LEAP EXPECTATIONS AND AGREEMENT FORM

Saint Leo University would like to welcome all LEAP students to the summer 2012 program and wish you good luck. The purpose of the LEAP program is to assist you with your transition to the University. We will provide you with the support you need, however **it is your responsibility to comply with all University policies and procedures.** Failure to do so will result in your dismissal from the program, which will prohibit your ability to continue as a Saint Leo University student. Please read this document--marked “SLU copy”--in its entirety and sign at the bottom, place in the enclosed business reply envelope and return to Saint Leo University **prior** to your arrival on campus on Saturday, July 14. Keep the other (enclosed) copy—marked “student copy”--for your records. Your signature represents your understanding and acceptance of what is expected from you during the program. It is your responsibility to be an active participant in your educational experience both inside and outside the classroom. You can find University policies and student code of conduct:

http://www.saintleo.edu/Campus-Life/Code-of-Conduct

In order to ensure your success the following policies have been identified and will be enforced to assist you from engaging in high risk behavior that would likely impede your ability to achieve excellence within the program. Failure to follow University procedures and policies will result in immediate LEAP termination. LEAP is an opportunity for you to demonstrate that you are capable of being a productive member of the Saint Leo University community. As a requirement for this program, specific sanctions have been established for the following (below) policies. Please note—all infractions of University policy will be formally handled through the University’s judicial system, as defined in the student handbook.

**Illegal Drug Use:** Immediate parental notification and dismissal from the LEAP program. Local law enforcement will be notified.

**Visitation:** LEAP participants may not enter University residential facilities other than the Marmion and Snyder Residence Halls. Additionally, guests (including current SLU students) are **not** permitted within the Marmion Snyder Residence Halls during the LEAP program.

Class, tutoring session, service, and field trip attendance is required of all LEAP students;
Therefore an unexcused absence may result in your removal from the program. Students that fail to meet the behavioral and/or academic requirements of the program, and are terminated for such reasons, will be asked to leave campus within 24 hours unless approved by the Associate Vice President of Student Services.

- The Associate Vice President of Student Services or his designee will determine sanctions for policy violations that are non-academic.
- The Vice President for Academic Affairs or her designee will determine sanctions for academic policy violations.

**Student Life Expectations**

**Alcohol:** Use, possession, sale, and/or acting under the influence of alcoholic beverage on campus or upon return to campus as determined by the following:

a. Physical evidence: any container of an alcoholic beverage (whether empty, full, or partially full) will constitute sufficient evidence to find a student (or students) of a room (or suite) or automobile guilty of possession of alcoholic beverage on campus.

b. Physiological evidence: any indication of intoxication, including but not limited to, alcohol smell, red eyes, slurred speech or staggering.

c. Underage students should also be aware that being present when the University alcohol policy is violated is a violation of University alcohol policy itself. Example: being present at a private room party where alcohol is available or being consumed by others. In such a situation, even though the underage person is not in possession of or consuming alcohol himself/herself, being physically present would result in the individual being charged with an alcohol policy violation for both the underage person and the room hosts and occupants.

d. In addition, alcohol paraphernalia (box covers, bottles, cans, bottle caps, etc.) cannot be within any room for decoration or storage.

**Illegal Drugs:** The use and/or abuse of illegal drugs violate the law as well as the purpose and mission of Saint Leo University. Students are urged to consider the potentially harmful effects of these substances to their health and well being. Such materials are not to be housed, used, or distributed on campus.

The University staff and/or civil authorities will investigate to prevent the use of alcohol and illegal drugs where there is reasonable cause to believe that a violation of University policy or state law has occurred, will occur, or is in progress. This includes the right to search persons, rooms, and vehicles believed to be in violation of this policy. Information from reliable sources, law officials, concerned citizens, or personal observation by University officials or staff may be used to determine whether reasonable cause for search exists. This policy is in no way meant to invade the rights or privacy of the individual but is intended to preserve the safety and security of the total University community and to support legal standards and the purpose of the University. Every reasonable attempt will be made to contact the individuals involved prior to searching any university room/suite.
Possession of drug paraphernalia such as pipes, water bongs, hookahs, scales, roach clips, etc. is not permitted on campus and will result in a drug violation if found.

