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FEDERAL TRiO PROGRAMS

The Federal TRiO Programs are outreach and student services programs designed to identify and provide services for individuals from disadvantaged backgrounds. TRiO includes eight programs targeted to serve and assist low-income individuals, first-generation college students, and individuals with disabilities to progress through the academic pipeline from middle school to post-baccalaureate programs. TRiO also includes a training program for directors and staff of TRiO projects.

Central Carolina Community College is home to six (6) U.S. Department of Education federally-funded TRiO Programs, including Student Support Services, Student Support Services - STEM & Health Sciences, Upward Bound-Harnett County, Upward Bound-Lee County, Upward Bound Math & Science, and Veterans Upward Bound.

UPWARD BOUND PROGRAMS

I. Program Description

Central Carolina Community College’s Upward Bound Programs serve high school students from Harnett and Lee County Schools with the goal of increasing the rate at which participants’ complete secondary education and enroll in and graduate from institutions of postsecondary education.

The Upward Bound Math and Science program has an additional focus on strengthening the math and science skills of participating students, with a goal of encouraging students to pursue postsecondary degrees in math and science, and ultimately careers in the math and science profession.

Services provided by the Upward Bound Programs include: academic assistance; college tours; SAT/ACT preparation and fee waivers; career exploration; summer residential programs at Campbell University; a summer internship program; assistance completing college admissions, financial aid, and scholarship applications; and the opportunity to take free college courses. Services are provided approximately once a month on Saturdays during the school year, and for six weeks during the summer. Once enrolled, students stay in the program until high school graduation. The program is offered at no cost to participants.

II. Required Services

All Upward Bound projects must provide—

(1) Academic tutoring to enable students to complete secondary or postsecondary courses, which may include instruction in reading, writing, study skills, mathematics, science, and other subjects;
(2) Advice and assistance in secondary and postsecondary course selection;
(3) Assistance in preparing for college entrance examinations and completing college admission applications;
(4) (i) Information on the full range of Federal student financial aid programs and benefits (including Federal Pell Grant awards and loan forgiveness) and resources for locating public and private scholarships; and
(ii) Assistance in completing financial aid applications, including the Free Application for Federal Student Aid;
(5) Guidance on and assistance in—
   (i) Secondary school reentry;
   (ii) Alternative education programs for secondary school dropouts that lead to the receipt of a
        regular secondary school diploma;
   (iii) Entry into general educational development (GED) programs; or
   (iv) Entry into postsecondary education; and

(6) Education or counseling services designed to improve the financial and economic literacy of
    students or the students’ parents, including financial planning for postsecondary education.

(7) Instruction in—
   (i) Mathematics through pre-calculus;
   (ii) Laboratory science;
   (iii) Foreign language;
   (iv) Composition; and
   (v) Literature.

Upward Bound Math and Science projects must provide —

(1) Intensive instruction in mathematics and science, including hands-on experience in laboratories,
    in computer facilities, and at field-sites;
(2) Activities that will provide participants with opportunities to learn from mathematicians and
    scientists who are engaged in research and teaching at the applicant institution, or who are
    engaged in research or applied science at hospitals, governmental laboratories, or other public and
    private agencies;
(3) Activities that will involve participants with graduate and undergraduate science and mathematics
    majors who may serve as tutors and counselors for participants; and
(4) A summer instructional component that is designed to simulate a college-going experience that is
    at least six weeks in length and includes daily coursework and other activities as described in this
    section.

