

2024/2025

COLLEGE ACCESS HANDBOOK



**Elon Academy
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Dear Elon Academy Scholar and Family Members:

Welcome to the Elon Academy! This summer is the beginning of a journey that is going to change your life. As a member of the Elon Academy, you will have a summer filled with opportunities to:

- Engage in academic courses on Elon’s campus where you will be challenged to stretch your mind and develop your intellect.
- Participate in year-round academic programs and mentoring that will help you succeed in high school and college.
- Develop your leadership skills so that you are empowered to take on leadership positions at your high school and beyond.
- Access financial aid, scholarship, and college planning information that will ensure that you have the support necessary to pursue college and the career of your choice.
- Dance, explore the arts, and enjoy athletic activities.
- Enjoy field trips and visits to other college campuses.
- Make new, lifelong friends.
- Have the time of your life!

The most exciting and memorable journeys take detours, shortcuts, and side trips as opportunities arise.

So, be flexible, take advantage of every challenge and opportunity, and, most importantly, enjoy the trip. We guarantee that every minute will be worthwhile. We have wonderful faculty and staff as well as fantastic mentors. We all look forward to getting to know each and every one of you and your families.

We are very excited about this summer!

Dr. Kim Payne

Ms. Emily Winterich-Knox

Ms. Katherine Wicke Laplante

Elon Academy Scholars Speak Out

We asked Elon Academy scholars to share their favorite part of the program or their most valuable experience.

Their words highlight the aspects of the Elon Academy: connectedness, learning, and leadership.

"My favorite part about the Elon Academy was the amazing individuals that I had the privilege to meet."

"I feel as though most of the staff, mentors, and scholars touched me in some way."



"I love how motivated I have become. I don't know where I would be without the Elon Academy."

"The Elon Academy has changed my perspective of college. It has made me realize that it will be challenging, but with the right mindset I can persevere. It has made me realize that I should set my goals high because I achieve more."

"It's like we're all one big family."

How does the Elon Academy Program change "students" into "scholars"?

Once again, Elon Academy scholars provided their insight and reflections.

"I have a better vocabulary, my morals are better rooted, and I have learned not to judge but to respect."

"I feel like I'm more confident in the way that I interact with people. I'm also more interactive in my classes."

"I have learned to get along better with others. I have started to go the extra mile in school and also explore my mind."

"I am more confident about myself, and I am not afraid to try new things."

"The Elon Academy has opened my eyes and mind to all of the opportunities available for me after high school. It made me realize that a college education is very much in reach, in fact, it is closer than I ever thought it would be."



The Elon Academy Program Overview

The Elon Academy is an intensive, multiphase college access and success program based on academic accomplishment, leadership development, “college knowledge”, and family involvement. This innovative program serves academically promising Alamance County high school students who have limited financial resources and/or no family history of college — known barriers to considering a college education. Once a student is accepted into the program in ninth grade, they remain an Elon Academy Scholar until they graduate from college — a seven-year commitment.

Phase I: The College Access Program provides enriching experiences for high school students. Scholars uncover their passions, build academic skills, find meaning in their lives and imagine new futures for themselves and their families. Each spring a cohort of ninth graders is selected based on an application and interview process. The year-round program combines three intensive three-week residential summer experiences at Elon prior to the 10th, 11th, and 12th grades with monthly Saturday Academy meetings during the academic year.

The residential component of the program mirrors college life; providing exposure to academic classes, co-curricular experiences, college planning, and college visits. In addition, families and scholars meet for an advising session with a college planning staff each year. Elon University faculty teach classes while college students serve as teaching assistants and mentors. The Saturday Academy includes SAT preparation, essay writing, college selection guidance, as well as college grant and scholarship information. Since family involvement is crucial, parallel programs are offered for family members four times per year. Scholars are mentored between Saturday Programs by specially trained college students who answer questions and offer college selection guidance and encouragement. The Elon Academy also provides academic coaches on an as-needed basis to support scholars in taking a rigorous high school curriculum. Counseling services and referrals to community agencies are also available to both scholars and their families.

Phase II: The Transitions to College Program is designed to prepare scholars and their families for the financial, academic, personal, and social challenges of transitioning to college. This program takes place during the summer between high school graduation and the first year of college. Older Elon Academy college scholars serve as peer leaders during the transitions retreat and as peer mentors during the academic year.

Phase III: The College Success Program is designed to ensure college completion for scholars once they enter college. Elon Academy staff visit scholars on their campuses to provide additional academic, social, and mentoring/advising support, as well as assistance in securing additional financial aid. The role of the Elon Academy is to facilitate campus connections for scholars no matter where they are attending school. In addition, information about career transition and graduate school is provided to those college scholars who are nearing graduation. The impact of the program is expanded when Elon Academy college scholars return to the campus and the community to inspire and support Elon Academy Phase One scholars, who also dream of a college education, by serving as mentors and teaching assistants during the residential summer program.

SUMMER RESIDENTIAL PROGRAM

Attendance for the entire 3 weeks of the summer program is required. We ask that parents/guardians not make any appointments for scholars or plans for family vacation during this time period. Scholars are not able to attend any activities outside of the Elon Academy program during their time on campus at the Elon Academy Summer Program. Scholars should not miss any day in the summer program unless they are too sick to remain on campus. If a scholar goes home for illness, the family should communicate daily with Elon Academy staff to let us know when the student will return to the campus. An inability to attend all three weeks of the summer program means a scholar will need to be withdrawn from the Elon Academy.

FIRST DAY – Sunday, June 9, 2024

Leadership Team moves into Colonnades C (Kivette) & D (Stanley)	1:00 p.m.
Rho Cohorts move into (Colonnades C & D)	1:30 p.m.
Sigma and Tau Cohorts move into (Colonnades C & D)	2:00 p.m.

ALL MOVE IN MUST BE COMPLETED BY 3:00 p.m.

This will be the last time today for parents to unload scholar items from automobiles.

Scholars will NOT be returning to the residence halls after the opening ceremony.

Scholars and Mentors walk to Whitley Auditorium	3:00-3:30 p.m.
Family Meeting (All Cohorts) in Turner Theatre (located in Schar Hall)	3:15-4:00 p.m.
Opening Ceremony Rehearsal (scholars only) in Whitley Auditorium	3:30-4:00 p.m.
Opening Ceremony in Whitley Auditorium	4:15-5:00 p.m.
“Goodbyes” and families depart	5:00-5:30 p.m.
Elon Academy Open House (Mooney 302)	5:00-5:30 p.m.