Residency
LEAP students are required to live on campus for the duration of the program, including weekends. There are no overnight absences permitted during weekdays and weekends. Overnights stays on weekends will only be considered upon approval of a parent/guardian’s written request to the director. There are no exceptions. Additionally, due to rigorous academic nature of the program, students are strongly discouraged from accepting or continuing employment during the four-week program.

Academic Expectations
- Students must earn a “C” final grade in both courses in order to be admitted to Saint Leo University for the fall semester, 2012. There are no exceptions. Students earning below a “C” in one or both classes will be dismissed at the end of the four week LEAP program and will not be admitted for full time freshman status for the fall 2012 semester.
- Daily attendance in SLU 100 and ENG 121 is mandatory. A single absence may result in failure of the class/classes and immediate, early dismissal from the program.
- An excused absence for a serious family or medical emergency must be approved prior to class—or immediately thereafter—by the LEAP program director and faculty members, and will be considered on an individual basis. Students must supply official documentation and parental acknowledgement of emergency. A final decision regarding excusal will be made by the Vice President for Academic Affairs or her designee. Because of the nature of the program, any absence, even if excused, will seriously undermine your ability to succeed and will, most likely, have a negative impact on your final grade(s) and opportunity to full time admission to SLU.
- Students are required to attend class on time. Grade points will be subtracted for late arrival at the discretion of the faculty member and will, therefore, jeopardize your continued participation in the LEAP program. Habitual, excessive lateness will result in dismissal from the LEAP program.
- Evening (6-9 PM) and all day Wednesday (9 a.m. – 5 PM) tutoring/learning lab sessions are mandatory. The same rules that apply to class attendance and tardiness (above) apply to these sessions as well. Tutors will have complete authority in these sessions and will be treated with the same respect and consideration due faculty members during class sessions.
- Saturday activities, service, and field trips are mandatory and are subject to the same rules (above) that apply to class attendance and tardiness. Chaperones and tutors will have complete authority during these trips and will be treated with the same respect and consideration due faculty members during class sessions. Sunday will be a free day with no required attendance of class or programs.
• **Cell phone use, text messaging, instant messaging, and emailing during class and learning lab/tutoring sessions is prohibited.** All entertainment devices, such as I-pods, etc., are prohibited from class and study sessions as well. Failure to comply may result in dismissal from the program.

• All class and learning lab assignments must be submitted when due. There are no exceptions. Late assignments will not be accepted. Make up work will not be given or accepted. No make up tests or quizzes will be given. If you fail to hand in an assignment on the due date, or if you miss a quiz or a test, you will be given a zero (F) for that assignment/test.

• LEAP students are prohibited from the main campus from 9PM-6 a.m. for the entire course of the program. **Other than the Marmion Snyder Residence Halls, LEAP students are prohibited from entering any other residential facility.**

• **The final day of class for LEAP is Friday, August 10, 2012.** Final exams will be scheduled in the morning and afternoon. Therefore, no early dismissals are permitted. If you have successfully completed the LEAP program and wish to return home before fall classes begin, schedule flights from TIA no earlier than 8PM on Friday; Saturday, August 11 flights are also acceptable. If you live locally, do not expect to leave campus before 5PM on Friday, August 10, 2012. LEAP students are permitted to remain on campus until fall classes begin on August 21, 2012.

By signing this document, you are stating that you have read and understand all of the above information including your responsibility to adhere to all University policies.

Student Name (Print)

__________________________________________________________

Student Signature/Date

__________________________________________________________

Parent/Legal Guardian Signature

__________________________________________________________

Saint Leo University Copy
Sign and return in envelope provided PRIOR to your arrival on campus.