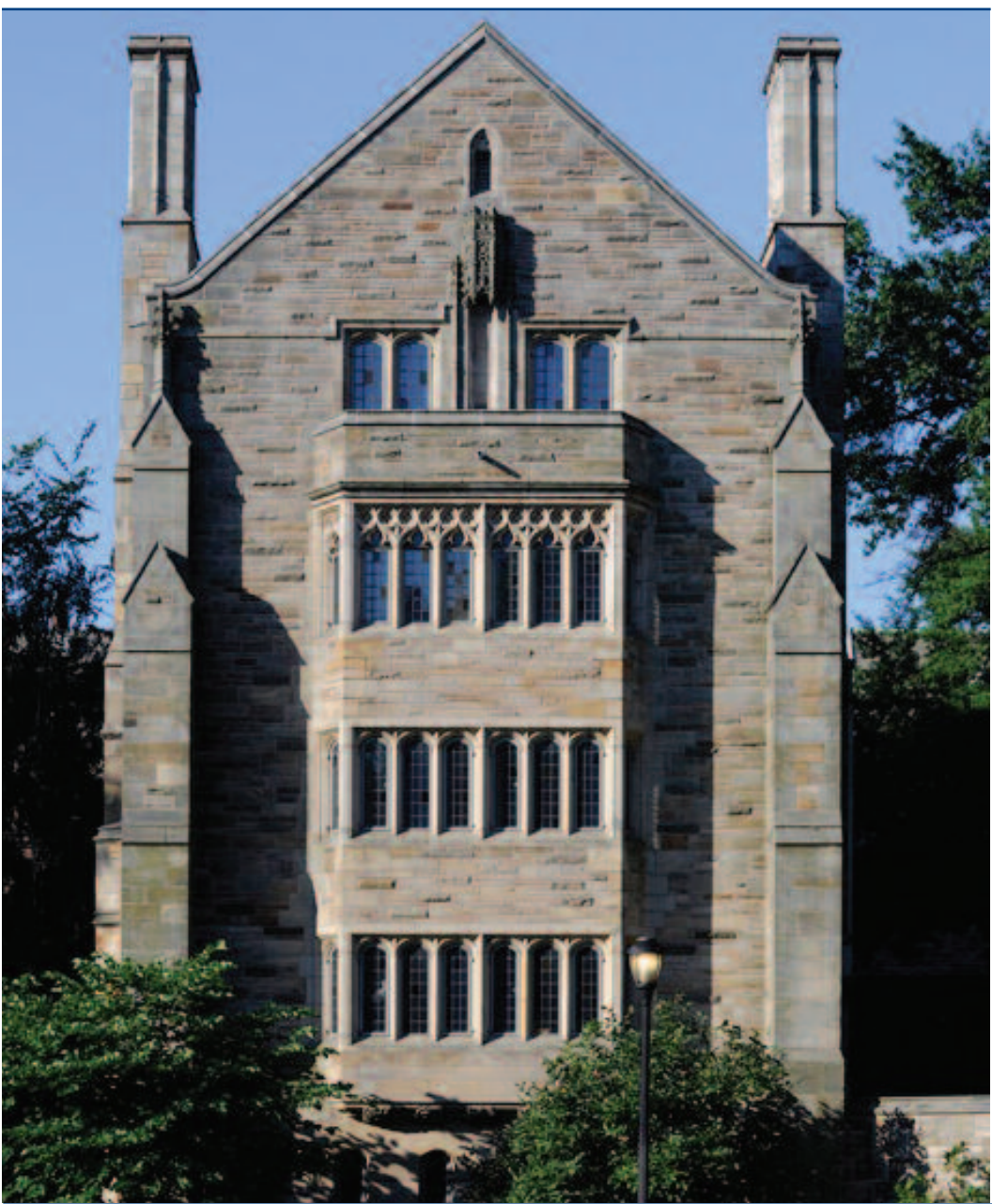


# YALE SUMMER SESSION



*2016 Summer Student Handbook*

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# YALE SUMMER SESSION

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2016

# STUDENT HANDBOOK

*The closing date for material in the Yale Summer Session 2016 handbook was March 15, 2016.  
All information, including costs, is subject to change.*

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**SUMMER 2016 PHONE DIRECTORY****EMERGENCY****911**

(203) 432-4400

**FROM CAMPUS PHONES OR CELL PHONES**Yale Police (*routine*)

(203) 432-4400

Yale Health Center

(203) 432-0123

**SUMMER SESSION OFFICE**

(203) 432-2430

P.O. Box 208355

Fax (203) 432-2434

New Haven, CT 06520-8355

[www.summer.session@yale.edu](http://www.summer.session@yale.edu)

Address for UPS / FedEx:

55 Whitney Avenue, Suite 420

New Haven, CT 06510

*Dean:* Jeanne Follansbee

(203) 432-2430

*Director:* Meg Palladino

(203) 432-2430

*Business Manager:* James Brennan

(203) 436-9028

*Director, Yale Summer Sciences and Math:* Robert J. Zinn

(203) 432-3017

*Head of Summer Colleges:* Joel Silverman*Residential Director, office:* Brooke Lamell*Residential Director, Berkeley College:* Adrian Kimmok*Residential Director, Calhoun College:* Anthony Jasper*Residential Director, Saybrook College:* Erin Ryan*Summer Housing Manager:* Kelsey Grote**RESIDENTIAL COLLEGES 2016:****Berkeley, Saybrook, and Calhoun Colleges****SUMMER HOUSING OFFICE**

Berkeley College, Rm H13

(203) 436- 8877

205 Elm St.

*Office Hours:* Monday – Friday 8:30 am – 5:00 pm.**DINING SERVICES**

Morse College

(203) 432-0443

Calhoun College

(203) 432-0425

**INFORMATION**

Yale Telephone Directory Information

(203) 432-4771

Visitor Information, 149 Elm Street

(203) 432-2300

Lost and Found Center

(203) 785-5555

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## PART I

### YALE INFORMATION

#### ART GALLERIES & MUSEUMS

##### YALE UNIVERSITY ART GALLERY

*Location:* 1111 Chapel St.  
*Web Site:* [www.artgallery.yale.edu](http://www.artgallery.yale.edu)  
*Admission:* Free

The Yale University Art Gallery is located at 1111 Chapel Street at York Street. Since its founding in 1832, when John Trumbull gave more than 100 of his paintings to Yale, the Art Gallery's collections have grown to number over 200,000 objects from around the world dating from ancient times to the present day. Among the highlights are masterpieces by Van Gogh, Manet, Monet, Picasso, Hopper, Homer, Eakins, and many contemporary artists, as well as notable collections of Etruscan and Greek vases, early Italian paintings, and Asian art. The Art Gallery's American paintings and decorative arts collections are among the finest in the world.

##### YALE CENTER FOR BRITISH ART

*Location:* 1080 Chapel St. (corner of High St.)  
*Web Site:* [www.britishart.yale.edu](http://www.britishart.yale.edu)  
*Admission:* Free

The Yale Center for British Art houses the most comprehensive collection of English paintings, prints, drawings, rare books, and sculpture outside Great Britain. Given to Yale by Paul Mellon, class of 1929, the Center's resources illustrate British life and culture from the 16th century to the present. The Center's collection includes more than 2,000 paintings, 20,000 drawings, 30,000 prints, 35,000 rare books, 30,000 volumes in the Reference Library and a 200,000-document photo archive. The Reference Library and Study Room are open Tuesday through Friday, 10.00 a.m. to 4:30 p.m. The collection is housed in the last building designed by the American architect Louis I. Kahn (1901-1974).

##### PEABODY MUSEUM OF NATURAL HISTORY

*Location:* 170 Whitney Ave.  
*Web site:* [www.peabody.yale.edu](http://www.peabody.yale.edu)  
*Admission:* Free to Yale faculty and students with ID  
Free on Thursdays from 2-5 p.m. (during months of Sept. – June)  
\$13.00 adults, \$6.00 children 3-18 (as well as non-Yale college students with ID),  
\$9.00 seniors (65+)

Between 1870 and 1873 Othniel Charles Marsh, the nephew of wealthy international financier George Peabody (1795-1869), led four expeditions of Yale students into the wild American West in search of fossils. His most famous finds are the dinosaurs he named including Apatosaurus, Stegosaurus, and Triceratops. The original fossil skeleton of Apatosaurus, discovered by Marsh, today dominates the museum's Great Hall. Also on view are exhibits on Ancient Egypt, the Indians of the Great Plains, Pacific cultures, Mexico, and Peru. The Bird

Hall contains specimens representing most species of birds found in Connecticut. Other exhibits are devoted to minerals, extinct species of North American flora and fauna, and meteorites. An outstanding feature of the Museum is its eleven dioramas, each a unique blend of art and science, that offer an exquisite vision of the natural world.

## CENTER FOR TEACHING AND LEARNING

A center of coordination and resources for the more than fifty languages taught at Yale, the CLS (formerly the language lab) provides leadership and support for pedagogical innovation, professional development (including workshops and informal seminars offered in collaboration with language programs), and implementation of new methodologies in language instruction and learning.

The CLS is also a source for a vast range of technological services, guidance, and assistance, such as technology-equipped classrooms, foreign language computing labs, multimedia materials development, and audio/video distribution. The focus of the CLS is not only on providing technological resources, but on ensuring that these resources are well supported and efficiently integrated into the overall language learning experience.

*Location:* 370 Temple St.  
*Phone:* (203) 432-8196  
*Web site:* [wwwctl.yale.edu/language-study](http://wwwctl.yale.edu/language-study)

## COMMUNITY SERVICE AT DWIGHT HALL

Many Dwight Hall programs run through the summer and need volunteers to help in a variety of ways such as tutoring Hispanic youth and Asian immigrants, providing recreation and group activities for inner city youths, voter registration, tutoring adults in basic education, serving meals at soup kitchens, or volunteering at Saint Raphael's or Yale-New Haven Hospital.

In addition to the Summer Internships, many Dwight Hall programs run through the summer and need volunteers to help in a variety of ways such as tutoring Hispanic youth and Asian immigrants, providing recreation and group activities for inner city youths, voter registration, tutoring adults in basic education, serving meals at soup kitchens, or volunteering at Saint Raphael's or Yale-New Haven Hospital.

For more information about all the volunteer opportunities, visit Dwight Hall on the Old Campus, [www.dwighthall.org](http://www.dwighthall.org), or call (203) 432-2420.

## COMPUTING

### ON-CAMPUS COMPUTING FACILITIES

Academic Media & Technology operates approximately twenty computing facilities on campus. These include a computer room in each residential college as well as larger facilities in Phelps Hall, Connecticut Hall, Bass Library, Dunham Laboratory, and Sterling Chemistry Laboratory. These computing facilities offer convenient places to access e-mail and the Internet. They also have special hardware and software (such as color laser

printers, scanners, and digital imaging software). The major facilities are staffed by Student Techs (STS), who can answer questions and help with problems. In addition, Academic Media & Technology provides e-mail kiosks throughout the campus for quick access to e-mail and the Internet. For more information about Yale's general-access computer clusters, see [www.yale.edu/its/media/computing](http://www.yale.edu/its/media/computing). Standard cluster computers require your Yale NetID and password.

### **RESIDENTIAL COLLEGE COMPUTER ROOMS**

There are small computer rooms in the residential colleges. Access to these facilities is restricted to those living on campus. A student tech will be available during evening hours in one of the three summer college computer rooms to assist you with computing problems.

### **EMAIL**

Yale does not provide email accounts to visiting students enrolled in summer courses. You can connect to your web-based email using your laptop other electronic device, or any Yale computer.

### **NETID**

The YSS office will send admitted students email messages containing their Yale NetID, activation PIN and instructions. You will need to activate your NetID in order to access important information online before Summer Session begins.

### **PERSONAL COMPUTERS**

Students with personal computers can connect to Yale's network from their rooms, using in-room Ethernet connections, or from various locations around campus by means of wired and wireless networks. Information about connecting to Yale's network can be found at [www.yale.edu/its/stc](http://www.yale.edu/its/stc).

### **WIRELESS COMPUTING**

Many public areas on campus, including dining halls, libraries, and residential college courtyards, offer wireless Internet access to computers with 802.11b/g-compatible compatible adapters. All residential college and Old Campus dormitory rooms have wireless access. For information about wireless recommendations, see [www.its.yale.edu](http://www.its.yale.edu).

### **USING YOUR COMPUTER OFF-CAMPUS**

There are several options available for connecting to Yale computing services and the Internet. Please visit the ITS web page here to learn more about these options [www.its.yale.edu/help](http://www.its.yale.edu/help)

### **PRINTING AT COMPUTER CLUSTERS**

Black and white laser printing, color printing, and copying is available in campus computing facilities at 10 cents per page (black and white). Printing instructions are available in each facility. Each person with a NetID has a printing account, and funds must be added to this account prior to printing. Funds can be added in person by cash or check, or online by credit card. To activate your printing account and learn how to add funds, see [www.ypps.yale.edu](http://www.ypps.yale.edu).



Students living off-campus may take advantage of the self-service printing offered at one of the several copy and print shops near campus:

- DocuPrint, 27 Whitney Avenue (203) 776-6000
- Tyco, 262 Elm Street at Broadway (203) 777-8926

### UNIVERSITY POLICIES FOR COMPUTER USAGE

All students are required to abide by the University's policies for computer usage. These policies can be found on line at [www.yale.edu/its/policy](http://www.yale.edu/its/policy).

## YALE DINING SERVICES

Meals will be served every day on a contract or cash basis in the Dining Halls of the operating Summer Session Residential Colleges.

### MEAL HOURS

#### Monday – Friday

Breakfast 7:30 a.m. – 10:30 a.m.

Lunch 11:30 a.m. – 2:00 p.m.

Dinner 5 p.m. – 7:30 p.m.

#### Saturday & Sunday

Continental Breakfast 8:00 – 10:30

Brunch 11:00 – 1:30

Dinner 5:00 – 7:00

### MEAL CONTRACTS

Students living on campus are required to have a full 21-meal per week contract, which provides breakfast, lunch (or brunch) and dinner seven days a week.

Students residing off campus may purchase meals individually with cash at the door, or purchase a meal contract (with check or cash, no credit cards) at the Yale Dining Office, 246 Church St., (203) 432-0400.

Students holding meal contracts must present their ID card to the Dining Hall desk attendant at each meal. If a student loses his or her ID, a temporary 3-day meal card will be issued so that the student can receive meals while making arrangements for the ID to be replaced (see "Identification Cards" for instructions on replacing lost ID cards).

### GUEST RATES

Those who do not have a meal contract may purchase individual meals in Calhoun and Berkeley Dining Halls. Below are listed the current rates, which are subject to change:

Breakfast	\$ 7.50
Lunch	\$ 11.00
Dinner	\$ 15.00

### VEGETARIAN/KOSHER OPTIONS

Yale Dining can provide pre-packaged kosher meals to students who make arrangements in advance. Yale Dining can also provide options for vegetarians. Please contact Yale Dining at (203) 432-0400

## YALE RESOURCE OFFICE ON DISABILITIES

The Resource Office on Disabilities coordinates accommodations and services for students with disabilities and provides general information about campus-wide access for persons with disabilities. If you are a student with a disability, contacting the Resource Office on Disabilities is a required first step in the process of obtaining disability-related accommodations. Early planning is critical. Therefore, we ask that students who need accommodations contact the Resource Office immediately upon admission to Yale Summer Session. Services include (but are not limited to) classroom and special testing accommodations, visual materials in alternative formats, loans of special equipment and, when necessary, special housing arrangements.