WEEKENDS AT HOME

Friday, June 14	Depart at 5:00 p.m.
Sunday, June 16	Return at 5:30 p.m.
Friday, June 21	Depart at 5:00 p.m.
Sunday, June 23	Return at 5:30 p.m.

All scholars MUST BE PICKED UP from their residence hall unless transportation home has been requested. Scholars may only be picked up by a person who has been designated by the parent or guardian on the Emergency Contact Information Form you completed prior to the summer program. A signature and/or identification (if requested) of the person picking up a scholar will be required. All scholars MUST be checked in to their residence hall on Sundays at 5:30 p.m. **Please contact the Elon Academy office 24 hours in advance if your scholar needs transportation.**

LAST DAY – Friday, June 28, 2024

Presentations of Learning (scholars and families)	6:30 p.m.
Refreshments	7:15 p.m.
Closing Ceremony (scholars and families)	7:30 p.m.

Families and friends are invited to attend the presentations and closing ceremony on June 28th. All scholars MUST BE PICKED UP after the closing ceremony unless transportation home has been requested.



Summer Academic Advising Meetings

Family advising sessions will be offered after the summer program. College planning staff will communicate with their scholars about scheduling these family advising sessions.

Academic Courses

Scholars will take one academic class during the summer program. The classes are highly interactive but also require reading, writing, speaking, critical thinking, and/or quantitative analysis. The goal is to introduce scholars to areas of study that they might pursue in college and to help them build the academic and social skills to be successful in college.

College Planning Courses

In addition to academic classes, all scholars in the Elon Academy take a college planning course with their cohort during the summer program. The courses are designed to help scholars understand and navigate the process of planning for and applying to college throughout their high school years.

Rho Class

College Admissions Essays
Elon Academy 301

Sigma Class

Elon Academy 201
Present Yourself II!

Tau Class

Present Yourself I!
Elon Academy 101

College Visits

Two days during the summer program, all scholars visit college campuses across North Carolina.

Evening Curriculum

Several co-curricular learning experiences are provided during the summer program. These experiences provide scholars with the opportunity to make new friends, gain self-confidence, and acquire new knowledge and skill.

Summer Housing

All scholars will be housed in the Colonnades Neighborhood on Elon University's campus in double occupancy residence halls. Scholars are paired with a roommate. Just like an Elon University student, the scholars must complete roommate and community agreements on the first night. These agreements provide guidelines to ensure a successful summer. Twelve Elon University students and Elon Academy college scholars serve as mentors and live in the residence suites with the scholars. Scholars are housed in two different buildings, and they are not permitted in the other's building.

Right of Entry

The University reserves the right to enter student rooms or grant permission to its authorized agent to enter student rooms, for the following reasons: to respond to an emergency, to make needed repairs, to perform routine maintenance, to conduct health and safety inspections, and as necessary

to maintain University rules and regulations. Residence Life staff will conduct inspections for health and safety conditions and property inventory periodically. The Search and Seizure policy may be found at: <https://www.elon.edu/u/residence-life/resources/residential-policies/>.

Elon Academy Dining Experience

During the summer residential program, scholars, mentors, faculty, and staff utilize an Elon University dining hall for breakfast, lunch, and dinner.

Visitation

Immediate family members are welcome to visit their scholars during lunch or dinner during the summer program (Monday through Friday only). However, Elon Academy cannot provide meals for family visitors. Families may bring outside food for themselves and/or their scholars, and if so, must eat in the seating area outside the dining hall. If you would like to visit campus, please contact the main office at (336) 278-6109 or elonacademy@elon.edu at least 24 hours in advance of your visit. We want to ensure your scholar will be present and not on a field trip or college visit. If you are coming to campus for a visit and need directions, please contact the Administrator on Call (AOC) cell phone number. It is wonderful for you to see your scholar, and they usually enjoy seeing you! Below are some guidelines to ensure that we know where students are and to make your visitation experience the best possible.

Be on time. Please be sure to arrive at the beginning of mealtime:

Lunch: 11:35 a.m. – 12:05 p.m.

Dinner: 5:35 p.m. – 6:05 p.m.

Leave on time. Please be prompt about saying your goodbyes. The students have activities starting immediately after your departure; therefore, it is important that parents/guardians say good-bye and leave so that students can prepare for the next activity.

Just family, please. PARENTS/GUARDIANS are the only individuals who may request visits. Also, although we enjoy meeting the scholars' "significant others," like friends, boyfriends, girlfriends, etc., the Elon Academy is a special time, and the scholars need to remain focused on their purpose in the program. Therefore, we limit visitors to immediate family members (parents, guardians, siblings), ABSS Advocates, and special Elon University guests.

If you have any questions regarding visitation, please call the Elon Academy Office at (336) 278-6109 or email elonacademy@elon.edu.

Scholar Snacks

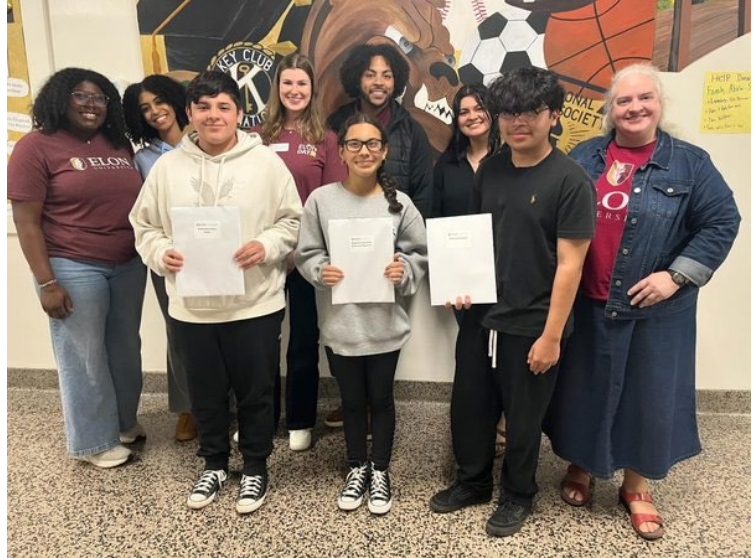
If they desire, scholars may bring snacks with them when they come to campus on Sundays. We ask that family members NOT bring snacks to the Elon Academy Office during the week. We do not have a way to refrigerate perishable items or enough staff to distribute food during the day.

