

**Hood College Campus**

**Engineering Innovation Pre-College Programs**

**Summer Residential Program Handbook**

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Welcome to Hood College campus!
401 Rosemont Avenue
Frederick, MD 21701

We are delighted you will be joining us this summer!

Please review the pages that follow with your parent(s)/guardian(s) as you all will find helpful information.

**Please know that Johns Hopkins Engineering Pre-College Programs’ reserves the right to make changes to the following policies, rules, and regulations before or during the program, due to the ongoing pandemic and/or other circumstances.** We will provide updates via email as necessary so watch your inbox for notices from us.

If you have questions, please contact the Johns Hopkins Engineering Pre-College Programs’ office at 443-927-1986 or at ei@jhu.edu

Handbook last updated May 2023

# Important Dates and Times

Please be prepared to participate in the entirety of the program, from check-in day on July 2, 2023, to check-out day on July 28 (for most students) or July 29, 2023.

Check-in Day
Sunday, July 2, 12:00 noon – 3:00 pm ET

Please try to schedule your arrival between noon and 3:00pm on Sunday, July 2. We know this is not possible for all participants. All students need to complete their Travel Plans Form in the application portal. This will assist our office with planning airport shuttles and staffing for check-in day.

Campus Tours (Optional)
Contact Hood to schedule a [virtual campus tour](https://www.hood.edu/admission-aid/visit-campus).

Guests Leave Campus
Sunday, July 2, 4:00pm or earlier
We kindly ask that all parents, guardians, and other guests leave campus no later than 4:00 pm on Sunday, July 2.

Student Orientation
Sunday, July 2 – after dinner, residential staff will lead an orientation session.

Residential Students’ First Floor Meeting
Sunday, July 2 – after the Student Orientation

Classes Begin
Monday, July 3, (No class July 4th)

Final Day Activities
EEI Spaghetti Bridge Competition (Families may also attend): start at 10AM and will end by 12:30 with dismissal to a luncheon.
SEE: Students will finish class by Noon and families are welcome to join a luncheon afterward.

Move-Out Day
Final day of class and residential check-out day: Friday, July 28, 2023 (most students)
All students must check-out of the residence hall by 9:00 a.m. on Saturday, July 29, 2023

# The Daily Schedule

Enjoy a good breakfast in the campus dining hall, served from 7:45 a.m. to 8:45 a.m. Class starts at 9 a.m. and ends at 3 p.m. There will be a break for lunch during which you can go to the campus cafeteria Coblentz Hall.

After class, you can use the campus athletic facilities, do homework, or relax. Dinner in the campus cafeteria is from 6:30 to 8:00 p.m.; you can go anytime within that range. After dinner, you can relax, do homework, or participate in activities organized by the [Summer Discovery](https://www.summerdiscovery.com/) residential staff – take in a movie, enjoy some karaoke, have a good time playing games, and more.

On Saturdays, you will go on a field trip with the Summer Discovery residential staff. In past years, students have gone to the [National Mall](https://washington.org/find-dc-listings/national-mall) in Washington, DC, the [Udvar-Hazy Center](https://airandspace.si.edu/visit/udvar-hazy-center%22%20%5Ct%20%22_blank), and [National Aquarium](https://aqua.org/) in Baltimore.

Sundays, you will relax, participate in activities coordinated by the residential life staff, and finish any homework or projects due the following week.

# Directory

Johns Hopkins Engineering Innovation Pre-College Office
Website: <https://ei.jhu.edu/>
Address: San Martin Center, 3500 San Martin Drive, First Floor, Baltimore, MD 21218
Phone: 443-927-1986
Email: ei@jhu.edu

Summer Discovery Office
Address: Shriner Hall Hood Campus, 530 Hodson Drive, Frederick, MD 21701
Phone: TBD
Email: hood@summerdiscovery.com

Public Safety Office
Website: <https://www.hood.edu/offices-services/campus-safety>
Phone Non-emergency: 301-696-3548
Phone Emergency: 301-696-3111
Email: security@hood.edu

Student Disability Services
Website: <https://studentaffairs.jhu.edu/disabilities/>
Phone: 410-516-4720
Email: studentdisabilityservices@jhu.edu