Registration with the Resource Office is confidential. An appointment is advised

*Hours:* Monday through Friday 8:30 a.m. to 4:30 p.m.  
*Campus Address:* 35 Broadway (rear entrance), Room 222  
*Telephone:* (203) 432-2324  
*TTY/TDD:* (203) 432-8250  
*Web:* [www.yale.edu/rod](http://www.yale.edu/rod)  
*Mail:* Yale Resource Office on Disabilities  
 P.O. 208305  
 New Haven, CT 06520-8305

## SECURITY AT YALE

**EMERGENCY:** dial **911** on Yale phones      **ROUTINE:** (203) 432-4400  
 University Security Programs: (203) 785-5555

**IMPORTANT NOTE FOR CELL PHONES:** You should program the Police number **911** into your phone for emergencies.

The Yale Police Department has 87 sworn police officers with full powers of law enforcement and arrest. Our officers are armed and patrol the campus on foot, by motorcycles, on mountain bikes, and in cars equipped with computers and radio communications systems. Yale Police personnel work closely with local, state, and federal police agencies, including the FBI, Secret Service, and Department of Justice, on campus events, regional law enforcement matters, training, and significant investigations concerning the campus community. If minor offenses involving University rules and regulations are committed by a Yale student, the police may also refer the individual to the Yale College Dean's Office or other academic officials.

Headquarters is located at Rose Center, 101 Ashmun Street.

The Yale Police patrol all campus areas with a primary concern for the personal safety of Yale students, faculty, and staff. Since Yale is located within the city of New Haven, Yale experiences the same criminal activity as the urban environment. This includes street crime incidents such as purse-snatching and robbery. For your own safety, the Yale police urge you to take the following precautions:

- Avoid walking alone, especially after dark.
- Always lock your vehicle and remove any valuables from view or lock them in the trunk.
- Get a good U-lock or sturdy cable lock for your bicycle.
- Report any questionable activity or crime right away.
- If you must carry a purse, do not place a large amount of cash or your keys inside.
- Always lock your room, even if you are leaving for a short time, and never leave valuables on a desk, dresser, or bed.
- Use the shuttle and mini-bus (see “transportation”)

### YALE SECURITY DEPARTMENT

Easily identifiable by their yellow uniform shirts, navy pants, and university patch, Yale University Security officers patrol the campus 24 hours per day and perform a variety of services, including walking escorts, safe rides, and lock-out services. They cover the entire campus, on foot, in marked patrol SUVs, on bicycles, and on three wheeled segways.

Yale Security also oversees University security systems (CCTV camera, access control, intercom, and alarm systems), including installation, service and monitoring. Security systems are monitored 24 hours a day, seven days a week in the Yale University Security Central Alarm Station. Yale Security also works closely with Yale Police to keep the campus safe.

#### Important Contact Numbers:

<b>Yale Security (general info):</b>	(203) 785-5555
<b>Lost &amp; found:</b>	(203) 432-4405
<b>Lost ID and after-hours security:</b>	(203) 785-5555
<b>Nighttime Safe Rides:</b>	(203) 432-6330
	6:00 p.m. – 6:00 a.m., 7 days a week
<b>Walking Escorts (2-WALK):</b>	(203) 432-9255

### SECURITY BLUE PHONES

Approximately 500 exterior phones are strategically located throughout the campus and are readily identified at night by blue lights located above or near them. The phones are equipped with red emergency buttons for direct connection to the University Police for police, fire, or medical emergencies and a keypad for dialing any campus number.

Use a Blue phone if you:

- Observe a potential safety hazard
- Require assistance
- Notice suspicious activity
- Feel unsafe
- Need a walking escort
- Need to request a nighttime ride

### 2-WALK

Yale employs a staff of trained Security Officers who work under the direction of

University Security Programs. Easily identified by their yellow uniform shirts, navy pants, and university patch, Security Officers perform a variety of services, including the Escort Service (call 432-9255 or 2- WALK). Security Personnel carry two-way radios and are in continuous contact with the Central Alarm Station at 4 Bristol Street.

### LOCK-OUT SERVICES

Lockout services are provided University-wide 24 hours a day, seven days a week. If you are locked out, please call our Central Alarm Station at (203) 785-5555.

- A uniformed security officer will be dispatched to your location to provide this service.
- Be prepared to provide: your name, the college in which you reside, entryway letter, room number, floor, and the last four digits of your Social Security number for verification purposes when calling the Central Station.
- You will then be instructed to wait for the officer in front of the locked door.

Should you be able to open your door prior to the officer's arrival, please call the Central Station and inform them that services are no longer needed. Between the hours of 9:00 a.m. and 5:00 p.m. on weekdays, students will be asked to contact the Housing Office to unlock their dorm rooms.

## LOST & FOUND

The Lost & Found center is located in the Yale University Police headquarters, 101 Ashmun St.

**Hours:** Monday-Friday 9:00 a.m. – 4:30 p.m.

**Telephone:** (203) 432-4405

Four other areas provide lost & found services:

- **Yale Athletics Department**  
103RTH, for any items lost at any Yale athletic facility  
Telephone: (203) 432-1420
- **Sterling Memorial Library**  
116C SML, for any items lost at Sterling Memorial Library and Cross Campus Library:  
Telephone: (203) 432-1830
- **Yale Security Central Alarm Station**  
4 Bristol Street  
Telephone: (203) 785-5555

Please note that items of value (wallets, smartphones, etc.) are forwarded to the Yale Police Department for storage: Visit the Rose Center, 101 Ashmun Street, or call (203) 432-4400.

### YALE ALERT

Yale Alert is the University's emergency notification system. If there is a condition which threatens the health and safety of persons on campus, University officials will warn the campus community through text, email, and voice messages as well as Twitter and Facebook, exterior and interior speaker systems, and the flat-screen panels around campus.

Students, keep your phone number up to date on SIS (Student Information System). This is the number that will be used as your emergency contact. This alert does not work with international telephone numbers. You must enter your local telephone number into your SIS account in order for you to be eligible to receive an SIS alert. Please also update your local number to your Yale Summer Session application account. Program the Yale Alert number into your phone: (203) 432-5830.

For more information on preparedness, visit [www.emergency.yale.edu](http://www.emergency.yale.edu).

## HEALTH SERVICES

### Yale Health Center

Located on Yale's campus, the Yale Health Center provides coverage to students registered in Summer Session and who have purchase the insurance through our office. Please be sure to bring your insurance card and present it to the receptionist during your visit.

A note about Health Insurance:

- Yale students who were enrolled in Yale College for the spring term immediately prior to the summer program in which they participate are covered through July 31.
- Visiting students who are U.S. citizens or permanent residents living on campus are required to provide evidence of hospitalization coverage through a U.S. health insurance provider.
- Any international student living on campus who is not a U.S. citizen or permanent resident will be charged an additional fee by Yale Summer Session for health insurance.
- Any student living off campus may use the Acute Care department at the Yale Health Center on a fee-for-service basis.
- **Students with special medical needs are urged to coordinate their care in advance with the YHC staff.**

### Yale Health Center

55 Lock Street, New Haven, CT 06520-8237  
(203) 432-0123 (Acute Care Department, Open 24/7)  
[www.yalehealth.yale.edu](http://www.yalehealth.yale.edu)

## OTHER HEALTH RESOURCES

### New Haven Pride Center

[www.nhglcc.org](http://www.nhglcc.org) (203) 387-2252

### Sexual Assault Crisis Services of Greater New Haven

1440 Whalley Avenue, Hotline: (203) 389-5010

### Women's Health Services

911 State Street, (203) 503-3000

## IDENTIFICATION CARDS

Visiting summer students will be issued a summer Yale ID card at registration. Yale students will continue to use their permanent student ID card.

Valid identification cards are required at the library, Yale Health, the gym, the campus dining halls, and many other facilities on campus. Cards are also required for the shuttle and mini-bus. Cards should be carried at all times so that they may be shown upon request.

Lost, stolen, or damaged ID cards should be reported immediately to the Yale Security Department at 100 Church Street South during business hours or the University Police Department at (203) 432-4400 at all other times.

Students who lose their ID card must go to the Summer Session Office, 55 Whitney Avenue, Suite 420, to obtain a temporary authorization. They then present the authorization card at the ID center (246 Church St.) to receive a new permanent ID. The charge to replace an ID card is \$20. If a card is lost during a weekend, or at a time when the Summer Session office is not open, students living on-campus may obtain a temporary meal card from the dining hall sign-in.

Visiting students withdrawing from Summer Session must surrender their ID cards to the Summer Session office upon completion of their withdrawal paperwork.

## YALE VISITOR CENTER

The Yale Visitor Center is located at 149 Elm Street. University maps, brochures, catalogues, and postcards are available free to the public or for a small charge. Free tours of the University originate at the center and are given throughout the summer by Yale student tour guides: weekdays at 10:30 a.m. & 2:00 p.m., Saturday & Sunday tours at 1:30 p.m. Call (203) 432-2300 or visit [www.visitorcenter.yale.edu](http://www.visitorcenter.yale.edu).

For information about New Haven and Connecticut contact the Greater New Haven Convention and Visitors' Bureau at (203) 777-8550 or visit [www.visitnewhaven.com](http://www.visitnewhaven.com).

## INTERNATIONAL COMMUNITY

The Office of International Students and Scholars (OISS) coordinates services and support to Yale's international students. OISS staff can provide assistance with employment, immigration, personal and cultural adjustment, and family and financial matters, as well as serve as a source of general information about living at Yale and in New Haven. The OISS website maintains recent updates on U.S. immigration regulations. In addition, as Yale University's representative for immigration concerns, OISS provides information and assistance to students on how to obtain and maintain legal status in the United States. OISS issues the visa documents needed to request entry into the United States under Yale's immigration sponsorship and processes requests for extensions of authorized periods of stay in the United States, school transfers, and employment authorization. F-1 students attending Yale Summer Session or the English Language Institute should consult with OISS about the procedures for transferring schools after the completion of the summer program.

*All international visiting students attending Summer Session will be required to register at the OISS office within three days of arrival in New Haven.*

Location: 421 Temple Street

Hours: MWThF 9:00 a.m. – 5 p.m.; T 12 a.m. – 5 p.m.

Phone: (203) 432-2305

Web site: [www.oiss.yale.edu](http://www.oiss.yale.edu)

## LAUNDRY

Laundry machines for on-campus students are available in the basement of each residential college. Students may pay for laundry with quarters or by using the credit card machines in the laundry rooms (Visa, Discover, or MasterCard only).

## LIBRARIES

Yale has the second largest university library in the United States. The academic community has access to more than fifteen million volumes housed in libraries located across the campus. For further information and hours of operation see [www.web.library.yale.edu](http://www.web.library.yale.edu).

**STERLING MEMORIAL LIBRARY** (120 High St.) is the central University library and contains major collections in economics, history, literature, philosophy, political science, and other humanities fields. The card catalog, located in the nave of Sterling, and Orbis, the Library's on-line catalog, cover all books in the University system; (203) 432-1775.

**BASS LIBRARY** (110 Wall St.), connected to Sterling by an underground tunnel, holds the most intensively used books related to course work at Yale College, as well as materials placed on reserve by the faculty for the in-library use of their students; (203) 432-1874. Please contact the information desk for hours of operation during the summer.

**THE BEINECKE RARE BOOK AND MANUSCRIPT LIBRARY** (121 Wall St.) which houses Yale's principal collection of rare books and literary manuscripts, serves as a center for research by students, faculty, and other serious readers: the General Collection of Rare Books and Manuscripts, the Collection of American Literature, the Collection of Western Americana, the German Literature Collection, and the Osborn Collection of Brit one of the world's largest buildings devoted entirely to rare books and manuscripts and is Yale's principal repository for literary archives, early manuscripts, and rare books. The building, designed by Gordon Bunshaft, is constructed of Vermont marble and granite, bronze, and glass. The courtyard sculptures by Isamu Noguchi represent the earth (pyramid), the sun (circle), and chance (cube). On permanent display are the Gutenberg Bible and Audubon's Birds of America; special exhibitions are arranged throughout the year; (203) 432-2977

**CENTER FOR SCIENCE AND SOCIAL SCIENCE INFORMATION** (CSSSI) located in the Kline Biology Tower at 219 Prospect Street, provides Yale faculty, students, and staff with state-of-the-art information services in a technology-rich environment. The Center is designed to provide easily accessible support for science, social science and interdisciplinary researchers.

## LOST AND FOUND

Articles found in Yale libraries should be turned in to the Library Lost and Found. Articles found in the Medical School should be turned in to the Medical School Lost and Found. Items such as wallets, identifications, or cash should be turned over to the University Police Department. If you cannot locate a lost item, contact the University Police Department for information at (203) 432-4400.

## MAIL SERVICE

Yale Station is a U.S. Post Office at 206 Elm Street, on the corner of Elm and High Streets. The full-service customer counter, (203) 773-3454, is open Monday – Friday, 9 a.m. – 5:30 p.m. and Saturday 8 a.m. – 12 p.m.

Students living on campus who wish to receive mail during their stay should use the following addresses:

**For letters & parcels sent via U.S. Postal Service or international mail:**

Student name  
Yale Summer Session  
P.O. Box 205289  
New Haven, CT 06520-5289 USA

**For letters and parcels sent via private carriers (such as FedEx, UPS, DHL etc.)**

Student name  
c/o Yale Summer Session, Berkeley College  
304 York Street  
New Haven, CT 06511 USA

## PARKING

The University's modern, multi-level Pierson-Sage Garage at Whitney Avenue and Edwards Street is staffed by security personnel and equipped with emergency telephones and other security features. Summer students and who have cars are expected to obtain parking spaces in this facility for a fee of approximately \$101 per month. Pre-college students living on campus while attending Yale Summer Session are not allowed to bring a car to campus. The Yale Shuttle and the minibus make regular stops at the garage. The Parking and Transit office may be reached at (203) 432-9790 and at [www.to.yale.edu](http://www.to.yale.edu).

## PUBLICATIONS AT YALE

The *Yale Bulletin & Calendar* will publish several issues this summer. It is a good guide to lectures, films, plays, poetry readings, and concerts on campus. The Bulletin can be found in the nave of Sterling Library, at the Yale Visitor's Center, or online at [www.communications.yale.edu](http://www.communications.yale.edu).

The *Yale Herald* and the *Yale Daily News*, student publications that maintain web sites and article archives, are excellent sources of information about life at Yale. Find them at [www.yaleherald.com](http://www.yaleherald.com) and [www.yaledailynews.com](http://www.yaledailynews.com).



## RECREATIONAL FACILITIES AND PROGRAMS

The **PAYNE WHITNEY GYMNASIUM** on Tower Parkway, completed in 1932, is one of the most elaborate indoor athletic facilities in the world. Facilities include the air-conditioned Colonel Lanman Center—a 57,000 square foot facility for basketball, volleyball, and other sports activities with a suspended three lane 1/6 of a mile Mondo® indoor jogging track. The Adrian C. “Ace” Israel Fitness Center, in the west wing of the fourth floor, features state-of-the-art cardiovascular equipment, Cybex pin selector weight-training circuits and free weights. Other facilities include: two pools; indoor jogging tracks; gymnasias for dance, volleyball, basketball, and martial arts; a gymnastics studio; fencing facilities; a men’s sauna and a women’s steam and sauna complex. Aerobics, swimming and yoga classes are available. Registered participants in Yale Summer Session are entitled to a free gymnasium membership.