Sending Mail

Family and friends are welcome to send mail to students while at Elon Academy. It will be delivered at morning meeting and at lunch. The address to which mail should be addressed is: Elon Academy, Attn: (Your child's name here), Campus Box 2108, Elon, NC 27244.

Communicating With Us During the Summer

The best way to communicate with Elon Academy staff during work hours (8:30 a.m. to 5:00 p.m.) of the summer program is through our office phone at (336) 278-6109 or email at elonacademy@elon.edu. Before and after this time period, you can reach an Elon Academy staff member via the AOC cell phone. Summer mentors also have work cell phones. At appropriate times, scholars may borrow the mentor's telephone to call parents or guardians. However, when parents make calls to campus, please call the AOC phone number.



General Illness

If a scholar is ill or has an injury, an approved family member or person listed on their emergency contact sheet will be asked to pick up the scholar.

If the scholar's illness can be handled through medication, the parents/guardians must bring the medication to campus for the scholar and administer it to their child. If a guardian cannot bring medication to campus to address a scholar's need, the scholar will be taken home for additional care. **NO Elon Academy Staff, Faculty, or Mentor will ever give medicine to a scholar.**

Year-Round Program for Scholars

Each month during the school year, Elon Academy scholars return to campus for a Saturday morning program that includes academic enrichment and college planning. The expectation is that all scholars will attend every Saturday Program. Excused absence is only given for sickness, family emergency or death in the family. School-related or sports conflicts are not considered excused absences. The learning experiences that occur during the Saturday Program cannot be duplicated at a different time and cannot easily be made up outside of class. Missing a Saturday Program will put a scholar behind in important college planning work. Our expectation is that you will let us know of an absence and the reasons for that absence as soon as possible (unless it is an emergency) and that scholars will make up any work missed in a timely fashion.

All scholars COME TO CAMPUS by 8:50 a.m. on Saturday mornings. Our program begins at 9:00 a.m. so it is important to arrive early to be able to sign-in and settle into the main room. All scholars MUST BE PICKED UP FROM CAMPUS at 12:30 p.m. unless they are staying for special afternoon programs.

Scholars should be picked up and dropped off near the Koury Business Center (KOBC). *If scholars are driving themselves, they need to park in the Colonnades Parking Lot or Innovation Lot (see campus map).* If transportation is a hardship, please call the Elon Academy office by the Wednesday before a Saturday Program and we will attempt to arrange transportation.

2024-2025 Saturday Academy Schedule

9:00 a.m. – 12:30 p.m.

September 7, 2024 – all families
October 19, 2024
November 9, 2024 – all families
December 14, 2024

January 11, 2025
February 22, 2025 – Sigma & Tau families
March 15, 2025 – Rho families
April 12, 2025 – Sigma & Tau families

Inclement Weather Policy

If there is inclement weather on the day of a Saturday Program, scholars should check their Elon email and Elon Academy social media (Facebook and Instagram) for information about potential cancellations. **College Access Team (CAT) Mentors** will also be notified of any cancellations, and they will be asked to contact their scholars via telephone or text.

Family Programs

Multiple Saturday Programs consist of special sessions designed especially for families (see schedule above). Our programming has been designed to build from year to year and corresponds to a student's year in high school. Family attendance at these Saturday Programs is expected. Families may also invite others interested in learning more about college access. We only ask that you call the Elon Academy office and let us know that guests will be joining you so that we can have enough materials. Our family sessions are provided in both English and Spanish.

The **goal** of Elon Academy family programs is to provide Elon Academy families with the knowledge and resources to successfully plan for college. Our hope is that families feel confident enough to become involved in the college-going process and support their scholars through this experience.

During the sophomore and junior years, families participate in three hour-long workshops on topics related to college access and success during each Saturday Program (four per academic year). During the senior year, families attend three on-campus programs and spend a considerable amount of time outside of formal programming working on financial aid paperwork, both independently and under the guidance of Elon Academy staff.



Families also receive information relevant to supporting their student's transition to college, and information on the next phase of programming for scholars, which occurs throughout their college years. Family involvement does not end with the high school phase and families are welcome and encouraged to contact staff at any time during their scholar's college experience for information or advice on supporting their college

student, to share successes or concerns, or for connection to community or campus resources.

We view our work with families as a partnership that empowers them with information and support as they collaborate with their scholar on the journey to college. The Elon Academy values feedback and uses it to inform our work and to best meet the needs and preferences of our families. Additionally, we hope that families will consider actively participating in the Elon Academy through attendance at family Saturday Programs, and by volunteering to assist staff with special events throughout the year, such as scholar recruitment and Orientation Day.

A typical year in family programming will cover:

- Financial Literacy
 - Budgeting, bank accounts, credit cards
 - Financial goal setting
 - Financial aid process and requirements
 - Financial resources
- Important topics for successful high school completion
 - Understanding the high school transcript
 - Course selection
 - How to access the school counselor and resources in the school counseling office
 - The importance of extracurricular involvement
- Preparing for college application and admission
 - Making the most of a college visit
 - College and scholarship application timeline
 - Standardized testing, including the SAT and ACT
 - Available resources for preparedness, including online tools
- Social and Emotional Well-being
 - Managing stress

- o Communication skills
- o Accessing mental health services
- Campus Life and Culture
 - o Study abroad
 - o Academic resources and advising
 - o Support programs for marginalized and first-generation students

Language Interpretation

The Elon Academy is committed to ensuring that all our families experience our information and services as equitably as possible. As part of that, we recognize the importance of families accessing information in the language in which they are most comfortable. When your scholar is admitted to the program, you may indicate the language in which you prefer to receive both printed materials and verbally presented information. We routinely provide Spanish interpretation at Saturday Programs and special events and translate all major documents, monthly newsletters, and evaluation forms.

For languages other than Spanish, we make every effort to provide interpretation services, but cannot guarantee availability. If you prefer a language other than English or Spanish, please contact the Elon Academy office.

Most programs will feature consecutive interpretation, in which the English speaker and Spanish interpreter will take turns sharing the same information in both languages. At a few special programs and events, we offer simultaneous interpretation, in which the interpreter communicates through a headset worn by those who would like to hear the information presented in Spanish. As a nonprofit responsible for raising our own funds, cost prohibits us from offering simultaneous interpretation at every event and program. Suggestions or feedback regarding interpretation and translation is welcome and will help us to meet our goal of accurate and inclusive services.