Beneficial-Hodson Library and Learning Center
Website: <https://www.hood.edu/library>
Information Desk Phone: 301-696-3915
Text the Beneficial-Hodson Libraries: 301-200-4772
Email: ask@hood.libanswers.com

Hodson Fitness Center
Website: <https://hoodathletics.com/facilities/hodson-fitness-center/3>
Address: 601 Blazer Trail, Frederick, MD 21701

International Student Services
Website: <https://ois.jhu.edu/>
Email: ois@jhu.edu
Regular hours of operation are Monday through Friday, 8:30am - 4:30pm.
After-hours emergency number for [border emergencies](https://ois.jhu.edu/Travel_Information/Emergency%20Information/) only: 443-240-193

Title IX Coordinator, Linda Boyd, JD
Website: <https://oie.jhu.edu/policies-and-laws/title-ix/>
Address: Johns Hopkins University, Wyman Park Building, Suite 515, 3400 North Charles Street, Baltimore, Maryland, 21218
Phone: 410-516-8075
TTY: 711, MD Relay
Fax: 410-516-5300
Email: titleixcoordinator@jhu.edu

Health Services
Students requiring medical assistance will be escorted to a local urgent care facility or to the [Frederick Health Hospital](https://www.frederickhealth.org/) which is located adjacent to the Hood College campus.

Office of Multicultural Affairs
Address: 3003 N Charles St, Homewood Apartments, Suite 100, Baltimore, MD 21218
Phone: 410-516-8730
Fax: 410-516-8731
Email: oma@jhu.edu

## Travel to campus=Travel Plans

Johns Hopkins Engineering Innovation Pre-College students’ families are responsible for making your own travel arrangements.

## Arrival by plane

We will provide free transportation from Baltimore/Washington International Thurgood Marshall Airport (BWI Marshall Airport) to Hood College starting at 9:00 a.m. on check-in day, Sunday, July 2. To ensure that you are on campus in time to attend orientation with the Summer Discovery residential staff, we encourage you to schedule a flight that arrives at BWI Marshall Airport by 1:00 p.m. If you arrive before 9:00 a.m., you will wait at the airport for the first shuttle.

Students will meet the shuttles near Baggage Claim #7. When you arrive at Baggage Claim #7 residential staff will meet you and assist you in getting to the shuttle. Look for staff wearing Johns Hopkins t-shirts. Regularly scheduled shuttles will continue until 3:00 p.m. After 3:00 p.m., shuttles will run less frequently.

Please do not book flights for students as an Unaccompanied Minor. Students will be met at the airport, but we cannot provide the name of the specific staff member who will meet a student in advance.

Please note that if you fly into Dulles International Airport or Reagan National Airport, you will need to make your own arrangements for ground transportation; we will not provide shuttles to/from Dulles or Reagan.

Due to liability issues, only students and staff may ride in the shuttles. If parents or other family members accompany students on their flight, they will have to arrange their own ground transportation.

If you are arriving by plane, you must complete the Student Travel Plans Form, one of the online enrollment forms available through the application portal, with your flight information, confirmation number, and a cell phone number. If there are flight delays, or a student will be arriving later than expected, please call our office at 443-927-1986

## Arrival by train

If you plan to arrive via Amtrak, you should take the free shuttle from the MARC/Amtrak station to the BWI Marshall Airport Terminal and navigate to Baggage Claim #7. We will provide free transportation from the Baltimore/Washington International Thurgood Marshall Airport (BWI Marshall Airport) to Hood College starting at 9:00 a.m. on check-in day, Sunday, July 2.

Students will meet the shuttles near Baggage Claim #7. When you arrive at Baggage Claim #7 residential staff will meet you and assist you in getting to the shuttle to Hood College. Look for staff wearing Johns Hopkins t-shirts. Regularly scheduled shuttles will continue until 3:00 p.m. After 3:00 p.m., shuttles will run less frequently.

Please do not book trains for students as an Unaccompanied Minor.

Due to liability issues, only students and staff may ride in the shuttles to Hood College. If parent(s)/guardian(s) or other family members accompany you on the train, they will have to arrange their own ground transportation.