III. Permissible Services

Any Upward Bound project may provide such services as—

(1) Exposure to cultural events, academic programs, and other activities not usually available to
    disadvantaged youth;
(2) Information, activities, and instruction designed to acquaint youth participating in the project with
    the range of career options available to the youth;
(3) On-campus residential programs;
(4) Mentoring programs involving elementary school or secondary school teachers or counselors,
    faculty members at institutions of higher education, students, or any combination of these
    persons;
(5) Work-study positions where youth participating in the project are exposed to careers requiring a
    postsecondary degree;
(6) Programs and activities that are specially designed for participants who are limited English
    proficient, participants from groups that are traditionally underrepresented in postsecondary
    education, participants who are individuals with disabilities, participants who are homeless
    children and youths, participants in or who are aging out of foster care, or other disconnected
    participants; and
(7) Other activities designed to meet the purposes of the Upward Bound program.
Upward Bound Math and Science projects may provide such services as –

(1) A summer bridge component consisting of math and science related coursework for those participants who have completed high school and intend on enrolling in an institution of higher education in the following fall term; and

(2) An academic year component designed by the applicant to enhance achievement of project objectives in the most cost-effective way taking into account the distances involved in reaching participants in the project's target area.

IV. Objectives

(1) Academic Performance--Grade Point Average (GPA)
Participants served during the project year will have a cumulative GPA of 2.5 or better on a four-point scale at the end of the school year.

(2) Academic Performance on Standardized Test
UB seniors served during the project year will have achieved at the proficient level on state assessments in reading/language arts and math.

(3) Secondary School Retention and Graduation
UB project participants served during the project year will continue in school for the next academic year, at the next grade level, or will have graduated from secondary school with a regular secondary school diploma.

(4) Secondary School Graduation (rigorous secondary school program of study)
Current and prior year UB participants, who at the time of entrance into the project had and expected high school graduation date in the school year, will complete a rigorous secondary school program of study and graduate in that school year with a regular secondary school diploma.

(5) Postsecondary Enrollment
Current and prior UB participants, who at the time of entrance into the project had an expected high school graduation date in the school year, will enroll in a program of postsecondary education by the fall term immediately following high school graduation or will have received notification, by the fall term immediately following high school, from an institution of higher education, of acceptance but deferred enrollment until the next academic semester (e.g. spring semester).

(6) Postsecondary Completion
Upward Bound Program participants who enrolled in a program of postsecondary education, by the fall term immediately following high school graduation or by the next academic term (e.g., spring term) as a result of acceptance by deferred enrollment, will attain either an associate’s or bachelor’s degree within six years following graduation from high school.
TRiO PROGRAMS STAFF

Ms. Ashley Tittemore
Executive Director, College Access Programs
atattemore@cccc.edu
(919) 718-7480

Mrs. Rebeccah Lystash
Director, TRiO Upward Bound Programs
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Emergency Contact Number: (919) 356-0973

Ms. Renisha Harris
Program Coordinator, Lee County
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Emergency Contact Number: (919) 670-5407

Ms. Rachel Piontak
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rpiontak@cccc.edu
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Emergency Contact Number: (910) 355-5917

Mr. Walter Brown
Academic Coordinator
wbrown@cccc.edu
(919) 718-7577
Emergency Contact Number: (919) 270-8837

Mrs. Amber Lennon-Harmon
Program Assistant
aharmon@cccc.edu

Mrs. Karen Sides
Administrative Specialist
ksides@cccc.edu
(919) 718-7576
SUMMER STAFF

Academic Instructors

English Instructor
Ms. Rebecca Finchum

Spanish Instructor
Mr. John Warren

Mathematics Instructor
Ms. Andrea McNeil

Science Instructor
Ms. Stephanie Grady

Counseling Staff

Lead Summer Counselor
Ms. Matesha Jones

Male Summer Counselors
Mr. Justin Perkins
Mr. Richard Rozier

Female Summer Counselors
Ms. Anna Fall
Ms. Elisabeth Heath

Residence Hall Night Monitor
Mr. Deshawn Alston

GENERAL CONTACT INFORMATION

Mailing Address:
TRiO Upward Bound Programs
Central Carolina Community College
1105 Kelly Drive
Sanford, NC 27330

Phone: (919) 718-7576
Fax: (919) 718-7290
Email: ubms@cccc.edu
ub@cccc.edu
Website: www.cccc.edu/ubms or www.cccc.edu
### Summer Program Master Schedule