Additional Scholar Support

The Elon Academy assigns all scholars a **College Access Team (CAT) Mentor**. These are Elon University students, hired and trained by the Elon Academy. Scholars are required to meet with their CAT Mentor AT LEAST three times per semester to offer guidance and support on the journey to college. Meetings should take place in September, October, November, February, March, and April.

Meetings typically last for about an hour and focus on college research, goal setting, problem-solving, and college planning. Meetings must take place in a public place such as a public library, Belk Library (Elon University's Library), a restaurant, coffee shop, or at the scholar's school at the end of the school day. Scholars may request additional assistance from CAT mentors as needed. Scholars are required to communicate effectively with their CAT mentors to arrange for these meetings. Should you have any questions or concerns about CAT mentoring please immediately contact the Elon Academy.

Elon Academy scholars are also provided with an **Academic Coach** on an as-needed basis. Scholars making below a C in their high school courses will be required to seek extra help at their schools or from the Academy. Coaches must be requested by October 25th for the fall semester and by March 31st for the spring semester. Coaches are Elon University students, well-versed in the subjects they

coach, and paid for by the Elon Academy. Academic Coaches differ from tutors in the sense that Academic Coaches focus on *continuous student mastery* of a subject. Like a coach for an athletic sport, Academic Coaches meet with scholars on a regular basis to assist scholars in maintaining and increasing understanding of academic content. While Academic Coaches certainly assist with scholars' understanding of homework and help scholars to prepare for tests, this should not be the sole focus of an Academic Coaching session. Academic Coaches should not be viewed solely as resources to be used when a student is already having difficulty in a course, but rather to ensure that the student has the best possible handle on the content of a course. Academic Coaching sessions typically last for about an hour to an hour and a half. This is a free service offered by the Elon Academy; however, families are responsible to provide scholar transportation to coaching sessions. If a coach is requested, the scholar should utilize the coach for maximum benefit.

SAT Prep Sessions: Optional

During the fall and spring semesters, scholars are given the option to sign up for SAT preparation. The scholars who elect to engage in this will stay following one Saturday Program to take a practice test and be introduced to the online SAT prep program. After this session, students are expected to work independently on SAT prep tasks emailed to them by the Assistant Director of College Success. Self-discipline and communication are crucial for a successful SAT prep experience. Participation in SAT prep sessions is on a first come-first-serve basis. If space is available, scholars may choose to attend sessions in both semesters, but first preference is given to those scholars who have not attended SAT prep sessions. Elon Academy staff provides support for scholars during these prep sessions.

Family and Scholar Support

The Elon Academy recognizes that there will be challenges on the journey to college for both the scholar and their family. While academic achievement is important for college admission, the most successful scholars are those that prioritize their emotional health, proactively manage stressors, and seek support and resources to overcome barriers.

In recognition of the importance of emotional well-being, the Elon Academy provides free, confidential counseling to both scholars and families in the program, as well as connection to community agencies/resources that may be of benefit. Counseling may be requested for individuals or for families/groups. Additionally, Elon Academy staff may request or require counseling support and/or connection to community resources as part of a comprehensive approach to preparing a student for college success.

Please be aware that there are limits to confidentiality, most notably: (1) when there is a clear risk of harm to scholar and/or family member; (2) when there is reason to believe that a child needs protection; (3) when the law requires the release of confidential information (e.g., court-order); and (4) when there is a need to obtain appropriate professional consultations. The limits of confidentiality may include sharing pertinent information with other Elon Academy staff to properly structure support and services for the scholar.

What Does It Mean to Successfully Complete the Elon Academy Phase 1 Program?

Our goal is for 100% of our Elon Academy scholars to earn scholarships and attend the college or university of their choice. Scholars who do not commit to the expectations of the Elon Academy are unlikely to earn scholarships and be successful in college. As a staff, we will do our part to make the dream of a college education a reality; scholars must do their part as well.

All Scholars Must:

Maintain a 3.0 weighted average (or better) in academic classes throughout high school. Earn no final grade below C. Seek help when needed.

Consistently respond in a timely manner to phone calls, emails, text messages, print mail and requests for meetings.

Meet all appointments or call to reschedule in a timely manner.

Earn positive reports from faculty, staff, and mentors during the summer program and teachers and administrators during the academic year.

Attend and be on time for all Saturday Programs unless absence is excused. *It is essential that you call our office prior to an absence except in cases of emergency. Even if there are excessive excused absences dismissal may be necessary since the scholar is not benefiting fully from the program.*

Attend all three weeks of the summer residential program for three summers. *Scholars who are absent for any part of the summer program, except in cases of emergency, may be dismissed from the Academy.*

Take the PSAT and PreACT in the sophomore year and retake the PSAT in the junior year. Provide scores to the Elon Academy in a timely manner.

AVOID non-negotiable behaviors during the summer program and during the academic year.

Be willing to seek and/or accept help for behaviors or situations which may interfere with academic or social success. Such assistance may include coaching referrals or meeting with Elon Academy staff.

Junior Scholars Must:

Do all the above, plus:

Practice for the SAT or ACT using the book provided and online resources.

Take the SAT and ACT at least once before their final Elon Academy summer program. *Scholars who have not provided us with scores will not be allowed to attend the summer program as rising seniors.*

Senior Scholars Must

Do all the above, plus:

Complete at least three college applications including one “choice school” approved by the Elon Academy staff, by the December Saturday Program of the senior year. Scholars are required to apply to at least one cohort-based program.

Complete the Free Application for Federal Student Aid (FAFSA) and CSS Profile (if required) no later than the December Saturday Program of the senior year.

Provide Elon Academy with information on college acceptances, financial aid packages, scholarships, etc. *Scholars who do not provide this information will not be eligible for the Transitions to College Program or support during college.*

Complete all four years of high school (no early graduation).

Attend the President’s Reception for graduating seniors.

Attend the *Transitions to College* Program.



Scholars who do not fulfill these responsibilities will either be placed on probationary status or dismissed from the program.

Exceptions to these requirements will be made on an individual basis. Any dismissal decision is at the discretion of the Elon Academy staff. There is no appeal process.

What Does It Mean to Be an Elon Academy Phase 1 Parent/Guardian?

Our goal is for 100% of our Elon Academy scholars to earn scholarships and attend the college or university of their choice. Our families are an important part of this process as you are critical to the success of your scholar. We will do our part to make the dream of a college education a reality; we are depending on you to do your part, as well.

All Parents/Guardians Should:

Ask your scholar about their class schedules, homework, tests, and grades. We require that our scholars maintain a 3.0 average or higher and earn no grade lower than “C” in academic classes throughout high school. Encourage them to seek help when needed.