**For summer 2016 hours of operation, please contact the Payne Whitney Gymnasium (70 Tower Parkway) at [www.sportsandrecreation.yale.edu/](http://www.sportsandrecreation.yale.edu/)**

### Membership Office

*Services:* Monday – Friday 10 a.m. – 6 p.m.

Saturday & Sunday 10 a.m. – 2 p.m.

*Office:* (203) 432-1444, (203) 432-2497

Summer Session students should present their Yale ID cards to the membership office upon their first visit to the gym.

## RELIGIOUS SERVICES

A number of churches, synagogues, and mosques are located on or near the Yale campus. A few are listed below.

### PROTESTANT CHURCHES

#### **Battell Chapel (United Church of Christ)**

Old Campus (203) 432-1130

University Public Worship, conducted by the University Chaplain’s Office and the Church of Christ in Yale University, is held Sundays at 10 a.m. CCY is an open and affirming congregation.

#### **First and Summerfield United Methodist Church**

425 College Street (203) 624-2521 [www.fsumc.org](http://www.fsumc.org)

#### **United Church on the Green (United Church of Christ)**

323 Temple Street (203) 787-4195 [www.unitednewhaven.org](http://www.unitednewhaven.org)

#### **Center Church on the Green (United Church of Christ)**

311 Temple Street (203) 787-0121 [www.newhavencenterchurch.org](http://www.newhavencenterchurch.org)

#### **Trinity Episcopal Church**

230 Temple Street (203) 624-3101 [www.trinitynewhaven.org](http://www.trinitynewhaven.org)

#### **Christ Church Episcopal**

84 Broadway (203) 865-6354 [www.christchurchnh.org](http://www.christchurchnh.org)

**ROMAN CATHOLIC CHURCHES****St. Thomas More Chapel and Catholic Center:**268 Park Street (behind Davenport College); (203) 777-5537 [www.stm.yale.edu](http://www.stm.yale.edu)**St. Mary's Church – Dominican Friars**5 Hillhouse Ave. (203) 562-6193 [www.stmarys-priory.weebly.com](http://www.stmarys-priory.weebly.com)**JEWISH SYNAGOGUES****Joseph Slifka Center for Jewish Life at Yale:**80 Wall Street (203) 432-1134 [www.slifkacenter.org](http://www.slifkacenter.org)**Young Israel of New Haven (Orthodox)**399 Whalley Ave (203) 776-4212 [www.yinh.org](http://www.yinh.org)**Congregation Beth Israel (Orthodox)**

232 Orchard Street (203) 776-1468

**Congregation Mishkan Israel (Reform)**785 Ridge Road, Hamden (203) 288-3877 [www.cmihamden.org](http://www.cmihamden.org)**ISLAMIC MOSQUES****Masjid Al-Islam**624 George Street (203) 777.8004 [www.ccm-inc.org/main/index.php](http://www.ccm-inc.org/main/index.php)**Islamic Center of Hamden**

60 Connolly Parkway, Hamden (203) 230-2757

[www.ccm-inc.org/main/index.php](http://www.ccm-inc.org/main/index.php)**BUDDHIST CENTERS****New Haven Zen Center**193 Mansfield St. (203) 787-0912 [www.newhavenzen.org](http://www.newhavenzen.org)**CHAPLAINS TO THE UNIVERSITY**

The University and denominational Chaplains conduct worship services and programs that are open to all during the summer. They are also available for conversations and for counseling.

University Chaplaincy and the Church  
of Christ in Yale University (U.C.C.) (203) 432-1128

St. Thomas More Chapel (Roman Catholic) (203) 777-5537

Hillel Foundation (Jewish) (203) 432-1134

Episcopal Church at Yale (203) 432-5401

Lutheran Campus Ministry (203) 200-7589

Baptist Campus Ministry (203) 789-4500

**TELEPHONE SERVICE**

Most telephone numbers listed in this booklet and in the Yale Directory are University numbers. The seven-digit telephone number plus area code is dialed when calling from an off-campus location. However, when dialing from one University telephone to another, you need only dial the last five digits. When calling a non-University number from a University telephone, you must first dial "9" to get an outside line, followed by the number 1, the area code and the seven-digit number.

Students will need to use a calling card to place long-distance calls; there are no direct long-distance dialing or billing options available. There are no public telephones within residential colleges. For more information contact ITS Telecommunications, 25 Science Park, (203) 432-9000.

## TRAVEL AND TRANSPORTATION

General Information about Connecticut Transit may be found at [www.cttransit.com/](http://www.cttransit.com/).

**AIR:** Airline information may be obtained by calling the airlines directly or by calling a travel agent. There is limited service directly to New Haven via Tweed New Haven Regional Airport ([www.flytweed.com](http://www.flytweed.com)); the most common airports used are John F. Kennedy and LaGuardia in New York, Newark International Airport in New Jersey, and Bradley International Airport in Windsor Locks, CT ([www.bradleyairport.com](http://www.bradleyairport.com)).

### AIRPORT SHUTTLE:

**Connecticut Limousine**, 1-800-472-5466 (472-LIMO)

Terminal at Phelps Gate, 344 College Street  
Services Kennedy, LaGuardia, Newark and Bradley  
[www.ctlimo.com](http://www.ctlimo.com)

**Go Airport Shuttle**, 1-866-284-3247 Call to schedule home pick-up  
Services Kennedy, LaGuardia, Newark, Bradley, and Westchester.  
[www.2theairport.com](http://www.2theairport.com)

### BUSES:

**Greyhound Bus Lines**, 50 Union Avenue (Union Transit Station)  
[www.greyhound.com](http://www.greyhound.com)

**Peter Pan Bus Lines**, 50 Union Avenue (Union Transit Station)  
[www.peterpanbus.com](http://www.peterpanbus.com)

**Connecticut Transit**  
[www.cttransit.com](http://www.cttransit.com)

### TAXICABS:

<b>Metro Taxi</b>	(203) 777-7777
<b>Horizon Cab</b>	(203) 777-5555
<b>New Haven Taxicab Co.</b>	(203) 877-0000
<b>Easy One Taxi</b>	(203) 933-3333

**YALE SHUTTLE BUS:** Every weekday, from approximately 7:30 a.m. to 6:00 p.m., two free shuttle buses operate on a designated campus route. Schedules are available at 155 Whitney Avenue. Yale ID required for free transportation. Complete information is available at [www.to.yale.edu](http://www.to.yale.edu)

**YALE NIGHT MINIBUS SERVICE:** Yale offers a minibus service seven nights a week all summer from 6:00 p.m. to 7:30 a.m. To obtain a ride, call (203) 432-6330 (campus phones 2-6330), give your net ID, the location from which you are calling, and where you want to

go. **Never walk alone at night.**

Note: The minibus will not operate on July 4.

**HOTELS:** Following is a brief listing of some of the hotels nearest to campus, in order of proximity. Please note rates are subject to change.

**The Study at Yale**

1157 Chapel Street, New Haven

[www.studyhotels.com](http://www.studyhotels.com)

(203) 503-3900

**Courtyard Marriott at Yale**

30 Whalley Avenue, New Haven

[www.marriott.com](http://www.marriott.com)

(203) 777-6221

**Omni New Haven Hotel at Yale**

155 Temple Street, New Haven

[www.omnihotels.com](http://www.omnihotels.com)

(203) 772-6664

**New Haven Hotel**

229 George Street, New Haven

[www.newhavenhotel.com](http://www.newhavenhotel.com)

(203) 644-6835

(car, bus, or taxi is recommended for access to the following hotels)

**La Quinta Inn and Suites**

400 Sargent Drive, New Haven

[www.lq.com](http://www.lq.com)

(203) 562-1111

**Premiere Hotel and Suites**

3 Long Wharf Drive, New Haven

[www.newhavensuites.com](http://www.newhavensuites.com)

(203) 777-5337

**Clarion Hotel & Suites**

2260 Whitney Avenue, Hamden

[www.clarionhotel.com](http://www.clarionhotel.com)

(203) 288-3831

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## PART II

# DISCIPLINARY, ACADEMIC, DORMITORY AND DINING HALL REGULATIONS

Yale Summer Session is part of an academic community dedicated to the advancement of learning. Its members freely associate themselves with Yale and in doing so affirm their commitment to a philosophy of mutual tolerance and respect. Students admitted to Yale Summer Session should understand the responsibility thus placed upon them. If any member of the community should interfere with its functions or prove unable or unwilling to assist in them, the community may find it necessary to protect itself by suspending or terminating her or his membership. Indeed, by formal vote, the Yale College Faculty has affirmed:

1. Its commitment to protect free expression and peaceful dissent and to preserve mutual respect and charitable relations among all members of the Yale community.
2. Its belief that physical restriction, coercion, or intimidation of any member of that community is contrary to the basic principles of the University.
3. Its expectation that such action will ordinarily result in temporary or permanent separation from the University.

The purpose of the regulations that follow is to spell out some of the actions that place the community in jeopardy and that may therefore result in suspension or expulsion from it. In general, these regulations are concerned with conduct on campus, but students must recognize that Yale exists within a larger community that has its own laws and standards of behavior, and that membership in Yale Summer Session confers no exemption from those laws and standards. Unruly behavior or illegal or destructive acts that adversely affect the community surrounding the Yale campus will not be condoned. Students, whether on-campus or off-campus, are under the jurisdiction of the city, state, and national governments. Off-campus misconduct will not normally be the basis for disciplinary action by the University. When such conduct imperils the integrity and values of the academic community, however, it may also result in disciplinary action. Penalties for misconduct by summer students may be imposed by the Yale Summer Session Executive Committee. The committee's jurisdiction includes offenses described in these regulations as well as other actions on the part of students that may in the judgment of the committee warrant disciplinary action because they may imperil the integrity and values of the Yale community or the well-being of its members. Some serious matters involving charges against Yale College students may be referred to the regular Yale College Executive Committee for action, should the summer committee so decide. In some cases the authority to assign penalties is delegated to other University officials such as the Summer Head of Colleges, the University Librarian, the directors of the Yale computer facilities, and the director of the Division of University Dining Halls, who may summarily impose certain penalties for violations of the dormitory regulations, the library regulations, the computer facility regulations, and the dining regulations.

## SUMMER SESSION EXECUTIVE COMMITTEE

Any violation of the academic, disciplinary, or dormitory regulations and any dispute concerning penalties imposed for such violations falls within the jurisdiction of the Summer Session Executive Committee. Matters to be brought before the committee should be addressed to Jeanne Follansbee, Dean of Summer Session, P.O. Box 208355, New Haven, CT 06520, (203) 432-2430.

The following is a partial list of offenses that are subject to disciplinary action. A more detailed statement of regulations that apply to student conduct may be found in the pamphlet *Yale College Undergraduate Regulations*, [www.yalecollege.yale.edu/sites/default/files/files/URs%202015-2016%281%29.pdf](http://www.yalecollege.yale.edu/sites/default/files/files/URs%202015-2016%281%29.pdf)

1. **Cheating.** Cheating on examinations, plagiarism, and improper acknowledgment of sources in essays, and the use of a single essay in more than one course except in academically appropriate circumstances with the prior permission of the instructors. Please see Appendix A for a detailed discussion of academic honesty and standards for acknowledging sources.
2. **Physical restriction, assault, coercion, or intimidation of any member of the community.** Any act of harassment, intimidation, coercion, or assault, or any other act of violence against any member of the community, including harassment on the basis of race, ethnic origin, sex, or sexual orientation, and also including sexual harassment.
3. **Sexual misconduct, including sexual harassment.** Any sexual activity for which clear and voluntary consent has not been given in advance; any sexual activity with someone who is incapable of giving valid consent because, for example, she or he is sleeping or otherwise incapacitated due to alcohol or drugs; any act of sexual harassment, intimate partner violence, or stalking. Sexual misconduct includes nonphysical actions such as digital media stalking, cyberbullying, and nonconsensual recording of a sexual nature. Sexual harassment consists of nonconsensual sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature. Formal complaints of sexual misconduct will be heard by the Summer Executive Committee. For more information, please refer to Yale's Sexual Misconduct Policy, [www.smr.yale.edu/sites/default/files/files/Guide-Preventing-and-Responding-to-Sexual-Misconduct.pdf](http://www.smr.yale.edu/sites/default/files/files/Guide-Preventing-and-Responding-to-Sexual-Misconduct.pdf)
4. **Interference with University functions.** Participation in any effort to prevent or disrupt a class or other University function, or to seize or occupy any University building or part thereof, or to violate the right of an audience to listen at a University function.
5. **Riots.** Participation in or attendance at riots or mass disturbances on the city streets or on any area of the campus.
6. **Defiance of authority.** Defiance or belligerence toward or lying to a University police officer, faculty member, or other University official who, in the line of duty, issues an order, or asks for identification or information. Students are expected to carry University identification cards at all times and must identify themselves to University officials upon request. It is understood that University officials or police officers will identify themselves before making such a request.
7. **Misconduct at a formal hearing.** Deliberate and knowing misrepresentation or lying during a formal hearing conducted by University authorities, including official inquiries by University Police.
8. **Weapons and explosives.** The possession or use of explosives, incendiary materials, or

weapons on or about the campus is absolutely prohibited.

9. **Drugs.** The unlawful possession, use, or distribution of illicit drugs on University property or as part of any University activity is prohibited.
10. **Theft and willful property damage.** Includes attempted theft and willful attempts to damage property.
11. **Improper use of fire alarms or fire extinguishers.** Deliberate and unnecessary activation of fire alarms, or tampering with fire alarm equipment, or deliberate and unnecessary discharge of fire extinguishers.
12. **Unauthorized or fraudulent use of services or facilities** (such as computer services or the Yale Telephone Control System).
13. **Library offenses.** Unauthorized removal, stashing or sequestering, defacing, mutilating, or theft of library materials, or willful and repeated failure to respond to recall notices.

The following penalties are among those that may be imposed by the Summer Session Executive Committee:

1. **Reprimand.** (This is a matter of internal record only).
2. **Probation.** The student is in official jeopardy. The commission of a serious offense while on probation will normally result in suspension or expulsion.
3. **Restriction.** Denial of the use of certain University facilities or of the right to participate in certain activities or privileges.
4. **Rustication.** Separation from University residence and meal privileges and from all extracurricular activities taking place in University residential buildings.
5. **Suspension.** A student suspended from Summer Session receives neither grade nor credit for the course or courses concerned, and there is no refund of tuition. A suspended student is separated from University residence and from all functions of the University for a certain period, to be limited to the summer sessions.
6. **Expulsion.** Permanent separation from Yale Summer Session. A student expelled from Summer Session receives neither grade nor credit for the course or courses concerned, and there is no refund of tuition. A student who has been expelled may not return to Summer Session in the future.
7. **Fines.** Certain violations may be punishable by fines. Specific examples are detailed under dormitory and dining hall regulations below.

## ACADEMIC REGULATIONS

### YALE COLLEGE CREDIT (APPLIES TO YALE COLLEGE STUDENTS ONLY)

There is no limit on the number of courses in Yale Summer Session that a student may offer toward the requirements for the bachelor's degree.

Attendance at Yale Summer Session does not constitute a term of enrollment in Yale College. Thus a student accelerating by one term by use of acceleration credits may not offer attendance at Yale Summer Session as one of the required seven terms of enrollment in Yale College.