**WEEK 1**

**Campbell University**  
**June 24 – 29, 2018**

<table>
<thead>
<tr>
<th>Time</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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</thead>
<tbody>
<tr>
<td>7:30-7:55</td>
<td>Breakfast</td>
<td>SAT Pre-Test</td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td><strong>College Tour:</strong> University of North Carolina at Pembroke</td>
</tr>
<tr>
<td>8:00-8:55</td>
<td>*Please arrive at Campbell University at 4:00 pm for Move In; Open House will be held at 4:30 pm</td>
<td>Lunch</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td><strong>Pick-up at Campbell:</strong> 5:00 PM</td>
</tr>
<tr>
<td>9:00-9:55</td>
<td></td>
<td>Team Building</td>
<td>HW Tutorial</td>
<td>HW Tutorial</td>
<td>HW Tutorial</td>
<td></td>
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<tr>
<td>10:00-10:55</td>
<td></td>
<td>Lunch</td>
<td>SAT Prep</td>
<td>SAT Prep</td>
<td>SAT Prep</td>
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</tr>
<tr>
<td>11:00-11:55</td>
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<td>Lunch</td>
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<td>12:00-12:55</td>
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<td>Lunch</td>
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<td>1:00-1:55</td>
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<td>Lunch</td>
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<td>2:00-2:55</td>
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<td>Lunch</td>
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<td>3:00-3:55</td>
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<td>Lunch</td>
<td>Lunch</td>
<td>Lunch</td>
<td>Lunch</td>
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</tr>
</tbody>
</table>
| 4:00-5:30 | **MOVE IN & OPEN HOUSE**  
**PARENTS REQUIRED!**                                         | Lunch           | Lunch            | Lunch           | Lunch           |                                                                        |
| 5:30-6:30 |                                                                                   | Lunch           | Lunch            | Lunch           | Lunch           |                                                                        |
| 6:45-8:00 | Residential Life Activity                                                   | Lunch           | Lunch            | Lunch           | lunch           |                                                                        |
| 8:00-9:00 |                                                                                   | Lunch           | Residential Life Activity | Lunch           | Lunch           |                                                                        |
| 9:00-9:30 | Group Meetings                                                            | Lunch           | Lunch            | Lunch           | Lunch           |                                                                        |
| 9:30-10:30| On Floor                                                               | Lunch           | Lunch            | Lunch           | Lunch           |                                                                        |
| 10:30    | Lights Out                                                               | Lunch           | Lunch            | Lunch           | Lunch           |                                                                        |
## Summer Program Master Schedule
### WEEK 2
**Campbell University**
**July 1–6, 2018**

<table>
<thead>
<tr>
<th>Time</th>
<th>Sunday</th>
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<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30-7:55</td>
<td>Breakfast</td>
<td>Class A</td>
<td>Class A</td>
<td>College Closed</td>
<td>College Closed</td>
<td>College Closed</td>
</tr>
<tr>
<td>8:00-8:55</td>
<td><em>Please arrive at Campbell University at 5:00 pm</em></td>
<td>Class B</td>
<td>Class B</td>
<td>Holiday</td>
<td>Holiday</td>
<td>Holiday</td>
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<tr>
<td>9:00-9:55</td>
<td></td>
<td>Class C</td>
<td>Class C</td>
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<tr>
<td>10:00-10:55</td>
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<td>Class D</td>
<td>Class D</td>
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<tr>
<td>11:00-11:55</td>
<td></td>
<td>Lunch</td>
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<tr>
<td>12:00-12:55</td>
<td></td>
<td>HW Tutorial</td>
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<tr>
<td>1:00-1:55</td>
<td></td>
<td>SAT Prep</td>
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<tr>
<td>2:00-2:55</td>
<td></td>
<td>Six Weeks to Success</td>
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<tr>
<td>3:00-3:55</td>
<td></td>
<td>Physical Activity</td>
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<tr>
<td>4:00-5:30</td>
<td></td>
<td>Dinner</td>
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<tr>
<td>5:30-6:30</td>
<td></td>
<td>Dinner</td>
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<tr>
<td>6:45-8:00</td>
<td>Residential Life Activity</td>
<td>Library</td>
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<td>Residential Life Activity</td>
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<tr>
<td>8:00-9:00</td>
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<td></td>
<td>Residential Life Activity</td>
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<tr>
<td>9:00-9:30</td>
<td>Group Meetings</td>
<td>Group Meetings</td>
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<tr>
<td>9:30-10:30</td>
<td>On Floor</td>
<td>On Floor</td>
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<tr>
<td>10:30</td>
<td>Lights Out</td>
<td>Lights Out</td>
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</tbody>
</table>
## Summer Program Master Schedule
### WEEK 3
### Campbell University
### July 8 – 13, 2018