Consistently respond in a timely manner to phone calls, emails, text messages, print mail and requests for meetings.

Meet all appointments or call to reschedule in a timely manner.

Ensure that scholars attend and are on time for all Saturday Programs unless they are signed up for the SAT or ACT. *It is essential that you call our office prior to an absence except in cases of emergency.*

Attend family programs whenever possible.

Be sure that scholars do NOT engage in any non-negotiable behavior during the summer program or during the academic year. This includes making sure that your scholar has given you his/her cell phone & other prohibited electronic devices prior to coming to campus in the summer.

Encourage your scholar to seek help for behaviors or situations that interfere with academic or social success. Learning to ask for help is an important skill that will help them succeed in college. If your scholar is struggling in an academic or social area, the Elon Academy may recommend and provide assistance, such as coaching referrals or meeting with Elon Academy staff.

Parents/Guardians of Junior Scholars Should:

Do all the above, plus:

Encourage your scholar to practice for the SAT or ACT using online resources such as Khan Academy.

Be sure that your scholar takes the PSAT, PLAN, SAT and ACT and provides the Elon Academy with scores in a timely manner. *Scholars who have not provided us with scores will not be allowed to attend the summer program as rising seniors.*

Parents/Guardians of Senior Scholars Should:

Do all of the above, plus:

Encourage your scholar to complete at least three college applications, including one “choice school” approved by the Elon Academy staff, by the December Saturday Program of the senior year. (At least one application must be a public NC school).

Complete the Free Application for Federal Student Aid (FAFSA) and other required financial aid documents no later than the December Saturday Program senior year.

Provide the Elon Academy with information on college acceptances, financial aid packages, scholarships, etc. Scholars who do not provide this information will not be eligible for the Transitions to College Program or support during college.

Encourage your scholar to complete all four years of high school (no early graduation).

Encourage your scholar to attend the President's Reception for graduating seniors. This is a required event for senior scholars and families are encouraged and welcomed to attend.

Attend the *Transitions to College Workshop for Families* during July of the senior year.



Elon Academy Cultural Guidelines (The EA Way)

The Elon Academy is a community. Our expectation is that all members of the Elon Academy community will work together to build, honor, maintain, and sustain the health and vitality of the community and the individuals in it. The Elon Academy honor code is about responsibility, respect, integrity, and honesty. This includes valuing the contributions of a diversity of identities and perspectives. We believe that affirming students' race, ethnicity, class, gender, sexual orientation, religion, and abilities is crucial to an engaged and committed community. The core values embraced by the Elon Academy are reflected in the habits of highly effective teens described by Sean Covey. These are the ideals that best define our expectations.

Be proactive: Take initiative and be responsible for your actions and choices. Use your resources, ask questions and ask for help.

Begin with the end in mind: Mentally and physically commit to the principles, values, relationships and purposes that matter most in your pursuit of higher education.

Put first things first: Make choices around what is most important (sometimes delaying gratification).

Think Win-Win: Have a frame-of-mind that seeks for mutual benefit and respect for all.

Be self-aware: Acknowledge your strengths, identify your weaknesses, and work to improve.

Seek first to understand, then to be understood: Listen with the intent to understand others; have courage to be understood respectively.

Synergize: Work together to achieve more.

Any behavior, inside or outside of the classroom (on and off the Elon campus), that is inconsistent with our values and expectations jeopardizes the health and vitality of the community. We have provided the following guidelines in an attempt to more clearly communicate the nature of those behaviors that are detrimental to the Elon Academy community. Through these guidelines, the Elon Academy strives to nurture positive life habits that will help each scholar be more successful.

The following non-negotiable behaviors occurring at any time will result in immediate consequences (items in bold will likely result in immediate dismissal from the program). Faculty, staff, and mentors are **required** to report any non-negotiable behavior. They cannot negotiate with the scholars.

- **Illegal Drugs**
- **Underage Alcohol or Tobacco Use**
- **Violence**
- **Bullying**
- **Stealing**
- **Gang Activity**
- Dishonesty (plagiarism, cheating, lying, etc.)
- Ignoring repeated feedback

In addition, during the College Access Summer Program the following non-negotiable behaviors will result in immediate consequences (up to immediate dismissal from the program).

- Weapons (on campus)
- Sexual activity (includes kissing)
- Being where you are not supposed to be
- Cell phones (not allowed during the Summer Program and turned off during Saturday Academy)
- Televisions, computers, gaming systems, or any device that can access the internet are not allowed during the Summer Program (mp3 players that DO NOT have the capability to connect to the internet are acceptable). If you are uncertain about the appropriateness of a device, please check with an Elon Academy staff member BEFORE the summer program.



Non-Negotiable Procedures for Scholars and Families

Any scholar who engages in a ***non-negotiable*** behavior (in bold) will be dismissed from the Elon Academy permanently. We cannot be responsible for scholars who engage in illegal activity or behavior that may be unsafe and put themselves or others at risk. All disciplinary actions will be undertaken at the discretion of administrative staff. There is no appeal process.

Any scholar who engages in a ***non-negotiable*** behavior that is not in bold or brings a ***cell phone or other unapproved device*** to

campus will be sent home from the summer program for at least 24 hours. To return to the summer program, students sent home must submit a written letter to staff recommitting to the Honor Code and Elon Academy expectations. Elon Academy staff will review the letter and determine student's eligibility to return to campus.

Elon's Honor Code

Every member of Elon University and Elon Academy has the right to live and learn in an atmosphere of trust and support. Responsibility for maintaining these values in our community rests with each individual member. Values that promote this atmosphere include:

Honesty

Being truthful in one's academic work and in one's relationships

Integrity

Being trustworthy, fair and ethical

Responsibility

Being accountable for one's own actions and learning

Respect

Being civil, valuing the dignity of each person, and respecting the physical and intellectual property of others.

In an academic setting (like high school or college) this honor code means that sharing answers on a quiz, test, or exam (or 'stealing' answers from another) would be dishonest, showing no integrity and not being respectful of the intellectual property of others. Plagiarism is passing off work as your own when it truly belongs to someone else. At the same time, copying or allowing someone to copy your homework would also be dishonest. Doing so would be breaking the Elon Academy Honor Code.