If you are arriving by train, you must complete the Student Travel Plans Form, one of the online enrollment forms available through the application portal, with your train information, confirmation number, and a cell phone number. If there are travel delays, or if you will be arriving later than expected, please call our office at 443-927-1986.

## Arrival by car

Drivers should park in the Whitaker Campus Center parking lot, #24 on the [Hood College Parking Map](https://www.hood.edu/sites/default/files/Campus%20Safety/Campus%20Map%20-%20Website%20w%20revisions%2008032018_0.pdf) and bring student luggage to the residence hall, [Shriner Hall](https://www.hood.edu/campus-community/housing-residence-life/housing-options/residence-halls/shriner-hall).

If you are arriving by car, you must complete the Student Travel Plans Form, one of the online enrollment forms available through the application portal, with your anticipated arrival time and a cell phone number. If there are travel delays, or you will be arriving later than expected, please call our office at 443-927-1986.

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# COVID-19 Student Policies and Expectations

## Johns Hopkins’ [**COVID-19-related policies**](https://covidinfo.jhu.edu/) are updated regularly.

### Always refer online to Johns Hopkins Engineering Pre-College [Residential Students](https://ei.jhu.edu/students/policies-and-services/) COVID Policies for the most up to date information.

As the COVID-19 landscape continues to change, there have been a few updates to the guidelines for students participating in our in-person programs. The guidance below may change prior to or during the summer program, so please continue to check back for updates.

#### Vaccination requirements:

We strongly encourage students to be fully vaccinated and have at least one COVID-19 booster prior to arrival. Kindly upload your vaccination record into the JHU Vaccine Management System (VMS) portal.

#### Masking requirements:

Currently masking on campus remains optional. We highly recommend that students bring a supply of KN-95, N-95, or KF-94 masks with them to campus in case this guidance changes at any point during the program.

We want all our students to complete their summer without becoming ill with COVID-19. We respectfully ask that students wear a mask during their travels to campus and when they are in crowded public spaces for the weeks prior to arrival.

#### Negative test prior to arrival:

At this time, we do not anticipate requiring proof of a negative COVID-19 test prior to arrival.

#### Students who test positive during the program:

Commuting students who test positive during the program will need to isolate at home until they are cleared by JHU Student Health and Wellness to return to class.

Residential students are encouraged to bring a supply of COVID-19 testing kits with them. There will be no symptomatic or asymptomatic COVID testing provided on campus. If a residential student tests positive for COVID-19 while in our program, we will notify their parent or guardian immediately, and the student will be moved into isolation. A parent or guardian will then be required to pick up the student within 24 hours of being notified. If the parent or guardian is not available, we will use the emergency contact provided in the enrollment forms. Any costs associated with health care, travel, meals, accommodation, or anything additionally related to isolation or immediate pick up are to be covered by the family. Students may not return until they are cleared by JHU Student Health and Wellness.

We will work with students who must leave campus to provide academic support and transition them to online coursework until they are cleared to return.

# Check-in day – Sunday, July 2, 2022

## Move-in hours

Check-in begins at noon and will run until 3:00 pm. We look forward to welcoming you to campus during that time.

All Hood Residential students are required to attend Check-In and Orientation on July 2. Specific instructions for Check-In Day and arrival to campus will be sent closer to the start of the program.

At Check-In, you will receive your room and roommate assignment, room key, dorm access card, Student ID card, a campus map and directory, your class section number and class location. Staff from the Hopkins Engineering Innovation office and Summer Discovery will be there to help and answer questions.

We kindly ask that all parents, guardians, and other guests leave campus no later than 4:00 pm on Sunday, July 2.

## Orientation and campus tours

Online orientation covering policies and procedures will be held 6 p.m. to 7:30 p.m. (ET) on Sunday, June 11, 2023. A [virtual campus tour](https://www.youvisit.com/tour/jhuhomewood/127180) is available now. We encourage students and their families to review this material prior to arrival on campus.

Summer Discovery residential staff will hold in-person orientation sessions for residential students on July 2.