A student accelerating by the early accumulation of thirty-six course credits all earned at Yale may count credits earned in Yale Summer Session toward such acceleration.

Courses successfully completed in Yale Summer Session may, with the permission of the student's director of undergraduate studies, be counted toward the requirements of the

student's major program. They may also be counted toward any of the 74 Yale College Programs of Study 2015–2016 distributional requirements. The Credit/D/Fail option may not be used in Summer Session courses. There are no auditing privileges in Yale Summer Session.

Unless the University Registrar's Office is instructed in writing to the contrary, courses completed in Yale Summer Session will be entered on the Yale College record. Once a course in Yale Summer Session has been entered on or removed from the Yale College transcript in response to a student's request, that action cannot subsequently be reversed by the student. When a Summer Session course is entered on a student's Yale College transcript, both the course and the grade are recorded; the course may not be recorded without the grade. If a Summer Session course is entered on the Yale College transcript, it will be included in the calculation of the student's eligibility for General Honors and Distinction in the Major. For further information about Summer Session courses and transcripts, refer to the Summer Session website ([summer.yale.edu](http://summer.yale.edu)).

The number of online Summer Session courses that may be applied to a Yale College degree is limited. No more than two such courses may be taken in any given summer, and no more than four online courses may be applied towards a Yale degree. A student must petition the Yale College Committee on Honors and Academic Standing for permission to exceed these limits. In the petition the student must explain the sound pedagogical reasons for an overload of online courses.

A Excellent	C Satisfactory	
A-	C-	
B+	D+	
B Good	D Passing	
B-	D-	
C+	F Fail	There is no "Credit/D/Fail" option.

### TRANSCRIPTS & GRADE REPORTS

Grades will be available on line within one month of the end of each session on the Yale Student Information Systems website. Grades will not be given over the telephone or by e-mail under any circumstances. Grade reports for any session will not be issued to any student who is financially indebted to the University. Please visit [www.yale.edu/sis](http://www.yale.edu/sis) for more information.

Official transcripts are issued by the Registrar's Office for the Faculty of Arts and Sciences, 246 Church Street, 3rd Floor, P.O. Box 208321, New Haven, CT 06520-8321 upon written request of the student. The fee is \$7.00 for each transcript. See [www.yale.edu/sfas/registrar](http://www.yale.edu/sfas/registrar) for complete instructions on ordering transcripts.

***No transcripts will be issued to students who are financially indebted to the University.***

**Yale College students only:** courses completed in Yale Summer Session will be entered on the Yale College record automatically. When a course in Yale Summer Session is entered on a student's Yale College transcript, both the course and the grade are recorded; the course may not be recorded without the grade. If a course in Yale Summer Session is entered on the Yale College transcript, it will be included in the calculations of the student's eligibility for General Honors.

A Yale College student may elect to have a Summer Session course withheld from the Yale College



transcript by completing a form at the Registrar's Office by September 28 immediately following the summer term. After this deadline, a Yale College student may request to have a Summer Session course that had previously been withheld entered on the Yale College transcript, or, in the case of a course that had been entered by default by the Registrar's Office, removed from the Yale College transcript, upon payment of a processing fee of \$35 per course. Once a Summer Session course has been entered or removed from the Yale College transcript in response to a student's request, that action cannot subsequently be reversed by the student.

### **YALE CREDITS AND CREDIT HOURS (for visiting students)**

Yale University has a standard conversion of 1 course credit equaling 4 credit hours. Students who wish to transfer Yale Summer Session credit to other colleges and universities are advised to consult with the appropriate academic authorities at their home institutions in advance. For further detailed information or questions regarding a specific credit hours conversion, contact the Office of the Registrar at (203) 432-2330.

### **STUDENT INFORMATION AND PRIVACY RIGHTS**

In accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), Yale Summer Session will refuse to disclose to any third party whatsoever personally identifiable information from the education record of a student without the student's prior written consent, except for the following directory information: the name of a student who is or has been in attendance; dates of attendance; the local address and telephone number; the permanent address; name and address of parent, guardian, or other person designated by the student to be notified in case of emergency; the place and date of birth; and the name of the most recent previous educational institution attended.

You may refuse to permit the disclosure of the directory information itemized above without your prior written consent by signing a statement. The form is available at the Office of the Registrar of the Faculty of Arts and Sciences, 246 Church Street, (203) 432-2330. For more information on privacy rights, see [www.registrar.yale.edu/](http://www.registrar.yale.edu/)

### **MAXIMUM PROGRAM OF STUDIES**

Students are considered to be enrolled full time if they take two course credits during a 5-week session. Students enrolled in a science course with laboratory during a 5-week session are also considered to be enrolled full time.

Students wishing to enroll for more than two course credits per session must furnish evidence (such as a letter from a dean or other academic adviser) that they are likely to succeed in an unusually heavy program of study. Pre-college students may not take more than 2 credits in a single session under any circumstances. It is preferable to apportion summer courses over two sessions rather than concentrate more than two courses in a single session. A student may not enroll in more than three credits in one session. Students taking an 8-or 10-week language course may take no more than one additional credit per session.

### **READMISSION FOR YALE STUDENTS**

Further requirements depend to some extent on the circumstances of the withdrawal and its duration. Students who are not in academic good standing, i.e., students who withdrew while a term was in progress or who were dismissed for academic reasons (see

Academic Penalties and Restrictions), must ordinarily complete the equivalent of at least two term courses, either in Yale Summer Session or at another college or university, earning grades of A or B. Courses conducted online, whether taken at Yale Summer Session or elsewhere, do not fulfill this readmission requirement.

### **AUDITING**

Auditing is not allowed in courses taught in New Haven or abroad. Auditing is permitted in select online courses only. Please refer to the online course descriptions on the Yale Summer Session website.

### **COURSE CHANGES**

Because of the brevity of summer sessions, students are urged to select their courses with care. Students will select course(s) in their application to Summer Session. If admitted, students are also admitted into the specific course(s) to which they have applied and are therefore guaranteed a spot in the course(s). Any subsequent change in course selection requires approval from Summer Session, and approval is contingent on remaining space and the qualifications of the applicant. Course changes cannot be guaranteed.

All requests for course changes must be made in writing. Additions, drops, or substitutions can be made after a student has been admitted but before classes start by submitting a request online. If a student would like to add or change a course, that request must be made no later than seven calendar days prior to the start of class for each session. The first request for course changes is free of charge; however, any subsequent request for course changes incurs a \$60 fee per request. Once the online request has been submitted, it will be processed within seven days. You will only receive a response if there is a question with the course(s) you have selected.

Students will confirm their course selection(s) at registration prior to the start of classes. Additions or substitutions after the start of classes are not permitted for online courses and only permitted for on-campus courses in exceptional cases and require the written permission of the instructor and the Dean of Summer Session. Requests after the start of class are processed with a paper add/drop form that can be picked up at the Summer Session office or during registration. Instructor permission must be obtained on the add/drop form by the second meeting of the course and returned to the Summer Session office immediately thereafter. Adding a course after the second meeting is not permitted.

### **DROPPING A COURSE OR WITHDRAWAL**

To drop a course or to withdraw entirely from Summer Session after arrival, a student must come to the Summer Session office and complete the appropriate form. Non-attendance or non-registration does not constitute withdrawal. For information regarding tuition refunds, please see under "Financial Information."

Students may drop a course until the last day of classes for a given session. However, if a student remains in a course after the midpoint of the session, the mark W (for Withdrew) will appear on the transcript in association with that course. The mark of W is a neutral designation indicating simply that the student has been enrolled in, but has withdrawn from, a course; while the course obviously carries no credit, the W implies no evaluation of a student's work and carries no implication of failure.

Yale College reserves the right to require a student to withdraw from Yale Summer Session for medical reasons when, on recommendation of the Director of Yale Health (or, in the case of a student with emotional problems, on recommendation of the Director of Mental Health and Counseling), the Dean of Summer Session determines that the student is a danger to self or others because of a serious medical problem, or that the student has refused to cooperate with efforts deemed necessary by Yale Health to determine whether the student is such a danger.

A student may also be involuntarily withdrawn by the Dean of Yale Summer Session from a course or the entire program based on serious and persistent disruptive behavior in class, excessive absences, or other serious violations of Yale's regulations. A student may be withdrawn involuntarily from on-campus housing by the Summer Head of Colleges for serious violations of the housing regulations (See "Dormitory Regulations" beginning on page 24 for a full description of these regulations.).

#### INVOLUNTARY MEDICAL WITHDRAWAL

Yale Summer Session reserves the right to require a student to withdraw from Yale Summer Session for medical reasons when, on the recommendation of the Director of Yale Health (or in the case of a student with emotional problems, on recommendation of the Director of mental health and Counseling), the Dean of Yale Summer Session determines that the student is a danger to self or others because of a serious medical problem, or that the student has refused to co-operate with efforts deemed necessary by Yale Health to determine if the student is such a danger.

#### REFUND POLICY

##### Tuition

A full tuition refund will be issued if a student has not officially registered but notifies the Summer Session office in writing, prior to the start of the session in question, of his/her intention not to attend the session. For all other tuition refunds to be processed, students must complete the appropriate course change or withdrawal form in person in the Summer Session office, 55 Whitney Avenue, Suite 420. **Visiting students withdrawing from Summer Session must surrender their ID cards upon withdrawal in order to receive a refund.** Yale students will receive a credit on their accounts and must request a refund check in writing, subject to normal Yale procedures.

- A. A. If a student drops a course or withdraws entirely from Yale Summer Session between 8:00 a.m. Monday and 4:00 p.m. Friday of the first week of classes of a given session, 100% of the tuition will be refunded or credited.
- B. If a student drops a course or withdraws entirely from Yale Summer Session by 4:00 p.m. Friday of the second week of classes, 50% of the tuition will be refunded or credited.
- C. No tuition will be refunded after the second week of classes of a given session.

##### Room and Board

Once a student is in residence, he or she will be entitled to a partial room and meal refund only by vacating the room before the end of the first week of classes. No refunds will be made after this time. The student will be charged the student rate for room and meals for

each of the days in residence. Before a refund can be made the student must have his or her room inspected and then return room keys and ID card (if a visiting student), to the Housing Manager, Summer Housing Office.

### **ABSENCES AND DEAN'S EXCUSES**

Attendance during the summer is required; it is not an option. Given the intensive nature of the courses and the limited number of contact days, students must make every effort to attend all classes. Nonattendance may have consequences, to include a lowering of the course grade, depending on instructor and departmental policy. If you cannot attend a particular class period due to an emergency or serious illness, let the instructor know ahead of time if at all possible. If this is not possible, let the instructor know as soon as is practical. Absences can only be excused by the instructor. Therefore, you should make the situation that required your absence clear to your instructor, who will decide whether or not the absence can be excused. It is the student's responsibility to contact his or her instructor with regard to any and all absences. **There are no Dean's Excuses during the summer.**

### **EXTENSION FOR INCOMPLETE WORK**

A student who, for a legitimate reason, is unable to complete work for a Summer Session course by the end of the program in which he or she is enrolled may receive an extension for completion of the course with the *written* permission of the instructor and the Dean of Summer Session. **This permission must be requested prior to the end of the session in question.** The work must be completed and graded within no more than thirty days of the last day of classes, but deadlines less than thirty days may be assigned in individual cases. If a student fails to meet the assigned deadline, the student will receive a grade calculated without the benefit of the missing work.

### **CUT RESTRICTION**

Because of the intensive nature of summer courses, regular classroom attendance (including online course sections) is expected of all students. A student who, in the opinion of the instructor and the Dean of Summer Session, has been absent from a course to an excessive degree and without excuse may at any time be placed on Cut Restriction in that course or in all courses. A student on Cut Restriction who continues to be absent from a course may be excluded from it without credit.

### **EXCLUSION FROM COURSES**

Students may be excluded from courses at the request of the instructor for such reasons as the following: repeated failure to attend class, disruptive acts, or failure to complete written assignments when due or after a reasonable delay. Exclusion from a course may be discussed with the instructor and the director of the program concerned. The student excluded from a course receives neither grade nor credit and is not qualified for any refund except as under the ordinary tuition refund policy.

### **VIOLATION OF LIBRARY REGULATIONS**

Students in Summer Session must abide by the regulations of the University Libraries regarding the use and borrowing of books. They will be billed for books lost or damaged and their transcript for Summer Session work will not be issued until their account with the library has been settled.

## FIELD TRIPS

From time to time, Summer Session will sponsor curricular and extracurricular field trips. Transportation for these field trips is arranged either in Yale University vehicles or licensed public conveyance, and students are accompanied by a representative of the program or course. Students participating in these field trips are expected to conduct themselves in accordance with Yale Summer Session and Yale University regulations.

## DORMITORY REGULATIONS

### RESIDENCE

As a condition of residence in University housing, students are required to comply with the dormitory regulations. Within the precincts of University housing, the dormitory regulations are binding for all students, whether they are residents, off-campus students, or visitors. Only students enrolled in the Summer Session at Yale may occupy student quarters in a YSS Residential College. All pre-college students are required to live on campus, except those who are living at home with their families in New Haven or its suburbs. A student must live in the room to which he or she has been assigned. Room changes cannot be made without a medical note from a Yale Health Center physician.

### CONDUCT IN THE DORMITORIES

Whatever other functions a Residential College or dormitory may serve, its essential and minimal role is that of allowing students to study and sleep in reasonable comfort. Each student must recognize the obligation to respect the rights of others by complying with the dormitory regulations. Violations of the dormitory regulations are subject to disciplinary action. The Head of Summer Colleges or the Summer Session Executive Committee may in some cases require students who persistently or seriously disregard the dormitory regulations to live off campus at their own expense for the duration of the Summer Session or to be sent home. The Head of Summer Colleges or the Executive Committee may deny such students access to any or all of the facilities of University housing. When a student is obliged to vacate University housing for violation of the dormitory regulations, no rebate of room rent will be made for the time that the student's privilege of residence is suspended. The regulations below apply wherever summer students are housed on campus.

1. **Privacy.** It is essential that an individual student's right to privacy within his or her own living quarters be respected by his or her fellow students. Persistent disagreements should be discussed with the Head of Summer Colleges or his or her designee.
2. **Noise.** Excessive noise is a particularly serious offense against other members of the community. Students must use amplifiers, audio equipment, musical instruments, radios, and other such devices with consideration for other residents. Playing a loudspeaker out a window is forbidden. Voices must also be used in consideration of the need of others for reasonable privacy and quiet. *The hours between 11:00 p.m. and 8:00 a.m. on weekdays and between 1:00 a.m. and 8:00 a.m. on weekends are designated quiet hours.* If after reasonable warning a student persists in making loud noise, the Head of Summer Colleges or his or her designee has the authority to confiscate it and return it to the student at the conclusion of Summer Session, having it stored at the student's expense.