### Time  | Sunday  | Monday | Tuesday | Wednesday | Thursday | Friday
--- | --- | --- | --- | --- | --- | ---
7:30-7:55 |  |   |   | Breakfast |   |   
8:00-8:55 |   | Class A | Class A | Class A | Class A |   
9:00-9:55 |   | Class B | Class B | Class B | Class B |   
10:00-10:55 |   | Class C | Class C | Class C | Class C |   
11:00-11:55 |   | Class D | Class D | Class D | Class D |   
12:00-12:55 | *Please arrive at Campbell University at 5:00 pm |   |   |   |   | College Tour: North Carolina Central University
1:00-1:55 |   | HW Tutorial | HW Tutorial | HW Tutorial |   | Pick-up at Campbell: 5:00 PM
2:00-2:55 |   | SAT Prep | SAT Prep | SAT Prep |   |   
3:00-3:55 |   |   | Six Weeks to Success |   | ACT Pre-Test |   
4:00-5:30 |   |   |   | Physical Activity |   |   
5:30-6:30 |   | Dinner |   | Dinner |   |   
6:45-8:00 |   | Residential Life Activity |   | Library |   |   
8:00-9:00 |   |   |   | Residential Life Activity |   |   
9:00-9:30 |   | Group Meetings |   | Group Meetings |   |   
9:30-10:30 |   | On Floor |   | On Floor |   |   
10:30 |   | Lights Out |   | Lights Out |   |   

*Please arrive at Campbell University at 5:00 pm*
<table>
<thead>
<tr>
<th>Time</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
<tr>
<td>7:30-7:55</td>
<td>*Please arrive at Campbell University at 5:00 pm</td>
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<td></td>
<td></td>
<td></td>
<td>Breakfast</td>
</tr>
<tr>
<td>8:00-8:55</td>
<td></td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td>Community Service Project at Raven Rock State Park</td>
</tr>
<tr>
<td>9:00-9:55</td>
<td></td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td>Pick-up at Campbell: 5:00 PM</td>
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<tr>
<td>10:00-10:55</td>
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<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
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<td>11:00-11:55</td>
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<td>Class D</td>
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<td>1:00-1:55</td>
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<td>HW Tutorial</td>
<td>HW Tutorial</td>
<td>HW Tutorial</td>
<td>HW Tutorial</td>
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<td>2:00-2:55</td>
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<td>ACT Prep</td>
<td>ACT Prep</td>
<td>ACT Prep</td>
<td>ACT Prep</td>
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<td>3:00-3:55</td>
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<td>Six Weeks to Success</td>
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<td>5:30-6:30</td>
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<td>6:45-8:00</td>
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<td>Residential Life Activity</td>
<td>Library</td>
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<tr>
<td>8:00-9:00</td>
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<td>Residential Life Activity</td>
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<tr>
<td>9:00-9:30</td>
<td></td>
<td>Group Meetings</td>
<td>Group Meetings</td>
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<tr>
<td>9:30-10:30</td>
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<td>On Floor</td>
<td>On Floor</td>
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<tr>
<td>10:30</td>
<td></td>
<td>Lights Out</td>
<td>Lights Out</td>
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</tbody>
</table>
### Summer Program Master Schedule

