



Program Expectations and Guidelines

This document serves to highlight Drexel University policies and standards that all students are required to follow, as well as expectations specifically applicable to Dragons Prep program (Dragons Prep) participants. Dragons Prep participants are responsible for familiarizing themselves with the information provided or referenced in this document prior to starting the program.

University Policies and Community Standards

Drexel University expects that all students as well as student organizations will conduct themselves responsibly and in a manner that reflects favorably upon themselves and the University. When a student or organization does not act responsibly and violates the University policies, rules, regulations, or standards of conduct, formal disciplinary action may result.

Comprehensive information about Community Standards and the Code of Conduct can be found here:

- drexel.edu/codeofconduct

Immunization Requirement

Dragons Prep participants are required to fully complete and submit the Immunization Record as directed by the University on or before July 3. Participants who have not completed the Immunization Requirement on or before that deadline will not be able to start the program or move into optional on-campus housing.

If you already submitted the Immunization Record form, which can be found on the Health Insurance and Immunizations website at drexel.edu/hii, please bring a copy with you to Dragons Prep program check-in to ensure that you are able to start the program.

Drexel Network Services & Acceptable Use Policy

The Drexel Network is provided to support Drexel University business and its mission of education, service, and research. Any other uses, including uses that jeopardize the integrity of the Drexel Network, the privacy or safety of other Users, or that are otherwise illegal are prohibited.

Drexel University's Acceptable Use Policy (AU) sets forth the standards by which all students, faculty, professional staff, and authorized Guests (hereafter referred to collectively as "User(s)") may use their assigned computer accounts, email services, and the shared Drexel University Network. The use of Drexel's computer and network resources, including all electronic communication systems and equipment (hereafter referred to collectively as the "Drexel Network"), is a revocable privilege. By using or accessing the Drexel Network, users agree

to comply with this policy and other applicable Drexel policies, as well as all federal, state, and local laws and regulations. Using and/or accessing the Drexel Network without proper authorization is strictly prohibited. The full Acceptable Use Policy can be found at drexel.edu/it/acceptable-use.

Accommodations

All members and guests of Drexel University who have a disability need to register with Office of Disability Resources if requesting auxiliary aids, accommodations, and services in order to fully participate in Drexel University's programs and activities. Due to the accelerated nature of the Dragons Prep program, it is important for students who are requesting accommodations to begin the process as soon as possible because accommodations are not made retroactively.

Once registered with Disability Resources, we request that a copy of your Accommodation Verification Letter be submitted to the Program Manager at dragonsprep@drexel.edu. You may also bring a copy of the Accommodation Verification Letter with you on July 26 and provide it at program check-in. Under no circumstances should any medical documentation be given to anyone other than professional staff in Disability Resources.

Contact and Additional Information

- Phone: 215.895.1401
- TTY: 215.895.2299
- Fax: 215.895.1402
- Email: disability@drexel.edu
- Web: drexel.edu/disability

Dragons Prep Program Expectations and Guidelines

Dragons Prep participants who violate any University policy, Community Standards, or Student Conduct Policy are subject to immediate dismissal from the Dragons Prep program. Also, any violation of the Dragons Prep expectations and guidelines as outlined below may result in the participant's immediate dismissal from the Dragons Prep program. The Dragons Prep Administrative Committee evaluates and determines the discipline of all Dragons Prep program-specific violations, including and up to dismissal from the program.



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Attendance and Participation

Dragons Prep participants are expected to attend and participate fully in all scheduled program activities.

Absences

Dragons Prep program participants are held accountable to the University Absence policy available at drexel.edu/provost/policies-calendars/policies/absence.

Absence from all or part of a Dragons Prep scheduled activity is not allowed. Given the accelerated pace of Dragons Prep coursework and activities, missed class time cannot be made up.

- Should an unexpected absence occur during the program (e.g., illness or injury) and depending on the circumstances, the participant should be prepared to provide the Program Manager with documentation that supports the reason for absence. The Program Manager will forward the participant-provided documentation to the Dragons Prep Administrative Committee for review and determination.
- Should a participant not provide requested documentation and/or the Dragons Prep Administrative Committee determines that an absence is unexcused, the participant is subject to dismissal from the program.

Classroom Rules

Participants are subject to any additional classroom rules as provided by the program or class instructors.

Electronic devices, including laptops and smartphones, are permitted in the classroom for course-related task completion purposes only. Participants are prohibited from talking, texting, and using social networking services such as Discord, Slack, TikTok, Instagram, etc. Use of electronic devices for non-task purposes is disrespectful to our staff and contrary to the learning objectives of the program. Any participant found to be using electronic devices for non-task purposes will have their device(s) temporarily confiscated and will only be returned at the end of class.

Guest Housing Agreement

Dragons Prep participants who live in on-campus housing for the duration of Dragons Prep are held accountable to the Guest Housing Agreement with Conference Services. Additionally, participants will be held to the following Dragons Prep rules:

- Dragons Prep participants will be held financially liable for any and all damage caused to University property and/or charges directly related to their actions.
- Visitors are limited to other Dragons Prep program participants and only between the hours of 7 a.m. to 11 p.m.

daily. This rule means that **late-night and overnight guests are not allowed.**

- Participants are required to attend all residence hall meetings.
- Per Conference Services, once a Dragons Prep participant has checked into optional on-campus housing, there are no refunds or pro-rated refunds on housing payments.

Program Withdrawal

Voluntary

Participants may voluntarily withdraw from the program at any time by notifying the Program Manager in writing. This includes, but is not limited to, reasons such as schedule conflict, incapacitation due to injury or illness, homesickness, etc.

