

Belin-Blank Center

RESIDENTIAL PROGRAMS

Handbook

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Welcome!

We are very pleased that you will be joining us here at The University of Iowa for one of our summer programs. This Student Handbook, in combination with the [Summer Housing Guidebook](#), is designed to answer your questions and to help you know more about what to expect when you arrive on campus.

We believe that you will have an exceptional academic and social experience as part of the Belin-Blank Center Summer Programs and look forward to seeing you soon!

Campus Locations

Catlett Hall - 350 N Madison St, Iowa City, IA 52242 ([Map](#)) - Dormitory for students during their stay on campus.

Burge Market Place - 301 N Clinton St, Iowa City, IA 52242 ([Map](#)) - Dining hall for students during their stay on campus.

Blank Honors Center – 221 N Clinton St, Iowa City, IA 52245 ([Map](#)) - Location for middle school classes and Belin-Blank Center offices.

Parking

Limited parking is available on the street outside of Catlett Hall. Because a number of students will be arriving and departing on the same day, we ask that you only park near Catlett while you are moving your belongings in or out. There is a parking ramp (North Ramp) located between Catlett and the Blank Honors Center. To reach the ramp, go south on Clinton to Market St., turn right onto Market, go to the end of the street, and turn right onto Madison Ave. Follow Madison to the parking ramp entrance. Take the elevator to the upper level of the ramp.

Contact Information

If you need to reach your child due to an emergency, please use the numbers listed below.

- Use 319-335-6148 to reach the Belin–Blank Center from 8:30 a.m.–4:30 p.m. Monday to Friday. Please leave a message if it falls outside of the time listed.
- After hours, call 319-335-1249 to reach the 24-hour desk at Catlett Residence Hall. The Catlett front desk is open 24 hours a day, 7 days a week.

Residential Life

You'll be staying in Catlett Hall! This will be your home during your stay on the UI campus. A meal plan is included in your program fee, so you will not need to bring food with you. To make this experience rewarding and fun for everyone, we have some basic guidelines and other information to ensure the comfort and safety of you and your fellow residents.

Residence Hall Staff

The Resident Advisors (RAs) will be living on your floor and will be assisting you throughout the program. There will be several different programs taking place at the same time, each with its own RA staff. Each member of our RA staff completes training that focuses on providing a safe, comfortable, and enriching environment and are under the supervision of the Belin-Blank Center administrative staff. We assume responsibility for students 24 hours a day and keep our student-to-RA ratio at approximately 10:1.

Check-In/Check-Out

On the opening day of your program, check-in will be held from 1–3 p.m. in the lobby of Catlett Hall. If you will be arriving by public transportation, please notify the Belin-Blank Center in advance. Students should be completely checked-in before 4 p.m.

You may check out of the residence hall any time before or after the closing on the final day of your program. Once you have all your belongings out of the room, lock the door behind you and return the key to the Catlett Hall front desk, where desk staff will officially check you out of your room. Please be aware that you will be charged for any repairs or replacements in your room. When leaving, be sure to double-check your room so that you don't leave anything behind.

Roommates

Each room will have two (or three) students participating in the same program. Living in a close group, you will likely develop friendships and learn a great deal about people. It is important for you to respect other people and their rights.

Privacy is important to people, so remember, if you play music or want to talk to a friend, keep the volume low. Keep your room neat and keep in mind that you are sharing your living space with others.

Residence Hall Floors

According to University policy, students are assigned to separate male and female floors. At no time is a student permitted to be on an other-gender floor or in an opposite-gender room. This includes stairwell landings, floor lounges, or RA rooms. Special accommodations are available to students with health concerns or for those who do not identify as male or female. Please contact us at summer@belinblank.org about any accommodations.

What to Bring

Dress for classes and most activities will be casual. Some labs/art studios require long sleeves, close-toed shoes and pants. In addition, you may want to bring dress clothes for special events.

Packing List	Provided*	Do Not Bring
jeans, pants, shorts	bed linens	video games
t-shirts, and long sleeve shirt	a blanket	small, expensive items
light jacket, sweater	a pillow	pets
clothes hangers		candles or incense
comfortable closed-toe shoes		
soap, shampoo, toothbrush, etc.		
towels, washcloths		
sunblock		
umbrella, rain gear		
medicine		
swimwear, beach towel		

**There will be a designated time when residents can exchange their dirty linens for clean ones. Also, if you would like an extra pillow or blanket, you'll want to bring one with you.*

Schedule

Each day of the program will include various academic and co-curricular activities. In addition, there will be free time for you to work on coursework, projects, or enjoy new friendships.