**WEEK 5**  
Campbell University  
July 22 – 28, 2018

<table>
<thead>
<tr>
<th>Time</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30-7:55</td>
<td>Breakfast</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>College Visit</strong></td>
</tr>
<tr>
<td>8:00-8:55</td>
<td><em>Please arrive at Campbell University at 5:00 pm</em></td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td><strong>Lee County: University of North Carolina at Wilmington</strong></td>
</tr>
<tr>
<td>9:00-9:55</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td><strong>Harnett County: Greensboro College</strong></td>
</tr>
<tr>
<td>10:00-10:55</td>
<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
<td><strong>Pick-up at Campbell: 5:00 PM</strong></td>
</tr>
<tr>
<td>11:00-11:55</td>
<td>Class D</td>
<td>Class D</td>
<td>Class D</td>
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<td>12:00-12:55</td>
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<tr>
<td>1:00-1:55</td>
<td>Lunch</td>
<td>HW Tutorial</td>
<td>HW Tutorial</td>
<td>HW Tutorial</td>
<td>HW Tutorial</td>
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<tr>
<td>2:00-2:55</td>
<td>HW Tutorial</td>
<td>ACT Prep</td>
<td>ACT Prep</td>
<td>ACT Prep</td>
<td>ACT Prep</td>
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</tr>
<tr>
<td>3:00-3:55</td>
<td>Six Weeks to Success</td>
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<tr>
<td>4:00-5:30</td>
<td>Physical Activity</td>
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<tr>
<td>5:30-6:30</td>
<td>Dinner</td>
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<tr>
<td>6:15-8:00</td>
<td>Residential Life Activity</td>
<td>Library</td>
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<tr>
<td>8:00-9:00</td>
<td>Residential Life Activity</td>
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<tr>
<td>9:00-9:30</td>
<td>Group Meetings</td>
<td>Group Meetings</td>
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<tr>
<td>9:30-10:30</td>
<td>On Floor</td>
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<tr>
<td>10:30</td>
<td>Lights Out</td>
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<tr>
<td>Time</td>
<td>Sunday</td>
<td>Monday</td>
<td>Tuesday</td>
<td>Wednesday</td>
<td>Thursday</td>
<td>Friday - Sunday</td>
</tr>
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</tr>
<tr>
<td>7:30-7:55</td>
<td>*Please arrive at Campbell University at 5:00 pm</td>
<td>Breakfast</td>
<td></td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
</tr>
<tr>
<td>8:00-8:55</td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
<td>Class A</td>
</tr>
<tr>
<td>9:00-9:55</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
<td>Class B</td>
</tr>
<tr>
<td>10:00-10:55</td>
<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
<td>Class C</td>
</tr>
<tr>
<td>11:00-11:55</td>
<td>Class D</td>
<td>Class D</td>
<td>Class D</td>
<td>Class D</td>
<td>Class D</td>
<td>Class D</td>
</tr>
<tr>
<td>12:00-12:55</td>
<td>Lunch</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:00-1:55</td>
<td>HW Tutorial</td>
<td></td>
<td></td>
<td>Pack Up Belongings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:00-2:55</td>
<td>ACT Prep</td>
<td></td>
<td></td>
<td>Celebration Banquet Set-up &amp; Rehearsal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:00-3:55</td>
<td>Six Weeks to Success</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>4:00-5:30</td>
<td>Physical Activity</td>
<td></td>
<td></td>
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<tr>
<td>5:30-6:30</td>
<td>Dinner</td>
<td></td>
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</tr>
<tr>
<td>6:45-8:00</td>
<td>Residential Life Activity</td>
<td>Library</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>8:00-9:00</td>
<td>Residential Life Activity</td>
<td>Residential Life Activity</td>
<td>Residential Life Activity</td>
<td>Residential Life Activity</td>
<td>Residence Hall Clean-Up &amp; Pizza Party</td>
<td></td>
</tr>
<tr>
<td>9:00-9:30</td>
<td>Group Meetings</td>
<td>Group Meetings</td>
<td>Group Meetings</td>
<td>Group Meetings</td>
<td>Group Meeting</td>
<td></td>
</tr>
<tr>
<td>9:30-10:30</td>
<td>On Floor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:30</td>
<td>Lights Out</td>
<td></td>
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</tr>
</tbody>
</table>
SPECIAL EVENTS

Sunday, June 24th
Open House
4:30-5:30
(Residence Hall Move-In at 4:00pm)
Campbell University
Parents are required to attend.