# Living on campus

## Information about dorm living

Students participating in Engineering Innovation programs will live in [Shriner Hall](https://www.hood.edu/campus-community/housing-residence-life/housing-options/residence-halls/shriner-hall). Shriner offers a comfortable living experience with centralized air-conditioning and heating in all rooms, double rooms measuring approximately 11'x16' and triple rooms measuring approximately 18'x18'. There are two lounges in the building on the ground and first floors which offer ample seating, a flat screen TV, and plenty of room for students to mingle with one another. A large kitchen is located on the ground floor of Shriner for students to use throughout the year. Laundry facilities are available in the building and are free for EI students.

The residential portion of your program is run by [Summer Discovery](https://www.summerdiscovery.com/). They provide live-in Residential Directors and Residential Coordinators (RCs) who will arrange a variety of supervised, fun and enriching social activities for your evenings and weekends. We are carefully monitoring the pandemic, so evening and weekend activities are subject to change depending upon JHU requirements and local conditions. Saturday field trips may include a trip to Washington, DC, the [National Aquarium](https://aqua.org/), and the [Steven F. Udvar-Hazy Center](https://airandspace.si.edu/visit/udvar-hazy-center). Evening and Sunday activities may include shopping trips, movies, karaoke, and much more!

See the Housing and Res Life page on [Shriner Hall](https://www.hood.edu/campus-community/housing-residence-life/housing-options/residence-halls/shriner-hall) to learn specific building details.

## Roommates

Making new friends is an important part of your experience, so specific roommate requests cannot be accommodated. Roommate assignments will be released on check-in day upon arrival to campus.

You will live with other high school students attending our program, three to a room with a floor bath. Roommates are assigned by the Summer Discovery residential staff. We will follow JHU’s housing practice of assigning students to rooms based on the gender you selected on the online application. Should this not meet your needs, please contact us when you submit your enrollment forms.  Please contact the EI Office at ei@jhu.edu

## Residential Floor and Lights Out Policies

You must be in Shriner Hall by 10:00 pm, on your floor by 10:30 pm, and in your room by midnight every night. There will be a room check by a Residential Coordinator.

## Sign Out or Leaving Campus Policies

The Engineering Innovation programs are meant to foster an environment of independence and growth. With that notion in mind, we encourage you to focus on your program and on-campus experience. We encourage FaceTime or Zoom for face-to-face check-ins and daily text updates. Summer Discovery program staff will take great care of each and every student participant.

## Overnight Leave

You will be busy making friends and enjoying the evening and weekend activities provided by the residential staff, so we encourage students to limit their time away from campus. If you need to spend time off campus, please contact our office at ei@jhu.edu and we will send the appropriate form(s) for your parent(s)/guardian(s) to complete.

## Supervision during program

In the residence halls, you will be supervised by a team consisting of Residential Directors and Residential Coordinators. Instructors and teaching staff supervise you during class time. Residential Directors and Coordinators will supervise you during evening and weekend activities

You are not escorted to/from the dorm and class or the dining halls, library, or athletic center. You are free to walk the [campus home area](https://www.google.com/maps/d/viewer?mid=1iLk0OPLYyAegTTu1l3x3VS94qxqWIq8-&ll=39.3302002380563%2C-76.62013999999999&z=16) which includes the Hood campus and a shopping area adjacent to campus. You are not permitted to leave this home area.

## Room and building maintenance

All maintenance and repair requests, ranging from replacing light bulbs to restocking toilet paper, or repairing broken washers and dryers, should be reported to the Residence staff in the Summer Discovery office.

Housekeeping will not enter or clean any living quarters during your stay. You will be responsible for cleaning your room. Please do not bring cleaning supplies from home, we will have supplies in the Summer Discovery office that students may use.

Common areas of the residence hall including the hall baths will be cleaned daily Monday through Friday.

## What to bring

A typical Maryland forecast is “hot, hazy, and humid, with a chance of afternoon thunderstorms.” Bring light, casual, warm-weather clothing, and some good walking/hiking shoes (more than “flip-flops” or sandals) for field trips. Also, bring summer rain gear and a light sweater or fleece for well air-conditioned classrooms.