Weekdays will be structured with classes, and evenings and weekends will be more flexible with various activities. Listed below are typical weekday and weekend schedules:

Overview of Daily Schedule

Start Time	End Time	Activity
7:00 am	7:30 am	Wake up
7:00 am	8:00 pm	Breakfast in dining hall

8:30 am	8:45 am	Morning meeting for announcements and attendance
9:00 am	11:30 am	Morning academic session
11:30 am	12:30 pm	Lunch in dining hall
12:30 pm	4:00 pm	Afternoon academic session
5:30 pm	6:30 pm	Dinner in dining hall
6:30 pm	9:00 pm	Evening Activity - Most evenings include special events ranging from special guest speakers to student activities and games. Check the Daily Schedule located on your RA's door for details.
10:00 pm		All students must be in the dorm and on their floors by the time designated for their individual program unless directly involved with an activity scheduled by the program staff.
10:30 pm		Bed check – Students must be in their own rooms. If you want to go to be earlier, please feel free to do so.

Weekends (if applicable)

Saturdays

Saturdays will be spent on field trips, cultural events, and recreational activities.

Sundays

Students generally have free time on Sunday mornings until noon. You can get caught up on reading, laundry, or any other work. If you like to sleep in, this is your chance! You may also sign up to attend religious services.

Sunday lunch is served in the dining hall between 11:15 a.m. and 1:15 p.m.

Sunday afternoons and evenings will also include activities.

Visiting Students

Parents are encouraged to visit the campus any Sunday morning during the program. Students may leave campus with their parents and/or guardian(s) during this time and should return no later than noon. Each student and their parent will sign a release form before the student leaves the residence hall. A staff member will be on duty Sunday mornings to facilitate this process, and the student should report to the staff member on duty when they return to the residence hall. If the student will be leaving with anyone other than a parent or guardian, the program office must have written permission from a parent or guardian before the student will be allowed to leave. Any other visitation or requests to go off-campus will be considered individually by the program director.

Rules & Regulations

General safety and respect for others will be expected at all times. Students are subject to all applicable laws of the United States and the State of Iowa.

- Students and their parents/guardians are expected to be aware of, and agree to, the [Health Policy](#).
- Students are expected to remain supervised by the Belin-Blank Center staff and faculty from when they check in until check out. Students are expected to attend all classes, meals, and activities. Students should not plan to leave the program for any reason other than emergency situations. In an emergency, parents must notify a Belin-Blank Center staff member before removing their student from the program.
- Building a learning community is an important aspect of our program, therefore students may not have guests

or visitors other than family during their stay. We encourage parents to limit visitation to the closing at the end of the program. Parents may arrange to visit on Sunday mornings by contacting the Belin-Blank Center in advance. Parents who wish to visit at other times are asked to contact the Center in advance.

- Students are expected to behave in a respectful and responsible manner toward all Belin-Blank Center staff, faculty, and students. Inappropriate behavior may result in disciplinary action, including termination from the program. All students are bound by the housing regulations listed in the student handbook, The [University of Iowa Code of Student Life](#), and all applicable federal, state, and local regulations.
- The University of Iowa QuickCare or University of Iowa Hospitals and Clinics will provide any needed medical services, and the student and their parents/guardians must pay the expenses of such services. A staff member will accompany the student for any health-related treatment and will be made to contact parents about it.
- When applicable, the program fee covers tuition, room, board, and activities, which are scheduled as part of the program. Incidentals, such as laundry and personal expenses, are not included in the fee. Please see the program page on belinblank.org for refund information. No refund will be made in whole or in part for any student expelled from the program.

The following behaviors are considered detrimental and may result in expulsion from the program:

- Willful damage or vandalism to University or individual property.
- Possession of fireworks or weapons of any kind.
- Misuse of fire equipment, including pulling of fire alarms or misuse of fire extinguishers.
- Possession or use of alcohol, tobacco, or any illegal substances.
- Unexcused absence from program classes or behaving irresponsibly in class.
- Willful or consistent misbehavior.
- Operation of, or being a passenger in, any vehicle not authorized for program purposes.
- Failure to comply with program rules or with requests made by program staff members.

"The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, creed, color, religion, national origin, age, sex, pregnancy (including childbirth and related conditions), disability, genetic information, status as a U.S. Veteran, service in the U.S. military, sexual orientation, or associational preferences. The university also affirms its commitment to providing equal opportunities and equal access to university facilities. For additional information on nondiscrimination policies, contact the Senior Director, [Office of Civil Rights Compliance](#), the University of Iowa, 202 Jessup Hall, Iowa City, IA 52242-1316, 319-335-0705, ui-ocrc@uiowa.edu."