Friday, June 29th
College Tour: University of North Carolina at Pembroke

Wednesday July 4th-Friday, July 6th
HOLIDAY
CCCC & UB will be closed

Friday, July 13th
College Tour: North Carolina Central University

Friday, July 20th
Community Service at Raven Rock State Park

Friday, July 27th
College Tour Lee County: University of North Carolina at Wilmington
College Tour Harnett County: Greensboro College

Thursday, August 2nd
Summer Celebration Banquet
6:00 – 8:00 pm
Campbell University
Parents are invited!

Friday-Sunday, August 3rd – 5th
Cultural Enrichment Trip
Atlanta, GA
*Depart from and return to Campbell University
TRANSPORTATION SCHEDULE

LEE COUNTY

No transportation provided on Sunday, June 24.

Bus pick-up at the high schools and drop-off at Campbell: Sunday, July 1, 8, 15, 22, and 29.

Southern Lee High School  
Lee County High School  
Campbell University

<table>
<thead>
<tr>
<th>School</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pick Up:</td>
<td>Lee County</td>
</tr>
<tr>
<td>4:00 PM</td>
<td>High School</td>
</tr>
<tr>
<td>4:15 PM</td>
<td></td>
</tr>
<tr>
<td>Drop Off:</td>
<td>Campbell</td>
</tr>
<tr>
<td>5:00 PM</td>
<td>University</td>
</tr>
</tbody>
</table>

Bus pick-up at Campbell and drop-off at high schools: Friday, June 29, Wednesday, July 3, Friday, July 13, 20, and 27.

Campbell University  
Lee County High School  
Southern Lee High School

<table>
<thead>
<tr>
<th>School</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pick Up:</td>
<td>Campbell</td>
</tr>
<tr>
<td>5:00 PM</td>
<td>University</td>
</tr>
<tr>
<td>5:40 PM</td>
<td>Lee County</td>
</tr>
<tr>
<td>5:55 PM</td>
<td>Southern</td>
</tr>
<tr>
<td>Drop Off:</td>
<td>Lee County</td>
</tr>
<tr>
<td>5:00 PM</td>
<td>High School</td>
</tr>
</tbody>
</table>

HARNETT COUNTY

No transportation provided

Drop Off: 5:00 PM on Sunday, June 24, July 1, 8, 15, 22, and 29.

Pick Up: 5:00 PM on Friday, June 29, Wednesday, July 3, Friday, July 13, 20, and 27.
PACKING LIST

For Residential Program at Campbell University:
(Sunday, June 24 – Thursday, August 2)

☐ Linens/Bedding for Extra-Long Twin (also can be sheets for full, queen, or king – please do not buy special sheets for the Summer Academy)
☐ Pillow
☐ Towel/Washcloth
☐ Toiletries (soap, toothbrush, toothpaste, etc.)
☐ Shower sandals
☐ UB T-Shirt (provided a summer orientation)
☐ UB Backpack (provided on the first day of the summer academy)
☐ Clothing for 5 days (Monday - Friday)
☐ Comfortable walking shoes
☐ Clothing for physical activity
☐ Bathing suit
☐ Sneakers
☐ PJs
☐ Jacket or sweatshirt
☐ Water Bottle (given on the first day)
☐ Optional items*:
  ☐ Cell phone
  ☐ Books, mP3 player, etc. for entertainment during leisure time
  ☐ Umbrella

*Note: The Upward Bound Programs are not responsible for lost or stolen items. Please keep this in mind as you pack your belongings.
CODE OF CONDUCT