3. **Throwing Objects.** Objects such as water bombs, bottles, cans, or any others that could hurt or inconvenience anyone must not be thrown or dropped out of windows.
4. **Fireworks.** Fireworks are illegal in the State of Connecticut. The University prohibits their use on campus. Anyone found with fireworks will be prosecuted to the fullest extent of the law.
5. **Smoking. Yale is a smoke-free campus. Smoking is not permitted in dorm rooms or anywhere else on the Yale Campus.** We request that there be no smoking within the residential college grounds. If you must smoke inside the residential college gates, it is required that you do so only within the designated smoking areas. Within these areas, receptacles will be provided for the disposal of smoking materials. State and federal law restricts smoking in public places to areas that have been specially designated for smokers. Smoking is not allowed in any college public areas, including libraries, common rooms, dining halls, computer rooms, game rooms, TV rooms, or bathrooms unless those spaces have been specifically designated and posted as smoking areas. Connecticut State law prohibits the purchase by and sale of cigarettes and other tobacco products to minors (anyone under the age of 18).
6. **Pets.** Students are not permitted to keep pets on campus. The Custodial Service Supervisor along with University Police has the authority to remove and to send to the pound any animal found in the dormitories.
7. **Fire Extinguishers.** The need to have fire extinguishers ready to use in a closely populated place such as a dormitory is self-evident. Students are therefore forbidden to remove fire extinguishers from their proper stations or to discharge them for any other purpose than to put out a fire. Students involved in the unnecessary discharge of a fire extinguisher will be fined \$100 per person for each fire extinguisher discharged and may be subject to further disciplinary action.
8. **Fire Alarms, Smoke Detectors and Sprinkler Systems.** Deliberately setting off a fire alarm when there is no fire is against the law in Connecticut. A student who sets off a fire alarm without cause will be fined at least \$100 and may be subject to further disciplinary action.
  - a) Each summer, the Office of the University Fire Marshal inspects smoke detectors to check for proper functioning and to replace batteries.
  - b) If it is found that a smoke detector has been damaged, removed or deliberately made inoperative, occupants of the room or suite will be fined \$200 each.
  - c) Tampering with sprinkler heads, valves, or equipment is prohibited. Sprinkler heads and piping must not be used as a method for drying or hanging clothes, or tampered with any way that would cause their discharge or failure. Students causing unnecessary discharge of a sprinkler system will be fined \$100 per person, charged for the replacement of each sprinkler head, and assessed any cleanup costs incurred by the Department of Custodial Services. Students will also be held responsible for resulting water damage to other rooms and property.

9. **Guests.** Students who wish to have overnight guests must first receive approval from the Summer Head of Colleges. Students may not have guests for extended periods.
10. **Alcohol.** No alcoholic beverages of any kind are permitted in any area of the Residential Colleges, including the dormitory rooms, the courtyards, and the dining halls. Alcoholic beverages may not be sold, served, or consumed at university social functions. Students found in possession of alcoholic beverages within the residential colleges will be expelled immediately and may be subject to further disciplinary action by the Summer Session Executive Committee. The prohibition of alcohol possession applies to everyone in Summer Session, regardless of age.
11. **Pre-college students.** Pre-college students are required to be in their residential college during evening hours (between 11:00 p.m. and 6:00 a.m. on weekdays and between 1:00 a.m. and 6:00 a.m. on weekends) unless they are attending a social function or course-related function organized and supervised by Summer Session staff. In cases where legitimate need arises for a variance to the evening hours residential requirement, students must obtain permission from their residential director in advance. Pre-college students may not leave campus for extended periods during the day or overnight except to attend a social or course-related function organized and supervised by Summer Session. Pre-college students who wish to leave campus for extended periods or overnight for other reasons must first obtain the permission of the Summer Head of Colleges, who must receive written permission in advance from the student's parent or guardian for the student to be off-campus.

### ALCOHOLIC BEVERAGES

Connecticut statutes explicitly forbid the sale of alcoholic beverages unless the seller holds a State liquor license. Yale University does not hold such a license for social functions on campus. In order that there be no misunderstanding, the Summer Session office has issued the following regulations concerning the serving and consumption of alcoholic beverages. Anyone who disregards these regulations risks legal prosecution by the State of Connecticut, expulsion from the residential college by the Head of Summer Colleges, and disciplinary action by the Summer Session Executive Committee:

1. The legal drinking age in Connecticut is 21. The law provides that anyone who delivers or gives an alcoholic beverage to a person under the legal drinking age is in violation of the law and subject to the imposition of penalties as designated by statute. It is similarly a violation of the law for a person under the legal drinking age to misrepresent his or her age, through the use of a fraudulent identification card or otherwise, in order to be served alcohol illegally. Yale Summer Session expects all students and personnel to comply with the law.
2. No alcoholic beverages are to be sold, served, possessed, or consumed in any area of the residential colleges or on Yale's campus.
3. Alcoholic beverages are not to be sold, served or consumed at university social functions. (For purposes of these regulations, any social function sponsored by Summer Session or any function on campus at which fifteen or more people are in attendance shall be considered an organized social function.)
4. Possession or consumption of alcoholic beverages by minors is strictly prohibited. Any student who is under 18 years of age found to be in possession or under the influence of

alcohol while in the program, on or off campus, will be immediately dismissed from the program, the residential colleges, and subject to disciplinary action by the Summer Session Executive Committee.

### **KEYS AND ACCESS CARDS**

Key(s) and access cards are issued to resident students by the Summer Housing staff at check in. In no case will a key for a particular room be issued to anyone other than the student assigned to that room, and that student bears sole responsibility for the return of each key entrusted to him or her. All keys and access cards issued to a student must be returned to the Summer Housing Office when the student relinquishes his or her campus quarters. See below for fines charged for failure to return a key or access card.

Non-resident students will not be provided with keys or access cards to any residential facilities, unless the student has purchased a dining hall summer meal contract. Yale students living in the Summer Session colleges will have residential access only to those colleges.

### **DORMITORY FURNISHINGS**

The University supplies the following items:

- ✓ Bed
- ✓ Mattress
- ✓ Blanket
- ✓ Pillow
- ✓ Bureau
- ✓ Desk
- ✓ Chair
- ✓ Wastebasket
- ✓ Recycling bin

In addition, students may find furniture belonging to previous and returning occupants, which must not be removed or damaged.

Students must supply the following items:

- ✓ Sheets (*must be twin, extra-long; sheets may also be purchased at the Yale Bookstore, 77 Broadway*)
- ✓ Towels
- ✓ Lamp (*if desired*)
- ✓ Fan (*if desired; Yale dorm rooms are not centrally air-conditioned and portable air conditioners are not permitted*)
- ✓ Computer and printer (*if desired; computers and printers are available in several campus locations*)

Please note that fire codes prohibit halogen lamps. Yale rooms are not centrally air-conditioned and portable air conditioners are not permitted. Household items are available for purchase at the Yale Bookstore.

Telephone service is not provided in the residential colleges. Students are advised to bring a cell phone with them or purchase one upon arrival in New Haven.

### **ENTRY AND INSPECTION OF ROOMS**

The University reserves the right to enter and inspect any student room. Facilities are



allowed access to your rooms to attend to damages or repairs as needed. They will make every effort to notify you in advance.

### CARE OF ROOMS

Students are responsible for the care of their rooms and are expected as a condition of occupancy to keep them clean and orderly. ***Any problems or needed repairs should be reported to the Summer Housing Office.*** At the end of Summer Session, students must leave their rooms in a clean and orderly condition.

### PROHIBITED OR RESTRICTED ARTICLES

The following items are prohibited:

1. **Electrical Equipment.** Cooking appliances such as hot plates, microwave ovens, toasters, broilers, griddles, coffee pots, and the like are not permitted in student rooms and may be confiscated and stored at the owner's expense. Halogen lights present a fire hazard and are also prohibited.
2. **Firearms, Ammunition, or Air Rifles.** These are absolutely prohibited.
3. **Combustible Materials.** The use of kerosene lamps, candles, or any open flame is prohibited. No fabrics, coverings, fish-net, or the like are permitted on the ceiling. Flammable fluids and gases, such as kerosene, gasoline, propane, and the like are forbidden. A \$100 fine will be assessed to each occupant of the room where any violation of these regulations occurs.
4. **Fireplaces.** Fireplaces are not to be used. Students using fireplaces will be fined \$100.
5. **Water Beds.** Water beds are prohibited.
6. **Vehicles in Entryways.** No vehicles, bicycles, or motorcycles may be stored, chained, or repaired in the entryways, hallways, or corridors of any dormitory. Vehicles left in entryways may be removed without notice and stored at the owner's expense. A fine of \$100 will be assessed to the owner of any such object.
7. **Objects Obstructing Fire Exits.** No object of any sort may be placed in any position where it might obstruct immediate access to a fire door or a fire exit. This includes tripping hazards such as scatter rugs or telephone cords. A fine of \$200 will be assessed to the owner of any such object.

### MAINTENANCE OF DORMITORY ROOMS & CAMPUS AREAS

1. Upon taking possession of a room, students finding any damage to the room or the University furniture are advised to report the damage in writing to the Summer Housing Office within three days so that they may be released from financial responsibility for repairs. Attaching any object to the walls or woodwork of a dormitory room or to any part of a University building by means of nails, screws, pins, tacks, paste, or any potentially damaging adhesive material is prohibited. No wires or other objects such as TV antennae may be hung or placed on the outside of University buildings. Even when absent from their rooms, students are held responsible for disorder or damage occurring there.
2. **Trash.** Students should place trash from their rooms in the collection barrel on the first floor of their entry. This is the only place where trash may be left.
3. **Use of Courtyards.** Activities or games that may harm lawns are not allowed on any of the University campuses and courtyards.

4. **Fire Doors and College Gates.** Fire doors and College gates should never be propped open. Doing so in the case of a fire increases fire hazard and endangers security. Except in cases of emergency, fire doors must not be used to gain entrance to other residents' quarters or to restricted areas. Occupants will be fined \$200 for blocked or propped fire doors and exits.
5. **Recyclables.** Students are required by city and state laws to recycle all newspapers, white office paper, corrugated cardboard, and glass and metal food and beverage containers. All recyclables must be segregated from other trash and rubbish and brought to the designated recycling sites in the college. Recyclables should never be left in hallways, entryways, landings, or stairwells, nor be allowed to accumulate in rooms or suites where they may pose a potential fire hazard or an impediment to egress. Students leaving their recyclables in any of these areas will be subject to a fine of \$100 and charged for the removal.

### GENERAL SECURITY

While the safety of members of the community and the protection of University and personal property are a common concern of all members of the Yale community, each student is responsible for his or her own safety. The University particularly requests the cooperation of students in maintaining the security of the dormitories. Students should keep their room doors locked and their windows secured, and they are responsible for keeping the gates to the Residential College locked. They should report to the University Police (911) any activity or the presence of any person that they think might constitute a threat to security. The University Police should be notified immediately in the event of a theft or of any other crime.

### LOSS OF PROPERTY

The University assumes no legal responsibility for the safety of personal property of students on its premises or within its buildings. Students desiring property insurance for their personal effects may purchase it from a commercial insurance carrier.

Lost and found items should be treated in the following ways:

1. **Items of value.** All lost or found items of value, including wallets and cash, should be reported immediately to the University Police at (203) 432-4400.
2. **Personal items.** Personal items lost or found in the Department of Athletics facilities should be reported to (203) 432-1420; in Sterling Memorial Library and Bass Library, (203) 432-1830. In all other areas, contact the Lost and Found Department at the University Police headquarters, (203) 432-4505 (weekdays between 9 a.m. and 5 p.m.) or (203) 432-4400 (all other times).

### CHECK-IN AND CHECK-OUT

Students must be present on campus to receive dormitory keys and access cards. Before the conclusion of Summer Session students will be provided with complete information about the check-out policy. Fees for unreturned keys, lost or damaged rental equipment, or damage to University housing will be charged to the student's bill.

### ASSESSMENT OF FINES

All fines assessed against residents as outlined in the following paragraphs must be paid to

the Summer Housing office. Failure to pay any fines will result in the withholding of the transcript or Summer Session certificate.

**LOST KEYS OR ACCESS CARDS.** If a key or access card is lost during the Summer Session in which the student is enrolled, a replacement will be supplied to the student to whom the key was originally issued at a charge of \$25.

**DAMAGE OR LOSS OF UNIVERSITY PROPERTY.** Students responsible for damage to their rooms or to other University property or loss of furniture or other University property will be billed for cost of repair or replacement. All repairs will be made by University workers only. If the student responsible for damage or loss of an item in a suite cannot be identified, the cost of repair or of replacement will be divided among all occupants of the suite.

**CLEANING CHARGES.** If any room or suite is left in such condition that it must be cleaned by University workers, the minimum charge for such cleaning is \$125 per resident of the room or suite.

## DINING HALL REGULATIONS

Yale Dining meal cards and the privileges they carry are not transferable and may not be given or sold to another person. If meals are improperly taken, either in a dining hall in which contract meals are primarily served or in a University dining hall that primarily sells food for cash, the Director of Residential Dining or his designee has the authority summarily to impose fines and charges on the offending person or persons.

1. A student who gives, lends, or sells the use of an ID card to a person unaffiliated with Yale Summer Session will be fined \$100 and required to pay at the current guest rate for the meal or meals taken.
2. A student who gives, lends, or sells the use of his or her ID card to another Yale or Summer Session student for the purposes of obtaining meals in the dining hall will be fined \$100. The other student will also be fined \$100 and will be required to pay at the current guest rate for the meal or meals taken.
3. A non-resident student without a dining services contract who has not paid for a meal, but who takes food available for self-service or who eats from another person's tray will be fined \$100 and required to pay for the meal at the current guest rate.
4. If a student brings a guest to a dining hall with no payment being made for a meal for the guest, and the guest takes food available for self-service or eats from another person's tray, the student who is the host will be fined \$100 and will be required to pay for the meal at the current guest rate.

### NON-RESIDENT STUDENTS

Students living off-campus are welcome to purchase a meal contract. They also may eat individual meals in the college dining halls, purchasing on a per meal basis. The dining halls serve meals in all-you-can-eat style. Therefore, payment for a full meal upon entry is required. Off-campus students who come to the dining hall must therefore pay for the meal being served or refrain from eating.

## GUESTS

Students are welcome to have guests in the dining halls. Payment at a guest rate must be made in cash. For reasons given above, payment for a full meal is required, and it is not possible to pay by the item. Hosts may not share food from their own trays with nonpaying guests.

## REMOVAL OF FOOD

Meal contracts and guest payments entitle a diner to the food being served at a meal for consumption at that time. Food may not be taken from the dining hall to be eaten later. Only the following items are permitted to be eaten “on-the-go”: a single beverage in a refillable mug no larger than 24 ounces; a sandwich, burger, or pizza slice; a cookie or brownie; an ice cream cone, or a single piece of fruit.

## MODIFIED DIETS/FOOD ALLERGIES

Students needing modified diets or students with food allergies must make an appointment with the manager of his or her residential college dining hall. Arrangements will be made to comply with the diet as necessary. There is no extra charge for this service.

## CHINA, SILVERWARE, AND GLASSWARE

Diners must bus their own trays, dishes, etc. to the designated area. China, flatware, and plastic glasses may not be taken from the dining hall. Yale Dining reserves the right to inspect any packages, coats, bags, knapsacks, purses, etc. brought into and out of a dining area. Yale is not responsible for personal belongings brought into the dining spaces and left unattended.

## USE OF THE DINING HALLS AFTER MEALS

Students or groups wishing to use a dining hall after meals for such events as dances or plays must first secure permission of the Head of Summer Colleges, and then make their plans known to the Dining Hall Manager. It is important to maintain the general condition of the dining facility after an event. Any special cleaning or reported damages will be charged to the student account or to the student organization sponsoring the event.

## CONDUCT IN THE DINING HALLS

The dining halls are important social centers at Yale and the focus of much of the social life of the Residential College. So that there may be places where everyone can eat and talk in comfort, certain activities must be prohibited or regulated.