There are common areas with TVs. Students may bring their musical instruments.

Blankets, a sheet set, towels, washcloths, and pillows will be provided for each student, though you are welcome to bring your own.

Students are encouraged to bring their own laptop computers, but they will also have access to the computers in the Hodson Science Center.

All meals and scheduled field trips are included in the program fees. Students should have pocket money for snacks and souvenirs. We recommend bringing $50 plus per week. If you do not have a bank card, you may want to consider using a gift card with a credit card logo (VISA, MC, American Express, etc.) to avoid carrying cash.

### Required to bring

* Government-issued photo identification (ID) and valid travel documents (if traveling by plane or train)
* Your medical insurance card
* Cell phone and charging cord
* Long pants, long sleeved shirt, and closed toe shoes for lab days
* Sheets and a pillowcase for Twin XL mattress (38 in x 80 in). These are not provided
* Towels and washcloths. These are not provided
* Basic Scientific Calculator
* Notebooks, pens, pencils
* Facemasks and hand sanitizer
* Passport (for international students)
* Prescription medication
* Sunscreen
* COVID-19 test kits

### Suggested to bring

* Laptop computer and charging cord
* Shower shoes and necessary toiletries
* An umbrella
* Laundry bag
* Clothes hangers
* Clip-on reading light, for reading in bed
* Alarm clock.
* Mattress pad
* Your camera!
* Cash for souvenirs (~$50/week)
* Bathing suit and beach towel for trips & on campus activities
* Tape, ruler, scissors, flash drive
* Headphones
* Frisbee or other sports equipment

### What to leave at home

* Electric heater, toaster oven, hot plate, electric grill or skillet
* Any items with exposed heating elements, candles, or incense
* Firearms, ammunition, any weapons, bows, guns, BB guns, slingshots, launching devices, knives
* Alcohol and narcotics
* Cigarettes, Juuls, vaporizers, or any form of tobacco
* Expensive jewelry and other valuables

### What we provide

* Breakfast, lunch, and dinner (first meal is dinner on move-in day)
* Room furnishings: XL twin bed, dresser, desk, chair
* Lanyard with meal card, JHED ID, and room key
* Program t-shirt, backpack, and water bottle
* Wireless internet
* Shower curtain in bathroom
* Trashcan in room
* Pillow and blanket
* All course materials and supplies

## Meals during the program

All meals are included in your residential package, beginning with evening dinner on check-in day and ending with breakfast on check-out day. You’ll share any dietary allergies or restrictions when filling out your application forms. Please also feel free to share any dietary allergies or restrictions by calling our office at (443) 927-1986.

## Keys and Residence Hall Access Cards

You are responsible for your access cards and room keys. The fee for keys that are lost and must be replaced during the program is up to $175 per key for the work during regular business hours and up to $300 per key for work done at night or on weekends. The cost for a lost access card is up to $50. These feeds will be charged to your student account at the end of the program.

At the end of the program follow residential life guidance on how to return your key and access card. If you key and card are not returned appropriately, a charge for a lost key and/or card will be added to your student account.

## Evening and Weekend Activities

Summer Discovery is planning evening and weekend programs for Engineering Innovation students. The Saturday field trips may include a trip to Washington, DC; the [National Aquarium](https://aqua.org/) in Baltimore, and the [Steven F. Udvar-Hazy Center](https://airandspace.si.edu/udvar-hazy-center). Evening and Sunday activities may include shopping trips, movies, karaoke, and much more.

The [Hodson Fitness Center](https://hoodathletics.com/facilities/hodson-fitness-center/3) is available for use by all Hood students. In addition, you can bring sports equipment, such as a Frisbee, tennis/squash/racquetball racquet, or baseball glove.

## Library Use

Students participating in Engineering Innovation at Hood College will have access to the [Beneficial-Hodson Library and Learning Center](https://www.hood.edu/library). Please note, however, that the library has limited hours during the summer.

All students will have access to digital materials through the Johns Hopkins library: [https://library.jhu.edu](https://library.jhu.edu/).

## Campus Security and Emergencies

Students are encouraged to program their phones with the Hood Campus Security emergency dispatch number, 301-696-3111, as well as the non-emergency number, 301-696-3548.