Elon's Honor Pledge

"On my honor, I will uphold the value of Elon University: honesty, integrity, responsibility, and respect." To view the full honor code, go to <https://elon.smartcatalogiq.com/en/2023-2024/student-handbook/honor-system/the-elon-honor-code/>

Throughout the College Access (Phase I) portion of the Elon Academy program, our expectation is that each scholar will give 100% of their effort to realizing their dream of going to college. For example, the following behaviors would indicate less than 100% commitment (this is not a complete list):

1. Repeatedly exhibiting behavior that interferes with a teacher's teaching, one's own learning, or the learning of others.
2. Not giving 100% effort, inside and outside of class and/or not completing assignments adequately.
3. Not following Elon Academy handbook expectations including program expectations outlined on the Elon Academy commitment document.
4. Posting/emailing/saying anything that puts any member of the Elon Academy community in a negative light (including yourself) and posting pictures without permission.

5. Allowing grades to drop below As and Bs during the school year without making a good faith effort (tutoring available at school, academic coaching by Academy staff) to remedy the situation.
6. Failing to respond to phone calls, emails, letters, and text messages in a timely fashion.
7. Failing to attend all of the summer program and Saturday Academy sessions.
8. Not meeting with CAT mentors, Academic Coaches, and/or Elon Academy staff as required.



The Elon Academy is a community of learners in which all participants – faculty, staff, and scholars – make it a priority to help and support one another. Students should treat **everyone** they meet (inside or outside of the Academy) with **respect, dignity, and sensitivity**. All Elon University employees and Elon Academy scholars are entitled to work and study in school-related environments that promote safety and equality for all parties. **Elon University will not tolerate acts of abuse, assault, discrimination or harassment.** Examples of prohibited conduct include threats, sexually explicit actions or comments, verbal, emotional, sexual, or physical abuse, harassing phone

calls, physical aggression/assault, and discrimination based on gender, race, ethnicity or sexual orientation. Comments or behaviors that are hurtful or derogatory toward any member of the Elon Academy or University community via any medium (bodily, print, verbal, telephone, electronic, etc.) are also prohibited.

Scholars who believe they have been the victims of any type of abuse, assault, discrimination, or harassment have the right to report the incident to any Elon Academy staff member, campus safety and police, and/or the Elon Police Department (Town of Elon Municipal Building). If the victim is under the age of 18, the parent or guardian will be notified of the alleged assault. More information about campus policy and state laws on these issues may be found at: <https://www.elon.edu/u/title-ix/>.

Students should challenge themselves to behave in ways that are dignified and mature even when they are feeling angry or upset. Talking back to and/or disrespecting others by fighting, using foul language, or making sexist or racist comments will never solve the problem. Students should seek help if they are not sure how to handle a conflict.

Mandated Reporting

The safety and welfare of our scholars is a primary concern. As such, the Elon Academy and its faculty, staff, and mentors are mandated reporters of child abuse and neglect under North Carolina law. If any member of the staff receives a report of, suspects, or finds evidence of abuse or neglect toward a scholar they are legally required to report this to the Alamance County Department of Social Services (DSS). All reports of abuse or neglect will be taken very seriously by staff. The County's DSS website defines abuse as "The harmful mistreatment by a parent, guardian or caretaker, which may be physical, emotional, or sexual in nature." Neglect is defined as "Continued failure to provide for a child's basic needs, which may be medical, educational, physical, or emotional in nature." The identity of the reporter and all information shared will be kept confidential. Further information on the topic, as well as reporting procedures, may be found on the DSS website: <http://www.alamance-nc.com/dss/>.

Personal and Social Guidelines for the Summer Program

We want Elon University, the community, and the general public to view Elon Academy scholars in a positive way; therefore, it is extremely important that each and every student behaves with respect and decorum at all times. It is also very important to begin recognizing and practicing appropriate behaviors - behaviors that will serve students well as they begin moving forward toward realizing their personal and professional goals. For these reasons, we have developed the following personal and social guidelines to be observed during the summer program. Learning to behave in appropriate ways is just as important to students' success as their academic development. If, at any time, family members or students are confused about expectations, please talk with a faculty member, a mentor, or a staff member for clarification.

Honor and respect those who make the Elon campus safe, comfortable, and enjoyable. Students should show their appreciation to those who serve their meals, mow the grass, clean residence halls and other campus buildings, and perform other duties that enhance their Elon experience. We sincerely appreciate their contributions and want to be sure that they are recognized on a daily basis for their hard work.

- Keep your room, the bathroom, and the hallway clean.
- Leave furniture in the room.
- Be patient and respectful to dining hall staff and to those who serve you in restaurants.
- Say thank you to Elon staff whom you see working around campus.

Be polite, respectful, and attentive in all interactions with others. For example:

- Always say "Please" and "Thank You."
- Say "Hello" when you encounter people on campus.
- Shake hands and introduce yourself when you meet people.
- Make eye contact when talking with others.



Students are at the Elon Academy to focus on their academic development and position themselves to go to a college or university. Students should **stay focused** – relationships with other members of the Academy should remain platonic. This means that kissing, hugging, and other romantic or sexual behavior is inappropriate during the residential summer program and while on-campus during the year-round program.

Always be on time. Time management is an essential skill for students' future success.

During the summer program, scholar cars are not allowed on campus.

Protect your own safety and the safety of others.

- Do not use matches, candles, or incense.
- Do not tamper with fire alarms, fire extinguishers, smoke detectors, or laundry machines.
- Do not prop open doors on the stairwells or outside doors.
- Be in your room at designated times; always be in your room by 10:00 p.m.
- Keep your room locked. (Elon Academy and Elon University are not responsible for lost items and will not look for any lost items.) **YOU WILL BE ISSUED A KEY TO YOUR RESIDENCE HALL ROOM. IF YOU LOSE THE KEY THERE WILL BE A \$50 CHARGE.**
- Remain seated when traveling on the bus.
- Always stay with your group during activities.
- Wherever you are on campus, always be sure that you follow the instructions of your mentors/faculty.

Show respect for your peers, mentors, and teachers.

- Keep music low in the residence halls.
- Use headphones when listening to music on the bus.
- Let the staff know where you are at all times.
- Order promptly at restaurants and include bathroom breaks in the allotted mealtime.

Show respect for those providing opportunities and experiences that will enhance your personal and professional growth.

- Remain alert and attentive in class and on tours.
- Limit bathroom use during class and during tours for cases of emergency.
- Leave headphones and personal electronic devices in the residence hall and/or on the bus during field trips. (Headphones and personal electronic devices are only allowed in the residence halls and on the bus if the electronic device DOES NOT have the capacity to connect to the internet.)