1. **Annoyances.** Loudness and offensive boisterousness are inconsiderate invasions of the rights of others and are not allowed. Food-throwing is absolutely forbidden.
2. **Soliciting.** Table-to-table solicitations are prohibited. Students wishing to solicit for any purpose may consult the dining services manager for permission. At most times in most of the residential colleges, tables and chairs can be provided for such students near the entrance to the dining hall. Note that permission of the Head of Summer Colleges is required for a solicitation in a residential college. Public announcements, except with the approval of the dining services manager and a Residential Counselor, are not allowed during meals.
3. **Photographing.** In general, photographing during meals is not allowed because it interferes with the privacy of others. A written request for permission for an

exception to this rule must be made to the Dining Hall Manager and the Head of Sumer Colleges. Permission is not needed to photograph the dining halls when meals are not being served.

4. **Table-Tents and Other Notices.** These may be placed on tables with the permission of the Dining Hall Manager, who has the right, however, not to allow table-tents or other notices that in his or her judgment are inappropriate for display in the dining hall.
5. **Penalties.** The Dining Hall Manager will refer violations of the Dining Hall Regulations for disciplinary action to the Summer Session Executive Committee. They have the right to forbid a student who violates the regulations to enter the dining hall, either permanently or for a specified period of time.

### YALE UNIVERSITY'S EQUAL OPPORTUNITY STATEMENT

The University is committed to basing judgments concerning the admission, education, and employment of individuals upon their qualifications and abilities and affirmatively seeks to attract to its faculty, staff, and student body qualified persons of diverse backgrounds. In accordance with this policy and as delineated by federal and Connecticut law, Yale does not discriminate in admissions, educational programs, or employment against any individual on account of that individual's sex, race, color, religion, age, disability, status as a special disabled veteran, veteran of the Vietnam era or other covered veteran, or national or ethnic origin; nor does Yale discriminate on the basis of sexual orientation.

University policy is committed to affirmative action under law in employment of women, minority group members, individuals with disabilities, special disabled veterans, veterans of the Vietnam era, and other covered veterans.

Inquiries concerning these policies may be referred to Valarie Stanley, Director of the Office for Equal Opportunity Programs, 221 Whitney Avenue, 3rd Floor, (203) 432-0849.

### III. APPENDICES

#### APPENDIX A

##### **CHEATING, PLAGIARISM, AND DOCUMENTATION IN YALE SUMMER SESSION COURSES**

The Yale College Executive Committee has approved the following memorandum to Yale College students as an explanatory supplement to chapter I, section A, of the Undergraduate Regulations. These regulations, as modified below, apply to Yale Summer Session (YSS). The Yale Summer Session Executive Committee has jurisdiction over cases of alleged cheating and plagiarism in YSS summer courses.

Academic dishonesty is a serious offense against the academic community; at Yale, as at most other universities, such dishonesty ordinarily results in suspension, i.e., required temporary withdrawal. The YSS Executive Committee can assess penalties to include temporary or permanent suspension from YSS and its courses, with the possible loss of course credit. It can also assign lesser penalties, such as a letter of reprimand. Grades in courses from which the student is not removed are the prerogative of individual instructors. A finding of academic dishonesty in a course, however, usually has resulted in a student's failure to pass the course, or in the assignment of a lower grade.

For all the above reasons, it is important for every student to understand the standards of academic honesty assumed in a university and the consequent need to avoid dishonesty by acknowledging intellectual indebtedness. The provisions in the Undergraduate Regulations against cheating must be understood to include all forms of misrepresentation in academic work, including:

1. The submission of the same paper in more than one course without the explicit authorization of the appropriate instructors;
2. Cheating on tests, examinations, problem sets, or any other exercise;
3. Any form of plagiarism, especially failure in an essay to acknowledge ideas or language taken from others, and the submission of work prepared by another person;
4. Submission of a scientific research report that misrepresents in any way the work actually done;
5. The sale or distribution of a paper, report, or any other material with the intent or understanding that another person may submit the work as his or her own.

##### **A. Multiple submission**

You may not submit the same paper, or substantially the same paper, in more than one course. This applies whether or not the courses are being simultaneously taken. You may not submit in a course you are presently taking a paper you wrote last term or last year, nor may you submit a single paper for two courses you are taking in the same term. In the latter case, if you think you have sound intellectual reasons for combining your work in two related courses, you must obtain the written permission of both instructors before doing so. Similarly, to revise and extend a paper from an earlier course may well be academically appropriate; but before doing so you must seek explicit permission from your present instructor, who obviously cannot grant it without inspecting and approving your plans for adequate further work.

##### **B. Cheating on examinations**

One form of cheating is either to copy answers from other students, or to refer without explicit prior authorization to notes, books, laptop computers, or other programmable electronic devices. In addition, the use of cellular phones to discuss or obtain answers from another student, whether present in the classroom or not, is prohibited. Though cheating of this kind may escape direct observation at the time, it can be detected by coincidences of language or argumentation, either with textbooks or with another student's examination that emerge in the course of grading. Verbatim memorization of long stretches of text is a highly implausible excuse for such coincidences, and would be improper in any case, since you are expected in an examination to put ideas in your own words in order to show that you understand them.

Another form of cheating is to change one's answers on a returned examination and then request

regrading. Students who submit examinations for regrading are warned that instructors in whose courses tests are permitted to be returned for a possible revision of a grade have usually taken steps to prevent changes from going undetected. It is your responsibility to make sure that you submit the examination exactly as it was; any alteration is culpable. The assertion that changes are merely “notes to yourself” will not be believed.

For take-home examinations, and for examinations for which the questions are distributed in advance, instructors should make the rules clear, and students should obey them to the letter. If you are in any doubt as to the meaning of the instructions governing such exercises, you should seek explicit clarification from your instructor. The ordinary expectation is that you will prepare your answers by yourself; collaboration with others is acceptable only to the degree precisely and specifically described by the instructor. In any case, the answer you finally submit must represent your own understanding of the issues. If you think that it has been significantly influenced by consulting books or other people, you should say so, just as you would in a paper.

Problem sets in economics and mathematics, language-laboratory exercises and other kinds of homework exercises, when submitted for a grade, though they may be discussed with others or worked on in common, must never be simply copied. Nor may someone else sign in for you at the language laboratory. The apparent slightness of an exercise is irrelevant: cheating is still cheating, on a quiz or homework as well as on a midterm test or on a final examination. Nor should you feel freer to cheat or plagiarize because a course is peripheral to your chief interests. Cheating is also still equally cheating, plagiarism still equally plagiarism, for example, in a course you are taking on the Credit/D/Fail option in order to fulfill a distributional requirement. Any dishonesty in any student’s work is a serious invasion of the academic standards of a university.

### **C. Plagiarism**

Plagiarism is the use of someone else’s work, words, or ideas as if they were your own. Thus most forms of cheating on examinations are plagiarism; but in ordinary academic parlance the word applies to papers rather than to examinations. Whereas all students know pretty well what they may or may not do on examinations, many are less sure concerning papers, and so it is conceivable that an honest student might plagiarize out of mere ignorance. It is therefore up to you to learn the standard practices of documentation. Above all you should realize that failure to acknowledge specific indebtedness to others is not simply a writing error but a form of theft – possibly unpremeditated, but not probably, and culpable in any case, since it is your responsibility to know and to indicate what is yours and what is not yours. The absence of a clear intent to deceive may mitigate an offense, but is certainly not likely to absolve it altogether.

Some further points:

1. It is especially important to avoid taking papers from the internet and reworking these into some approximation of your own ideas. Often, files on a hard drive are confused and papers are handed in that are not the student’s own work. Be careful when downloading files and papers as part of your research as well. Always acknowledge your sources, to include those from the internet or other electronic sources.
2. Take clear notes in which you keep your own thoughts distinct from those you derive from your reading, so that you do not inadvertently submit the words or ideas of others as your own.
3. Remember that you should acknowledge unpublished as well as published sources. This includes the work of other students and ideas that you may have derived from lectures and conversations, and anything found on the internet.
4. Do not suppose that because your instructor is an expert in the field, he or she needs little or no documentation in your work. An essay must stand on its own and not as a form of conversation with the instructor. In preparing a paper, it will help you to assume a larger audience than your instructor; imagine everyone in your class, for example, reading your paper; this will give you a surer sense of what to document and what to take as common knowledge.
5. Mark and identify all quotations; give the source of translations; regularly acknowledge

specific ideas; and give the source of facts not commonly known. If you are in doubt as to what may be “commonly known,” that is a signal that you should document it, even at the risk of appearing overcautious or simplistic.

Submission of an entire paper prepared by someone else is an especially egregious form of plagiarism, and is grounds for the imposition of a particularly serious penalty.

#### D. Science courses

Many laboratory reports are constructed on some form of exercise in which observations are made and the results of these observations tabulated or processed in some manner. There are two violations of originality which can occur with this form of assignment:

1. **Falsification of Data.** The practice known as “dry-labbing,” constructing observations out of one’s head or borrowing the observations of others as if they were one’s own genuine data, is an offense of such gravity that it results in total excommunication from the community of scientists. In undergraduate work the comparable sanction is suspension.
2. **Cooperation in Treatment of Data.** Often a class is given a common set of data with an assignment to analyze the data and report the results. Sometimes when extensive routine analyses must be made, it is tempting for students to organize so that the total work load is divided among several students. The ordinary assumption must be that this type of cooperation, however sensible it may seem, is strictly illegal unless explicitly permitted by the instructor. The best policy is to ask at the time the assignment is made.

Submission of material, such as a chemical product, not actually obtained from an experiment performed by you is a flagrant act of cheating. Purchasing the product in the marketplace, “borrowing some product” from a classmate, or obtaining a sample surreptitiously from another laboratory all constitute serious offenses. In the preparation of products by synthesis, using “excess starting materials” to promote a better yield of products is also cheating.

There is ordinarily no prohibition against discussing your laboratory results with other students, and even revising your work accordingly, provided that you do the work of revising. The same is true for homework problem sets. Work of this kind, though in part it is a performance for a grade, is primarily meant to help you learn; and discussion of common work among students is a major form of learning.

If you are in doubt, ask your instructor. Another reasonable course is to include a statement mentioning those with whom you discussed your work or whose laboratory results you consulted.

#### E. Forms of citation

In many papers, most references can be made parenthetically in the text. This is not only common sense but standard practice. You should not equate honesty and thoroughness with pedantry or with a long string of footnotes that merely say “*ibid.*” with a page number. The fullest guide to the standard practice of American publishers in all fields is *The Chicago Manual of Style*. A briefer manual, adequate for most student purposes, is the *MLA Handbook for Writers of Research Papers*, available in local bookstores and in the library. Recently, many journals in the humanities have adopted a form of documentation long popular in the social and natural sciences, which dispenses with footnotes in favor of brief references by author and date (Jones, 1986) to an appended bibliography. The *MLA Handbook* describes this form in addition to more traditional forms used in publications in the humanities. When assigning reports or essays, instructors often designate some particular form of documentation; if not, adopt whatever standard form suits your paper best. Be consistent and sensible, and remember that deciding when to make a citation is vastly more important than deciding what particular form to use.

#### F. A last note

Finally, it should be reiterated that the prohibition of cheating and plagiarism is not meant to restrict either free discussion or exchange of ideas among students or studying the work of other scholars. Such activities are the very essence of education. Nor are the rules of citation meant to engender a dependent mentality. You are at Yale to study the work of others in order to learn to think for yourself. If you follow that principle you will never cheat or plagiarize.



## APPENDIX B

### YALE UNIVERSITY REPORT ON CAMPUS SECURITY

Yale University provides state-of-the-art police and security services to the campus. Our police officers have the same standing and powers as officers of the New Haven Police Department, and Yale officers patrol the campus on foot, by motorcycles, on mountain bikes, and in cars equipped with computers and radio communications systems. Yale Police have complete authority to apprehend and arrest anyone involved in illegal acts on campus and throughout the City of New Haven. If minor offenses involving University rules and regulations are committed by a Yale student, the police may also refer the individual to the Yale College Dean's Office or other academic officials. Yale Police personnel work closely with local, state, and federal police agencies, including the FBI, Secret Service, and Department of Justice, on campus events, regional law enforcement matters, training, and main investigations. Yale has a written Memorandum of Understanding with the City of New Haven governing the relationship between the Yale and New Haven Police. The two agencies work closely together, coordinating patrols, participating together on various investigations, and sharing information. The Chief of the Yale Police Department attends weekly New Haven Police staff meetings. New Haven Police notify Yale Police if a member of the Yale Community is the victim of a crime within their jurisdiction. A separate Department of University Security Programs oversees a staff of security officers and is responsible for all aspects of building security and campus-wide alarm monitoring. Our network of almost 500 blue phones provides immediate access to police, fire, and medical services in emergencies.

Over \$2 million has been invested in outdoor lighting improvements, and we provide an additional

\$250,000 each year in capital funds for security enhancements. Access to residence halls is controlled by an electronic access system, and exterior ground-level dorm rooms are equipped with security screens. Many services are available on campus to contribute to safety and convenience, including a daytime shuttle service, a nighttime minibus, and a special services van. For those wishing to walk, a security escort service is on call 24 hours a day. Replacement ID cards and a lock-out service are provided around the clock. A bicycle registration program and property identification services are available, as are two nationally-monitored computer registries. We seek to educate the campus to these services by offering security awareness presentations to students, faculty, and staff. We also provide detailed information on campus crime through regular reports in the Bulletin and Calendar, a campus-wide newspaper published weekly during the academic year, through specialized e-mail networks, and through brochures and presentations. Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Yale Police in a timely manner. To report a crime or an emergency, call the Police at 203-432-4400, dial 911 on any campus phone, or press the red button on a blue phone. Safety on our campus depends on a partnership among police and security professionals, our students, faculty, and staff. We are pleased to provide this summary, consistent with guidelines and requirements from the U.S. Department of Education, of campus safety activities and statistics for the past calendar year. We welcome your comments, questions, and suggestions concerning campus safety, which may be directed to the Office of the Secretary, which is responsible for overseeing police and security services on campus. General information about public safety at Yale is posted at [publicsafety.yale.edu](http://publicsafety.yale.edu)

### POLICIES AND PROCEDURES

In addition to a full array of police and security services, the University has policies and procedures that are intended to help promote safety on campus. Consistent with federal requirements, these are included here for general information. Assistance with interpretation or information regarding a specific policy application is available from staff in the offices indicated below.

*Policy regarding access through electronically controlled entries (Contact: Office of the Secretary, (203) 432-6602, or Yale Public Safety, (203) 785-5555.)*

Entryway doors to freshmen residences, residential college gates and some entryways, and some other academic and office spaces are controlled by electronic access. Only University personnel and their guests are allowed inside University buildings; signs to that effect are prominently posted throughout the campus. Access to electronically controlled residential spaces is governed by a detailed policy that is administered by Yale public Safety department.

*Policy regarding illicit drugs and alcohol (Contact: Office of the Secretary, (203) 432-6602, or Yale Public Safety, (203) 785-5555.)*

The unlawful possession, use or distribution of illicit drugs and alcohol by students or employees on University-owned property or as part of a University activity is prohibited. The University has in place a drug and alcohol abuse prevention program; information about the program is distributed to all students and employees each year. The University also has a drug-free workplace policy that includes an awareness program to inform employees of the dangers of substance abuse and the availability of counseling and other assistance. Information about drug and alcohol use on campus is contained in the Undergraduate Regulations, the University's personnel manuals, and various other department level publications. The University Police investigate all reports of illegal activity involving drugs and alcohol, referring cases for criminal prosecution where evidence warrants.