Important note for participants living in optional on-campus housing: If a Dragons Prep participant chooses to withdraw voluntarily from the program, the participant must move out of housing within 24 hours. Per Conference Services, there are no refunds or pro-rated refunds on housing payments.

Involuntary Dismissal

If a participant is dismissed from the program due to violation of any Program or University policies or standards, the participant will be removed immediately from the program.

Important note for participants living in optional on-campus housing: If a Dragons Prep participant is dismissed from the program, the participant must move out of housing within 24 hours. Per Conference Services, there are no refunds or pro-rated refunds on housing payments.

Violation of University Policies, Community Standards, and Student Conduct Policy

Violations of the following highlighted Drexel University Policies, Community Standards, and Student Conduct Policy are considered especially egregious and will result in immediate dismissal from the Dragons Prep program separate from any discipline from the University. Please refer to the "University Policies and Community Standards" section at the beginning of this document to find links to the full text of the current Code of Conduct.

Academic Integrity

Violations of the Academic Integrity policy include, but are not limited to:

1. Plagiarism
2. Fabrication
3. Cheating
4. Academic Misconduct



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Alcohol and Drug Policy

Alcohol

Drexel University's policy regarding alcohol is consistent with the laws of the Commonwealth of Pennsylvania. The consumption, distribution, or service of alcoholic beverages must be in compliance with the Pennsylvania liquor and crime codes, which define the lawful consumption and service of alcohol and prescribe sanctions for violations. The consumption, distribution, or service of alcoholic beverages must also comply with University regulations and policies. Violations of the University alcohol policy include, but are not limited to:

- Possession, use, or distribution of alcohol by underage persons.
- Disruptive conduct due all or in part to being under the influence of alcohol.
- Providing alcohol to underage persons or providing a space for the consumption of alcohol by underage persons.
- Possession of an open alcohol container in a public area regardless of the individual's age.
- Possession or use of bulk containers on campus, including, but not limited to, kegs or any other object that would promote binge drinking.

The University expects that all of its students, whether on or off campus, will abide by the University's regulations concerning alcohol and other drug use. When a student engages in conduct off campus that violates the University's regulations concerning alcohol and drug use and such violation results in behavior which, in the University's sole judgment, is destructive, abusive, or detrimental to the University's interests, the University's conduct process shall apply and such matters will be processed accordingly.

Drugs

The possession and/or use of narcotics or drugs other than those medically prescribed, properly used, properly secured, and in the original container (hereafter: "drugs") is prohibited. Providing a space for the use of drugs is prohibited. The distribution and/or sale of drugs is prohibited. Intentionally or recklessly inhaling or ingesting substances (e.g., nitrous oxide, glue, paint, etc.) that will alter a person's mental state is also prohibited.

Off-campus violations of this policy, including those that lead to behavior that in the University's sole judgment is destructive, abusive, or detrimental to the University's interests, are inconsistent with the University's goals and are therefore also prohibited. Any and all types of drug paraphernalia, including, but not limited to, scales, baggies, stems, bongs, pipes, water pipes, grinders, or any items modified or adapted that can be used to consume/distribute/handle/prepare/use drugs are not permitted on University property. Drugs and drug paraphernalia will be confiscated when found on University property.

Possession and Use of Weapons Policy

No student, faculty, professional staff, or visitor shall keep, use, possess, display, or transport any rifles, shotguns, handguns, pellet or BB guns, dangerous knives, billy clubs, makeshift weapons, martial arts weapons, or any other lethal or dangerous devices capable of casting a projectile by air, gas, explosion, or mechanical means on any property or in any building owned or operated by the University, or in any vehicle on campus. Realistic facsimiles of weapons are also specifically not allowed.

Sexual Harassment and Misconduct Policy

Drexel University seeks to foster a safe and healthy environment based on trust and respect. The University is committed to providing an environment free from discrimination, including discrimination based on sex, and has a zero tolerance policy concerning any and all forms of sexual harassment and misconduct. The University prohibits sexual and gender-based harassment and misconduct in any form, including, but not limited to, sexual assault, sexual violence, sexual abuse, stalking, intimate partner violence, and any form of nonconsensual sexual conduct.

Hazing Policy

Hazing in any form is prohibited. This regulation applies to all members of the University community. This regulation applies to behavior that occurs on or off Drexel University property. The implied or expressed consent of a student to hazing is not a defense under this policy.

Destruction/Attempted Destruction of Property

No student shall intentionally or negligently damage, attempt to damage, or participate in the damage of property belonging to or in the care of the University, a member of the University community, or a campus visitor. Acts of vandalism on and off campus shall be considered a violation of this policy. Damage that is caused accidentally should be promptly reported to the most appropriate authority or University official. Failure to report accidental damage will be considered a violation of this regulation.

Disruption

Conduct that a reasonable person would view as substantially or repeatedly interfering with the normal functioning of a class, clinical setting, co-op setting, residence hall or other setting is prohibited. Such conduct includes, but is not limited to, repeatedly leaving and entering a classroom without authorization, making loud or distracting noises, persisting in speaking without



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being recognized, repeatedly dominating online discussion boards or forums, or resorting to physical threats or personal insults. Students are responsible for complying with a request from a professor, instructor, supervisor, or other official regarding appropriate behavior.

DragonCard Possession

The DragonCard must be carried at all times while on University-owned property as students may be required to produce proper Drexel identification to a Public Safety officer or University official. Students may only have one DragonCard in their possession; additional DragonCards must be turned in to the DragonCard Office. The DragonCard is not transferable and is not permitted to be used by anyone other than the cardholder. The DragonCard must be surrendered on demand if requested by a Public Safety officer or University official.