Always remember that you are a member of the Elon community and that you are a representative of the University and the Academy.

- Use good judgment when selecting your clothing. When in doubt about the appropriateness of a particular item of clothing, check with a mentor or staff member.
- Shirts must be worn at all times outside of residence halls (except when swimming), this includes when playing sports.

- Avoid saggy pants and T-shirts with inappropriate sayings.
- Additional garments must be worn under see-through garments.
- Sleepwear should be worn only in the residence halls.
- Shoes should be worn at all times. (Sandals and flip-flops are fine.)
- When wearing Elon Academy shirts, shorts and pants must not have holes in them (no exposed skin).
- Change clothes if requested by a staff member or mentor.
- Wear your Elon Academy shirt when required.
- Wear your Elon Academy lanyard and badge at all times.

The Elon Academy directors, faculty, or staff may make an exception to these guidelines for medical or religious situations. The Elon Academy directors, faculty, and staff have the authority to address a problem with a student's attire not specifically mentioned above if the attire has potential to disrupt the activity or misrepresent the Elon Academy program.



Elon University Library Use Guidelines

Elon Academy students have the opportunity to use the Elon University library throughout the year to enrich their academic experience, to study, to research class projects, etc. To use the library, students need to follow certain guidelines.

The library seeks to maintain an atmosphere conducive to studying and reading. Talking in a subdued tone is permitted on the first floor. The second floor and third floors are reserved for quiet study. Scholars should not use small study rooms during the summer program.



Certain types of materials, including reference books, reserve materials, DVDs, music scores, audiobooks, newspapers, periodicals, microforms, and archival materials may be used only in the library—You cannot check them out. We expect students to only view age-appropriate DVDs. DVDs may not be checked out by Elon Academy scholars; however, they can be used in the library. Scholars are not permitted to check out materials from media services.

Circulating materials are loaned for various lengths of time, and each borrower is responsible for knowing the due date/time on all items and for returning them on or before they are due. Borrowers will receive an email courtesy reminder three days before items are due and can renew needed items either online or in person. Borrowers will be charged \$60.00 per item for material that is considered lost. The library will accept an exact replacement of any missing item but in all cases the borrower may be responsible for a fee.

There are no daily library fines for Elon Academy scholars, but borrowers with overdue materials will be blocked from further check-outs. Failure to return library materials in a timely manner may result in suspension of check-out privileges.

Materials lost belonging to other libraries will be charged at the rate of the lending library. All outstanding library debts must be cleared before the scholar may check out other materials. The library adheres to and supports all copyright regulations.

What to Bring to Elon Academy

The following is a list of items that ***will be provided*** to you:

- Backpack, water bottle, Elon Academy shirt, and Phoenix Card. Returning scholars should already have these items. If you need a replacement item, please let a staff member know.
- Notebooks, paper, pencils, pens
- Identification Lanyard
- Calculator (as needed for course work)
- Athletic Equipment
- Sheets and blankets can be provided if you do not have any. The specific bedding that you need for your room is highlighted below. Please let our office know by Friday, May 24th if you need linens provided by Elon Academy.

The following is a list of items that ***you need to bring*** in addition to your normal clothing needs:

- One blanket or comforter (twin size or full size)
- Pillow
- Towels/washcloths
- Bed sheets: extra-long twin or full-size bed sheets
- Toiletries (toothpaste, toothbrush, shampoo, shower gel, tissues, hand soap, deodorant)
- Sunscreen and bug spray
- First Aid Kit (band aids, antibacterial cream, anti-itch cream, alcohol wipes, pain reliever)
- Small trash can
- Hangers
- Umbrella and/or rain jacket
- Shoes: For the shower (flip-flops and/or swimming shoes) and athletic shoes
- Comfortable clothing including a bathing suit, a sweatshirt or light jacket (for classrooms, cool weather, or nights), one pair of shorts (not too short) or pants for field trips
- Any medication that you take daily or on a regular basis (this needs to be disclosed to Elon Academy staff before move-in day on medical information form)
- Alarm clock

The following is a list of non-essential items that you ***may choose to bring***:

- Hair dryer and or curling iron
- Wristwatch (those that don't connect to the internet)
- Bath mats, floor mat, or carpet
- Snacks or eating utensils (microfridges will be given to scholars with a medical need. A full-size refrigerator and microwave are on each floor for shared use.)
- Small lamp or reading light
- Personal items such as your favorite pillow, stuffed animal, etc.
- Musical instruments
- Surge protector (no simple extension cords without surge protection are allowed)
- A book to read during down time or travel to campus visits

Please leave the following items at home:

- All electronic devices that have the capability to connect to the internet (cell phones, computers, gaming systems, or televisions)**
- Simple extension cords without surge protectors**
- Matches, lighters, or candles**

Emergencies

Scholar Emergency

The safety and security of your scholar are top priorities during the Elon Academy. If there is a medical emergency, we will first stabilize the student, call the emergency contact person, and/or call the paramedics if necessary. We will discuss possible next steps with the emergency contact, i.e., whether to have the student remain on campus, to take the student home, to their local doctor, or to the hospital. In a life-or-death situation, we will immediately call the paramedics, transport the student to the hospital, and begin emergency treatment. Emergency contacts will be called as quickly as possible.

Parent/Guardian Emergency

If you have an emergency and need to contact your scholar, please call one of the staff. The contact information is listed below. During the summer program, there will always be an Administrator on Call (AOC). The AOC will have a specially designated cell phone that you can contact 24 hours a day. The number for this cell phone will be provided on opening day of the summer program.

Critical Incidents

Emergency response procedures are outlined in our Critical Incidents Handbook. This document specifies the protocol that will be used to handle critical incidents such as injury, illness, weather emergencies, fire, and other emergencies that may arise. All faculty, staff, and mentors are familiar with the procedures. Mentors, who are most likely to be first responders, receive training in appropriate protocols as well as CPR and emergency first-aid procedures. Additional training is provided when there is a student with particular needs that may arise during the residential component of the Academy. The Critical Incident Handbook is available upon request.



Directions

Directions to Elon University's main campus:

- Take Interstate 85/40 to Exit 140 (University Drive) and head north on University Drive.
- Turn right onto Boone Station Drive, and then immediately left at St. Mark's Church Road.
- Follow this road for 1.4 miles. Note the road's name changes to Williamson Avenue after crossing S. Church Street. You will cross railroad tracks as you enter campus.
- Turn right at the first stoplight immediately after the railroad tracks. The Mooney building will be at the first entrance on the left.
- Parking is along the railroad tracks. During the summer and after 5:00 p.m. there is generally not a problem with parking in this lot for a brief period of time. Please put a note on your dashboard that you are visiting the Elon Academy offices.