*Policy regarding monitoring of criminal activity by students in off campus organizations (Contact: Office of the Secretary, (203) 432-6602, or Yale College Dean's Office, (203) 432-2900.)*

Officially recognized student organizations located or conducting events off-campus are subject to the same rules and regulations governing on-campus organizations and events. The University Police Department conducts routine patrols of the areas surrounding the campus where these organizations are located. Criminal activity by students occurring in off-campus organizations is subject to all applicable state and municipal laws, as enforced by the Yale and New Haven Police Departments. In addition, the police report violations of law to the Yale College Dean's Office for disciplinary review.

*Policy regarding possession of various weapons (Contact: Office of the Secretary, (203) 432-6602, or University Police Department, (203) 432-4400.)*

The possession or use of explosive, incendiary materials or weapons (guns) on University property by students, employees, or visitors is prohibited except for University Police and other certified law enforcement officers.

*Policy regarding security considerations in construction, renovation, repair, and maintenance (Contact: Office of the Secretary, (203) 432-6602, or Yale Public Safety, (203) 785-5555.)*

A formal set of standards governs security installations and security-related design in facility renovation and new construction. Yale Public Safety, University Police, and the Office of Facilities monitor areas in need of physical repair and maintenance, with security repairs for residential areas available 24 hours a day.

*Policy regarding sexual assaults (Contact: Office of the General Counsel, (203) 432-4949, or the Dean of a given school.)*

The University has various programs to prevent sexual assault and other sex offenses, including rape and acquaintance rape. All freshmen participate in a mandatory awareness session on the prevention of sexual assault. Freshmen counselors also receive mandatory training. Counseling services are provided by: the Department of Mental Health and Counseling of Yale Health; New Haven Rape Crisis Center; and student peer counseling organizations. In addition, the Sexual Harassment and Assault Resources & Education Center (SHARE) has counselors available to talk to students or meet with them 24 hours a day, 7 days a week. SHARE also provides educational services and other information ([www.sharecenter.yale.edu](http://www.sharecenter.yale.edu)). Any sexual assault involving students, faculty, or staff should be reported as soon as possible to the Yale Police, who will investigate all such reports and also will provide assistance to victims of sexual assault. Awareness sessions include instruction about the importance of preserving evidence that may be necessary for criminal charges. All police investigations involving sexual assaults are conducted with respect for the confidentiality of the

victim. Students may also report offenses to a variety of other campus officials, including freshmen counselors, residential college deans and heads, and academic deans or department heads. University officials will review the academic and living situations of a victim of an alleged sexual assault, upon request, and will make appropriate changes whenever possible. Students should be aware that they have the option of notifying appropriate law enforcement authorities, including on-campus and local police, or other university officials. University officials will also assist the student in notifying police, if the student requests such assistance. Procedures for filing disciplinary complaints concerning sexual assault are included in the Yale College Undergraduate Regulations, the Graduate School of Arts and Sciences Programs and Policies, and in the Bulletins of professional schools. In campus disciplinary procedures, both the accuser and the accused may choose to be accompanied by another person during the proceedings. In addition, both the accuser and the accused are informed of the final determination of the disciplinary body and any sanctions imposed. Sanctions may include probation, suspension, or termination of employment for faculty and staff or expulsion for students. In addition, information provided by the State of Connecticut regarding registered sex offenders who are enrolled at or employed by the University is available at the offices of the Yale Police Department, 98-100 Sachem Street, (203) 432-4400.

*Policies allowing victims or witnesses to report crimes on a confidential basis (Contact: Office of the Secretary, (203) 432-6602)*

Students are encouraged to report all crimes to the police. If they wish to report a crime on a confidential basis for inclusion in the annual disclosure of crime statistics, they may report the crime to any of the following campus officials: residential college deans and heads, deans of the professional schools, deans of student affairs, Title IX coordinators, Dean of the Graduate School, Chair of the Sexual Harassment Grievance Board, and staff to the Yale College Executive Committee.

*Policy regarding timely warnings (Contact: Office of the Secretary, (203) 432-6602)*

In the event that a situation arises, either on or off campus, that, in the judgment of the Deputy Secretary and the Chief of Police, constitutes an ongoing or continuing threat, a “timely warning” is issued to members of the community. The warnings are issued through the college e-mail system to students, faculty, and staff. The notice will also be posted on the Yale Police website. Additional notifications will be made by phone or in person to University Officers, deans, and others closely associated with any victim of a major crime

*Policy regarding preparation of the annual disclosure (Contact: Office of the Secretary, (203) 432-6602 or Yale Public Safety, (203) 785-5555)*

Crime statistics for the annual disclosure are collected from two primary sources: (i) the New Haven and Yale Police Departments, and (ii) school officials with knowledge of formal and informal complaints and disciplinary referrals. University officials assemble the police reports and, using a directory of campus-owned and occupied property and a map that combines campus and city areas coded by property type, review each report to determine the geographic category (on-campus, on campus residential, non-campus, public) in which incidents fall. When there is doubt whether a crime is reportable owing to its location, the University errs on the side of including the crime, in an effort to provide useful and informative data. With regard to the school officials, reports are solicited twice a year. The campus officials are informed that any complaint, allegation, or incident falling into the reportable categories (arson, murder, manslaughter, aggravated assault, sex offenses, robbery, burglary, and motor vehicle theft) that is described to them must be reported, regardless of whether any particular informal or formal investigative process is pursued. Each year, an e-mail notification is made to all enrolled students, faculty, and staff that provides the website address to access this report. Employees who do not have e-mail accounts receive a copy of the report by mail at their home address. Copies of the report are available through the Admissions Office and the Human Resources Department. Copies of the report may also be obtained at the University Police Department located at Ashmun Street. The report is posted online at [www.yale.edu/publicsafety/](http://www.yale.edu/publicsafety/).

*Policy regarding immediate emergency response and notification (Contact: Office of the Secretary, (203) 432-6602)*

### **YALE ALERT**

Yale ALERT can reach students, faculty, staff and members of the New Haven community, with time-sensitive information during unforeseen events or emergencies using voice, email, and/or text messaging. The University will use emergency contact numbers that have been registered with Yale. The Yale ALERT system and all methods of emergency communications are tested community-wide three times per year.

- Save the Yale ALERT number (203-432-5830) as a contact and pay immediate attention to all notifications.

Visiting students, spouses, affiliates and members of the New Haven community may wish to receive emergency communications (text, email or voice) from the university. Go to the Yale ALERT website ([www.yale.bbcportal.com/](http://www.yale.bbcportal.com/)) and follow the directions provided.

The University has developed emergency response and notification procedures for major events as noted:

In the event of a shooting incident on campus, the Yale Alert system would be used to notify the campus. Public address systems and external loud speakers would also be used to reach members of the community without cell phone, visitors on campus, and others in the area.

The Yale Police have a Special Emergency Response Team (SERT) that is trained and equipped to respond if we should have such a situation.

In the event of a major fire, explosion, or other situation causing extensive property damage, the Yale Police, in coordination with the New Haven Fire Department, would respond to begin immediate evacuation. Staging areas for residential facilities have been identified and would be opened to accommodate residents as conditions permit.

The University has an extensive plan that would be implemented if there were a major pandemic such as an outbreak of avian flu affecting the United States. The University would consider canceling classes and sending home as many students as possible. Essential operations would continue, however, including services to house and feed those remaining on campus, support for critical facilities operations such as heating and cooling, and medical care for members of the YUHS and the Yale community generally.

In the event of a major hurricane, tornado, or other severe weather, the Secretary of the University would issue an alert to the campus and would activate the Emergency Operations Center (EOC) if conditions warranted.

**Please report all crimes to the Yale Police Department at (203) 432-4400.**

**2014 CRIME AND OTHER DATA**

<b>Criminal Offenses – On-campus total</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Forcible sex offenses (including forcible rape)	18	16	12	N/A
c. Non-forcible sex offenses	0	0	0	N/A
d. Robbery	4	4	2	4
e. Aggravated assault	3	4	0	0
f. Burglary/theft	28	38	52	33
g. Motor vehicle theft	11	7	3	2
h. Arson	3	0	0	1
i. Negligent manslaughter	0	0	0	0

**Criminal Offenses – On-campus (only Residence Halls)**

a. Murder/Non-negligent manslaughter	0	0	0	0
b. Forcible sex offenses (including forcible rape)	17	15	10	N/A
c. Non-forcible sex offenses	0	0	0	N/A
d. Robbery	0	0	0	0
e. Aggravated assault	0	3	0	0
f. Burglary/theft	18	27	41	17
g. Motor vehicle theft	0	0	0	0
h. Arson	2	0	0	0
i. Negligent manslaughter	0	0	0	0

**Criminal Offenses – Non-campus**

a. Murder/Non-negligent manslaughter	0	0	0	0
b. Forcible sex offenses (including forcible rape)	0	0	0	N/A
c. Non-forcible sex offenses	0	0	0	N/A
d. Robbery	1	0	1	0
e. Aggravated assault	1	0	0	1
f. Burglary/theft	14	2	4	4
g. Motor vehicle theft	5	1	4	1
h. Arson	0	0	0	0
i. Negligent manslaughter	0	0	0	0

**Criminal Offenses – Public Property**

a. Murder/Non-negligent manslaughter	0	0	1	0
b. Forcible sex offenses (including forcible rape)	2	0	0	N/A
c. Non-forcible sex offenses	0	0	0	N/A
d. Robbery	23	20	18	27
e. Aggravated assault	4	2	0	2
f. Burglary/theft	0	0	0	0
g. Motor vehicle theft	4	13	7	8
h. Arson	0	0	0	0
i. Negligent manslaughter	0	0	0	0

**Arrests – On-campus**

a. Liquor law violations	37	27	20	6
b. Drug law violations	11	52	38	27
c. Illegal weapons possessions	0	1	1	0

**Arrests – On-campus Residence Halls**

a. Liquor law violations		2	8	0
b. Drug law violations		2	2	5
c. Illegal weapons possessions		0	8	0

**Disciplinary Actions/Judicial Referrals – On-campus**

a. Liquor law violations		7	52	11
b. Drug law violations		8	1	11
c. Illegal weapons possessions		0	0	0

<b>Arrests – Non-campus</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
a. Liquor law violations	4	4	1	0
b. Drug law violations	1	0	0	0
c. Illegal weapons possessions *	0	0	0	0

<b>Disciplinary Actions/Judicial Referrals – Non-campus</b>				
a. Liquor law violations	0	0	0	0
b. Drug law violations	0	0	0	0
c. Illegal weapons possessions	0	0	0	0

<b>Arrests – Public Property</b>				
a. Liquor law violations	21	52	20	8
b. Drug law violations	35	54	31	25
c. Illegal weapons possessions	8	7	2	1

<b>Disciplinary Actions/Judicial Referrals – Public Property</b>				
a. Liquor law violations	4	3	0	1
b. Drug law violations	0	0	1	0
c. Illegal weapons possessions	0	0	0	0

<b>Hate Offenses – On-campus</b>				
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Aggravated assault	0	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0	N/A
d. Non-forcible rape	0	0	0	N/A
e. Arson	0	0	0	0
f. Negligent manslaughter	0	0	0	0
g. Simple assault	0	0	0	0

<b>Hate Offenses – On-campus Residence Halls</b>				
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Aggravated assault	0	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0	N/A
d. Non-forcible rape	0	0	0	N/A
e. Arson	0	0	0	0
f. Negligent manslaughter	0	0	0	0
g. Simple assault	0	0	0	0

<b>Hate Offenses – Non-campus</b>				
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Aggravated assault	0	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0	N/A
d. Non-forcible rape	0	0	0	N/A
e. Arson	0	0	0	0
f. Negligent manslaughter	0	0	0	0
g. Simple assault	0	0	1	0

<b>Hate Offenses – Public Property</b>				
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Aggravated assault	0	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0	N/A
d. Non-forcible rape	0	0	0	N/A
e. Arson	0	0	0	0
f. Negligent manslaughter	0	0	0	0
g. Simple assault	0	0	0	0

## APPENDIX C

### YALE BUILDINGS & ADDRESSES

AA&A	Art & Architecture	180 York Street
AACC	African American Cultural Ctr	211 Park Street
AKW	Arthur K. Watson Hall	51 Prospect Street
AMISB	Amistad Street Bldg	10 Amistad Street
ASH40	40 Ashmun Street	40 Ashmun Street
BAC	British Art Center	1080 Chapel Street
BASS	Bass Center	266 Whitney Avenue
BASSLB	Bass Library	120 High Street
BCMM	Boyer Ctr Molecular Medicine	295 Congress Ave
BCT	Becton Center	15 Prospect Street
BERKLY	Berkeley Center (Div)	363 St Ronan Street
BK	Berkeley College	205 Elm Street
BM	Bingham Hall	300 College Street
BML	Brady Memorial Laboratory	310 Cedar Street
BOWERS	Bowers Hall	205 Prospect Street
BR	Branford College	74 High Street
BRADY	Brady Memorial Laboratory	310 Cedar Street
BRBL	Beinecke Rare Book Library	Wall and High Streets
BRW35	35 Broadway	35 Broadway
C	Connecticut Hall	344 College Street
CALHIL	Calvin Hill Day Care Center	150 Highland
CAW	Creative Arts Workshop	80 Audubon Street
CC	Calhoun College	189 Elm Street
CCL	Cross Campus Library	120 High Street
CED330	330 Cedar Street	330 Cedar Street
CH100	100 Church Street South	100 Church Street South
CO135	435 College Street	435 College Street
CO451	451 College Street	451 College Street
CO493	493 College Street	493 College Street
CR305	305 Crown Street	305 Crown Street
CRB	Chemistry Research Building	275 Prospect Street
CSC	Child Study Center	230 S Frontage Rd
DAVIES	Davies Auditorium, Becton Ctr	15 Prospect Street
DC	Davenport College	248 York Street
DL	Dunham Laboratory	10 Hillhouse Avenue
DMCA	Digital Media Center Arts	149 York Street
DOW	Dow Hall	370 Temple Street
EDG32	32 Edgewood Avenue	32 Edgewood Avenue
EDW340	340 Edwards Street	340 Edwards Street
EDW380	380 Edwards Street	380 Edwards Street
ELM143	143 Elm Street	143 Elm Street
ELM149	149 Elm Street	149 Elm Street
ES	Ezra Stiles College	19 Tower Pkwy
ESC	Environmental Sciences Center	21 Sachus Street
ESH	Edward S Harkness Hall	367 Cedar Street
FENCE	Fence Club	220 York Street
GEO300	300 George Street	300 George Street
GML	Greeley Memorial Laboratory	370 Prospect Street
GR109	109 Grove Street	109 Grove Street
GREEN	Green Hall (1156 Chapel)	1156 Chapel Street
HEN	Hendrie Hall	165 Elm Street
HGS	Hall of Graduate Studies	320 York Street
HH	Hammond Hall	14 Mansfield Street
HLH15	15 Hillhouse Avenue	15 Hillhouse Avenue
HLH24	24 Hillhouse Avenue	24 Hillhouse Avenue
HLH27	27 Hillhouse Avenue	27 Hillhouse Avenue
HLH28	28 Hillhouse Avenue	28 Hillhouse Avenue
HLH31	31 Hillhouse Avenue	31 Hillhouse Avenue