The RAVE Emergency Text Message System immediately broadcasts emergency information to subscribers. In cases involving an imminent threat to safety and security on or near the Hood campus, the college may send text message alerts. You are welcome to subscribe to RAVE by following the instructions below.

Simply text the keyword HoodAlert2020 (not case-sensitive) to one of the following short codes to receive alerts from the Hood Alert system:

* 226787 (CAMPUS)
* 67283 (MRAVE)
* 78015
* 81437

Emergency blue lights are installed around campus to get you an immediate police officer response if you are in an emergency or feel concerned for your personal safety.  A list of the blue light locations is available on the [Emergency Procedures & Prevention](https://www.hood.edu/offices-services/campus-safety/emergency-procedures-prevention) page under **Emergency Phones**.

If a fire alarm goes off in the residence hall, students must immediately exit the building via the stairs and go across the street to sidewalks on campus.  Students should take their room keys with them for easier re-entry.

## Health and Medical Services

Please remember to bring any prescription medication, as well as over-the-counter medicine, with you to last the duration of the program. Summer Discovery staff recommends the use of CVS SimpleDose ([https://www.cvs.com/content/pharmacy/simpledose/faq](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.cvs.com%2Fcontent%2Fpharmacy%2Fsimpledose%2Ffaq&data=04%7C01%7Cskantt%40jhu.edu%7Cb2566d8f4dd14c320a0708d9d607966a%7C9fa4f438b1e6473b803f86f8aedf0dec%7C0%7C0%7C637776151554441180%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=gs9RQwKP7I0Salg4a2THlAsCE1GccBriSmnVM82D2Ps%3D&reserved=0)) or similar to ensure correct dosage and proper distribution.

The Summer Discovery staff will work with students who become ill during Engineering Innovation. Frederick Memorial Hospital is adjacent to the Hood College campus. For non-emergency illnesses, Summer Discovery staff will escort student to urgent care facilities in Frederick, MD.

The Hood College switchboard is staffed 24hours/day at 301-663-3131. Additionally, the Summer Discovery staff will share their contact information with studentsand parents.

# Final Day and Check-Out

Final day of class and residential check-out day: Friday, July 28, 2023, for most students. All students must check-out of the residence hall by 9:00 a.m. on Saturday, July 29, 2023.

Engineering Innovation Students:

All EEI students, your final day of class is Friday, July 28, 2023. On this day, you will participate in the Spaghetti Bridge Ceremony from 10:00 a.m. until approximately noon followed by a luncheon. Depending upon the pandemic situation, your parent(s)/guardian(s), other family members, and guests may attend both the ceremony and the luncheon.

Sustainable Energy Engineering Students:

All SEE students will complete their program by noon on Friday, July 28. Students will finish class by Noon and families are welcome to join a luncheon afterward.

## Final lunch

An informal lunch will be available to students and their guests immediately following the ceremony. An email to RSVP will be sent in early July.

## Your Departure

By Car
Students leaving by car can depart any time after the ceremony on July 28th. If a non-parent/guardian will be picking up the student, the parent/guardian will need to complete a form giving us the name and contact information for the adult who will be responsible for the student.

By Train
Students leaving by train should schedule their train for 4:00 p.m. or later on July 28. We will provide free shuttles to BWI-Marshall Airport. Students who are not able to schedule a train on July 28 should make arrangements with the Engineering Innovation office (ei@jhu.edu) before arrival to be able to remain in the dorm that night. All students must check out of the dorm by 9:00 a.m. on Saturday, July 29 and will be transported to the airport by 10:00 a.m.

By Air

Students leaving by airplane should schedule their flight for 4:00 p.m. or later on July 28. We will provide free shuttles to BWI airport only. Students who are not able to schedule a flight on July 28 should make arrangements with the Engineering Innovation office (ei@jhu.edu) before arrival to be able to remain in the dorm that night. All students must check out of the dorm by 9:00 a.m. on Saturday, July 29 and will be transported to BWI airport by 10:00 a.m.

Students departing from an airport other than BWI must make their own arrangements for ground transportation.

#