For visitor parking:

- Cross the railroad tracks and continue through the stoplight, through the town of Elon to the next stoplight. Turn right on Haggard Avenue.
- Take first left onto N. O'Kelly Avenue and follow the signs to visitor parking behind McMichael Science Center.

Elon Academy Offices in the Mooney Building: The Elon Academy offices are located in the Mooney building (closest address 200 E Lebanon Ave, Elon NC 27244) on the third floor in the Center for Access and Success. During the summer and after 5:00 p.m., parking is available in the Mooney parking lot (blue car) or along the railroad tracks on Lebanon Ave. During the academic year from 8:00 a.m. – 5:00 p.m. Monday – Friday, guests must use visitor parking (available throughout campus).

Colonnades Neighborhood (Summer Residence Hall): Scholars will reside in the Colonnades Neighborhood (purple heart) during the summer program. The entrance to the Colonnades Neighborhood is off North O'Kelly Ave near the entrance to the Inn at Elon. Turn onto Phoenix Dr. The parking lot is straight ahead (red car). The closest address for the Colonnades Neighborhood is 525 East Phoenix Dr, Elon, NC 27244. **DO NOT** park at the Inn at Elon or at Inman Admissions.

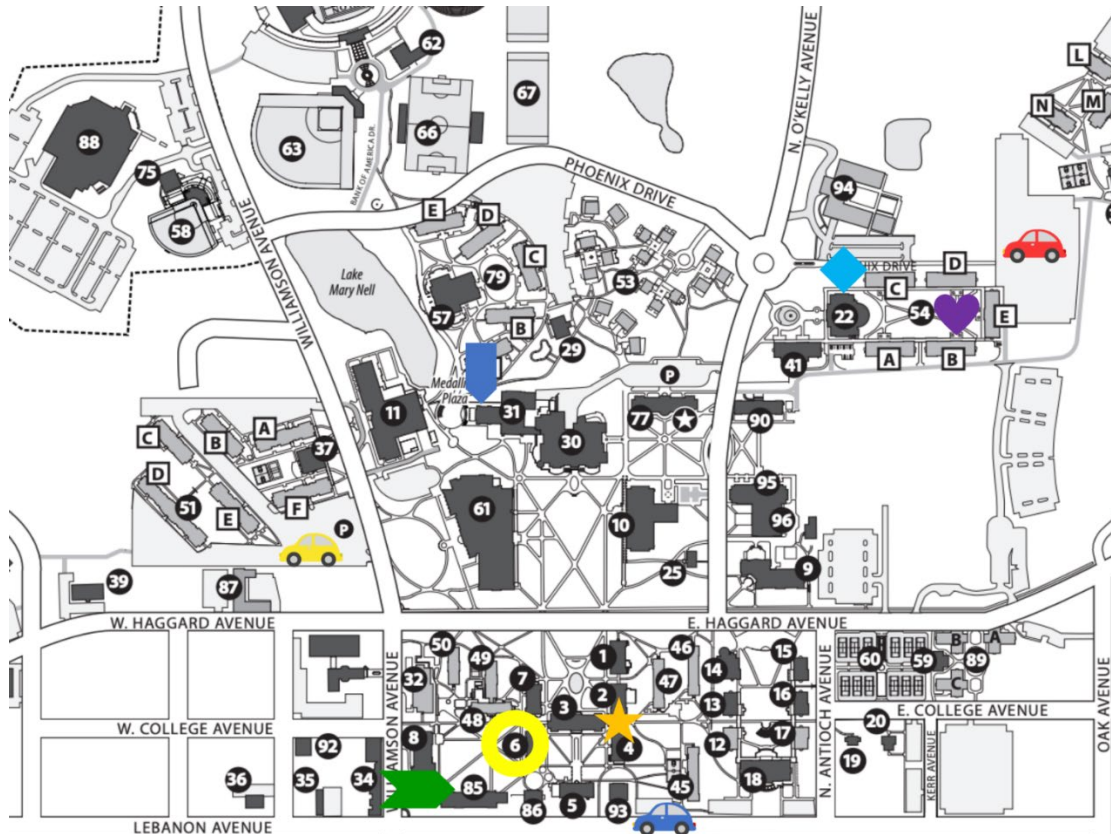
Lakeside Dining Hall: Scholars will eat in Lakeside Dining Hall (blue arrow) for their meals. Parking is available in the Global Neighborhood parking lot and on N. Williamson Ave in the Oaks parking lot (yellow car).


Whitley Auditorium: Whitley Auditorium is where we will have our Opening and Closing Ceremonies (yellow circle). The closest parking is along the railroad tracks on Lebanon Ave and in the Mooney lot (blue car).

Schar Hall (Turner Theatre): Turner Theatre is within the Schar Hall building. Turner Theatre is where we hold our family meeting on move-in day of the summer program. The closest address is 100 E Lebanon Ave and there is parking along the railroad tracks. There are entrances to Schar Hall on the campus side and alongside Williamson Ave. The entrance to Turner Theatre is located in the lobby of Schar Hall.

Koury Business Center (Saturday Programs): Saturday Programs will be in the Koury Business Center (KOBC) (light blue diamond). To arrive at KOBC from Highway 70/South Church St turn onto Williamson Ave and proceed past railroad tracks to E. Haggard Ave and turn right. Take the first left onto North O’Kelley Ave. In the roundabout, take the first right on Phoenix Dr. Proceed past the Inn at Elon parking and park behind KOBC (red car). The closest address for parking is 696 Phoenix Dr, Elon, NC 27244. **DO NOT** park at the Inn at Elon or at Inman Admissions.

Elon University Campus Map



- | | | | |
|---|----------------------------------|---|-----------------------------------|
|  | Oaks Parking (near #37) |  | Lakeside Dining Hall (#31) |
|  | Mooney Parking Lot (next to #93) |  | Mooney Building (#4) |
|  | Move-in Parking (Colonnades Lot) |  | Whitley Auditorium ((#6) |
|  | Colonnades Neighborhood (#54) |  | Schar Hall (Turner Theatre) (#85) |
| | |  | KOBC (#22) |

THANK YOU



FOR YOUR ATTENTION