HLH51	51 Hillhouse Avenue	51 Hillhouse Avenue
HLH55	55 Hillhouse	55 Hillhouse Avenue
HOPE	Hope 3	15 Cedar Street
ISM	Institute of Sacred Music	409 Prospect Street
JE	Jonathan Edwards College	68 High Street
JPL	John B Pierce Laboratory	290 Congress Avenue
JWG	J.W. Gibbs Laboratory	260 Whitney Avenue
K	Kirtland Hall	2 Hillhouse Avenue
KBT	Kline Biology Tower	219 Prospect Street
KGL	Kline Geology Laboratory	210 Whitney Avenue
KRN	Kroon Hall	195 Prospect Street
L	Lawrance Hall	358 College Street
LC	Linsly Chittenden Hall	63 High Street
LEIGH	Leigh Hall	435 College Street
LEPH	Laboratory of EPH	60 College Street
LOM	Leet Oliver Memorial Hall	12 Hillhouse Avenue
LORIA	The Loria Center	190 York Street
LUCE	Luce Hall	34 Hillhouse Avenue
MARSH	Marsh Hall	360 Prospect Street
MC	Morse College	302 York Street
MEC	Malone Engineering Center	55 Prospect Street
ML	Mason Laboratory	9 Hillhouse Avenue
OAG	Old Art Gallery	56 High Street
OML	Osborn Memorial Laboratories	165 Prospect Street
PACE	PACE Center	340 Edwards Street
PC	Pierson College	261 Park Street
PH	Phelps Hall	344 College Street
PK205	205 Park Street	205 Park Street
PK217	217 Park Street	217 Park Street
PM	Peabody Museum	170 Whitney Avenue
PR124	124 Prospect Street	124 Prospect Street
PR135	135 Prospect Street	135 Prospect Street
PR140	140 Prospect Street	140 Prospect Street
PR230	230 Prospect Street	230 Prospect Street
PR301	301 Prospect Street	301 Prospect Street
PR310	310 Prospect Street	310 Prospect Street
PR77	77 Prospect Street	77 Prospect Street
PRP8	8 Prospect Place	8 Prospect Place
PWG	Payne Whitney Gymnasium	70 Tower Pkwy
RDH	Rudolph Hall	180 York Street
RKZ	Rosenkranz Hall	115 Prospect Street
S	Sage Hall	205 Prospect Street
SA10	10 Sachem Street	10 Sachem Street
SA80	80 Sachem Street	80 Sachem Street
SCL	Sterling Chemistry Laboratory	225 Prospect Street
SDQ	Sterling Divinity Quadrangle	409 Prospect Street
SHM	Sterling Hall of Medicine	333 Cedar Street
SLB	Sterling Law Buildings	127 Wall Street
SLIFKA	Slifka Center	80 Wall Street
SM	Sprague Memorial Hall	Sprague Memorial Hall
SML	Sterling Memorial Library	120 High Street
SPL	Sloane Physics Laboratory	217 Prospect Street
SSS	Sheffield Sterling Strathcona	1 Prospect Street
ST	Street Hall	1071 Chapel Street
STOECK	Stoeckel Hall	96 Wall Street
SW	Swing Dorm	100 Tower Parkway
SY	Saybrook College	242 Elm Street
TAC	The Anlyan Center	300 Cedar Street
TC	Trumbull College	241 Elm Street
TD	Timothy Dwight College	345 Temple Street



TM320	320 Temple Street	320 Temple Street
TM370	370 Temple Street	370 Temple Street
TM405	405 Temple Street	405 Temple Street
TM432	432 Temple Street	432 Temple Street
TM434	434 Temple Street	434 Temple Street
UT	University Theater	222 York Street
WALL81	81 Wall Street	81 Wall Street
WH121	121 Whitney Avenue	121 Whitney Avenue
WH158	158 Whitney Avenue	158 Whitney Avenue
WH175	175 Whitney Avenue	175 Whitney Avenue
WH221	221 Whitney Avenue	221 Whitney Avenue
WHC	Whitney Humanities Center	53 Wall Street
WL53	53 Wall Street	53 Wall Street
WLH	William L. Harkness Hall	100 Wall Street
WNSL	Wright Nuclear Structure Lab	272 Whitney Avenue
WOOL	Woolsey Hall	College and Grove Streets
WWW	William Wirt Winchester Bldg	25 York Street
YCMD	Yale Ctr Medical Informatics	40 Temple Street
YK149	149 York Street	149 York Street
YK204	204 York Street	204 York Street
YK212	212 York Street	212 York Street
YK220	220 York Street	220 York Street
YK222	222 York Street	222 York Street
YK254	254 York Street	254 York Street
YPSC	Yale Psyc Services Clinic	405 Temple Street
YRT	Yale Repertory Theatre	1120 Chapel Street
YUAG	Yale University Art Gallery	1111 Chapel Street

## APPENDIX D

### YALE SEXUAL MISCONDUCT POLICY

Yale strives to be a community free of sexual misconduct, by promoting the essential values of respect and responsibility, providing education, and working with students, faculty, and staff to create a community that is safe and supportive for all. Yale takes all complaints and accusations of sexual misconduct seriously.

Sexual assault, harassment, and other forms of sexual misconduct can have a profound impact on one's personal and academic life. If a case of sexual misconduct occurs, the University strongly urges those affected to take action, including pursuing criminal or disciplinary sanctions. The University urges anyone coping with such a situation to seek help and support. **If you are uncertain of your options or simply need help, call the SHARE Center at (203) 432-2000.**

#### Yale Policies and Related Definitions

Yale University is committed to maintaining and strengthening educational, working, and living environments founded on civility and mutual respect in which students, faculty, and staff are connected by strong bonds of intellectual dependence and trust. Sexual misconduct is antithetical to the standards and ideals of our community and will not be tolerated. Yale aims to eradicate sexual misconduct through education, training, clear policies, and serious consequences for violations of these policies. The University Title IX Coordinator has responsibility for ensuring compliance with Yale's policies regarding sexual misconduct. The University-Wide Committee on Sexual Misconduct (UWC) and the Title IX Coordinators address allegations of sexual misconduct. These policies apply to all members of the Yale community as well as to third parties (i.e., individuals who are neither students nor employees, including but not limited to guests and consultants) for conduct directed toward University students, faculty, or staff members. Conduct that occurs in the process of application for admission to a program or selection for employment is also covered by these policies. Many forms of sexual misconduct are prohibited by Connecticut and federal law (including Title IX of the Education Amendments of 1972) and could result in criminal prosecution or civil liability.

#### Definition of Sexual Misconduct

Sexual misconduct incorporates a range of behaviors including sexual assault, sexual harassment, intimate partner violence, stalking, voyeurism, and any other conduct of a sexual nature that is nonconsensual, or has the purpose or effect of threatening, intimidating, or coercing a person. Much sexual misconduct includes nonconsensual sexual contact, but this is not a necessary component. For example, threatening speech that is sufficiently severe or pervasive to constitute sexual harassment will constitute sexual misconduct. Making photographs, video, or other visual or auditory recordings of a sexual nature of another person without consent constitutes sexual misconduct, even if the activity documented was consensual. Similarly, sharing such recordings or other sexually harassing electronic communications without consent is a form of sexual misconduct. Both men and women are protected from sexual misconduct, and sexual misconduct is prohibited regardless of the sex of the harasser. Violations of Yale's Policy on Teacher-Student Consensual Relations and its policy on Relationships between Staff Members are also forms of sexual misconduct.

#### Definition of Sexual Harassment

Sexual harassment consists of nonconsensual sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature on or off campus, when: (1) submission to such conduct is made either explicitly or implicitly a condition of an individual's employment or academic standing; or (2) submission to or rejection of such conduct is used as the basis for employment decisions or for academic evaluation, grades, or advancement; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating or hostile academic or work environment. Sexual harassment may be found in a single episode, as well as in persistent behavior. Both men and women are protected from sexual harassment, and sexual harassment is prohibited regardless of the sex of the harasser.

**Definition of Sexual Assault**

Sexual assault is any kind of nonconsensual sexual contact, including rape, groping, or any other nonconsensual sexual touching.

**Definition of Sexual Consent**

Sexual activity requires consent, which is defined as positive, unambiguous, and voluntary agreement to engage in specific sexual activity throughout a sexual encounter. Consent cannot be inferred from the absence of a “no”; a clear “yes,” verbal or otherwise, is necessary. Consent to some sexual acts does not constitute consent to others, nor does past consent to a given act constitute present or future Yale sexual misconduct policies and related definitions consent. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Consent cannot be obtained by threat, coercion, or force. Agreement under such circumstances does not constitute consent. Consent cannot be obtained from someone who is asleep or otherwise mentally or physically incapacitated due to alcohol, drugs, or some other condition. A person is mentally or physically incapacitated when that person lacks the ability to make or act on considered decisions to engage in sexual activity. Engaging in sexual activity with a person whom you know—or reasonably should know—to be incapacitated constitutes sexual misconduct.

**Guidance Regarding Sexual Consent**

Consent can be accurately gauged only through direct communication about the decision to engage in sexual activity. Presumptions based upon contextual factors (such as clothing, alcohol consumption, or dancing) are unwarranted, and should not be considered as evidence for consent. Although consent does not need to be verbal, verbal communication is the most reliable form of asking for and gauging consent. Talking with sexual partners about desires and limits may seem awkward, but serves as the basis for positive sexual experiences shaped by mutual willingness and respect.

**Definition of Intimate Partner Violence**

Intimate partner violence (IPV) occurs when a current or former intimate partner uses or threatens physical or sexual violence. IPV also may take the form of a pattern of behavior that seeks to establish power and control by causing fear of physical or sexual violence. Stalking may also constitute IPV.

**Definition of Stalking**

Stalking is repeated or obsessive unwanted attention directed toward an individual or group that is likely to cause alarm, fear, or substantial emotional distress. Stalking may take many forms, including following, lying in wait, monitoring, and pursuing contact. Stalking may occur in person or through a medium of communication, such as letters, email, text messages, or telephone calls. In some circumstances, two instances of such behavior may be sufficient to constitute stalking.

**Yale Policy on Teacher-Student Consensual Relations**

The integrity of the teacher-student relationship is the foundation of the University’s educational mission. This relationship vests considerable trust in the teacher, who, in turn, bears authority and accountability as a mentor, educator, and evaluator. The unequal institutional power inherent in this relationship heightens the vulnerability of the student and the potential for coercion. The pedagogical relationship between teacher and student must be protected from influences or activities that can interfere with learning and personal development. Whenever a teacher is or in the future might reasonably become responsible for teaching, advising, or directly supervising a student, a sexual relationship between them is inappropriate and must be avoided. In addition to creating the potential for coercion, any such relationship jeopardizes the integrity of the educational process by creating a conflict of interest and may impair the learning environment for other students. Finally, such situations may expose the University and the teacher to liability for violation of laws against sexual harassment and sex discrimination. Therefore, teachers must avoid sexual relationships with students over whom they have or might reasonably expect to have direct pedagogical or supervisory responsibilities, regardless of whether the relationship is consensual. Conversely, a teacher must not directly supervise any student with whom he or she has a sexual relationship. Undergraduate students are particularly vulnerable to the unequal institutional power inherent in the teacher-student relationship and

the potential for coercion, because of their age and relative lack of maturity. Therefore, no teacher shall have a sexual or amorous relationship with any undergraduate student, regardless of whether the teacher currently exercises or expects to have any pedagogical or supervisory responsibilities over that student. Teachers or students with questions about this policy are advised to consult with the University Title IX Coordinator, the Title IX Coordinator of his or her school, the department chair, the appropriate dean, the Provost, or one of his or her designees. A student or other member of the community may lodge a formal or informal complaint regarding an alleged violation of this policy with the University Title IX Coordinator, with the Title IX Coordinator of his or her school, or with the University-wide Committee on Sexual Misconduct. Violations of the above policies by a teacher will normally lead to disciplinary action. For purposes of this policy, “direct supervision” includes the following activities (on or off campus): course teaching, examining, grading, advising for a formal project such as a thesis or research, supervising required research or other academic activities, serving in such a capacity as Director of Undergraduate or Graduate Studies, and recommending in an institutional capacity for admissions, employment, fellowships or awards. “Teachers” includes, but is not limited to, all ladder and non-ladder faculty of the University. It also includes graduate and professional students and postdoctoral fellows and associates only when they are serving as part-time acting instructors, teaching fellows or in similar institutional roles, with respect to the students they are currently teaching or supervising. “Students” refers to those enrolled in any and all educational and training programs of the University. Additionally, this policy applies to members of the Yale community who are not teachers as defined above, but have authority over or mentoring relationships with students, including athletic coaches, supervisors of student employees, advisors and directors of student organizations, Residential College Fellows, as well as others who advise, mentor, or evaluate students.

### CAMPUS RESOURCES

The following administrators and faculty are available to respond to general concerns or questions or to address specific complaints of sexual misconduct.

#### **SHARE: The Sexual Harassment and Assault Response and Education Center Information, Advocacy, and Support**

55 Lock St, Lower Level (Yale Health Center)

[www.sharecenter.yale.edu/](http://www.sharecenter.yale.edu/)

(203) 432-2000 (24-hr availability by phone)

SHARE is available to members of the Yale community who are dealing with sexual misconduct of any kind. Individuals turn to us with a variety of concerns, large and small, and we assist in whatever way we can. Sometimes we have a one-time phone consultation. More often, that first phone call leads to meeting in person, exploring options for response, and working to make sure that the caller gets whatever ongoing assistance she or he needs.

SHARE responders are Yale University mental health professionals. All calls to SHARE are confidential, and can be anonymous if you wish. We will offer information and support, and sometimes recommendations, but we won't tell you what to do—our goal is to help you make your own informed, empowered decisions.

- Professional, expert help for people who have experienced sexual misconduct, their friends and family
- Coordinates medical treatment, evidence collection
- Assists with contacting police and/or initiating a complaint
- Strictly confidential services—anonymous if desired

#### **Title IX Coordinators**

[www.provost.yale.edu/title-ix/coordinators](http://www.provost.yale.edu/title-ix/coordinators)

(203) 432-4446 (9 am–5 pm weekdays)

- University Title IX Coordinator; Deputy Coordinators assigned to Yale College, the Graduate School, each professional school, and faculty and staff

- Responsible for policies, programs, coordination of resources, tracking and investigating complaints
- Inform complainants of criminal and disciplinary options, and assist with interim measures and remedies.
- Take institutional action when necessary
- Confidential—with limited exceptions

**University-Wide Committee on Sexual Misconduct**

[www.provost.yale.edu/uwc](http://www.provost.yale.edu/uwc)

(203) 432-4441 (9 am–5 pm weekdays)

- Yale’s internal disciplinary committee for cases of sexual misconduct
- Members include faculty, staff, and students; supported by professional, independent fact-finders
- Complainants can discuss options and seek resolution, remedies, and disciplinary action
- Handles both informal and formal complaints
- Confidential—shares certain information with the University Title IX Coordinator

**Yale Police Department**

[www.publicsafety.yale.edu/](http://www.publicsafety.yale.edu/)

(203) 432-4400 (24-hr availability)

- Sworn police officers; Sensitive Crimes & Support Coordinator
- Conducts criminal investigations
- Provides assistance and services to victims
- Will consult without requiring a police report to be filed
- Confidential—shares certain information with the University Title IX Coordinator



# Yale

## SUMMER SESSION

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(203) 432-2430  
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