STUDENT PLEDGE
It is my duty to possess the highest scholastic intentions,
Striving always to present myself in a respectable manner.
I accept that my role as an Upward Bound Program participant
Requires both sacrifice and dedication.
I will endeavor to maintain academic and ethical integrity,
Believing that my words and my work are reflections of my character.
I will utilize my talents and knowledge to help myself and others,
Always remembering that Upward Bound has a clear mission.
It is my goal to acquire higher education,
Thereby validating the purpose of Upward Bound,
For I understand and accept that my success determines other students’ opportunities.
Following these ideals situates me as a true leader -
One to be admired and an example to be followed.
I AM READY, I AM COMMITTED, I AM UPWARD BOUND!

RULES AND REGULATIONS

1. **Weapons:** Use, possession and/or distribution of dangerous object of no reasonable use (i.e., guns, knives, mace, fireworks or similar related items) at any Upward Bound activity (on- or off- campus) is prohibited. Possession of weapons on campus is a crime.

2. **Alcohol:** Use, possession and/or distribution of alcoholic beverages on campus or at any Upward Bound activity or related activity (on- or off- campus) is prohibited.

3. **Drugs:** Use, possession and distribution of illegal or prescription drugs on campus and/or program-related activities is prohibited. All participants taking prescription drugs must report this information to the Upward Bound staff. Abuse or inappropriate distribution of non-prescription drugs is prohibited.

4. **Sexual Misconduct:** Sexual cohabitation and sexual misconduct are prohibited. Displaying inappropriate behavior and/or affections, such as fondling, touching, hugging, kissing, caressing are prohibited.

5. **Stealing and Destroying/Defacing Property:** Students are to respect property. Do not destroy or deface College, University, Upward Bound or other properties, or alter official documents, forms or records. Students are to respect one others’ property. Students are prohibited from taking items that do not belong to them. Shoplifting is a crime and subject to legal prosecution.

6. **Fighting/Provocation/Threats:** (a) Fighting on any campus, and other sites of the Upward Bound Programs and program-related activities is prohibited; (b) Intentionally placing a person in fear of imminent physical injury or danger is prohibited; and (c) Intentionally inflicting severe mental or emotional distress upon a person through a course of conduct, involving repeated abuse or disparagement, is also prohibited.

7. **Aiding and Abetting:** Influencing, assisting, and or encouraging students to violate rules, regulations and procedures is prohibited.

8. **Central Carolina Community College Rules and Regulations:** Students violating Central Carolina Community College rules, regulations, policies and procedures are subject to penalties prescribed by the College and the Upward Bound Programs.
DRESS CODE POLICY

The dress code is based on the theory that learning to use socially acceptable manners and selecting attire appropriate to specific occasions and activities are critical factors in the total educational process. Students in Upward Bound are preparing for college and must understand the importance of dressing for success on all occasions. Therefore, appropriate attire must be worn by students in Upward Bound Program students at all times, including at off-campus activities. **Business casual dress is recommended for special events.** Students may be denied admission to various functions if their manner of dress is inappropriate.

Examples of *inappropriate* dress and/or appearance include, but are not limited to:

1. Caps, do-rags, headbands, scarves, or hoods. Hats, hoods and other head coverings must be removed prior to entering any room on campus. This policy item does not apply to headgear considered as a part of religious or cultural dress.
2. Midriffs, halters, mesh or netted shirts, spaghetti straps, tube tops, sheer clothing or tops that are cut too low.
3. Short shorts, skirts, and/or dresses.
4. Sagging pants.
5. Exposed undergarments of any kind.
6. Clothing with derogatory, offensive and/or lewd messages either in words or pictures.
7. Sunglasses worn indoors.
8. Bare feet.

**A student whose attire is deemed inappropriate will be asked to change.** If the student does not have in his/her possession any clothing that is deemed appropriate, an attempt will be made to contact the student’s parent/guardian for a change of clothes. If a parent/guardian is unable to be reached, or unable to bring an appropriate change of clothing immediately, the student must change into clothes provided by Upward Bound Program Staff. Students who fail to abide by the dress code policy will be subject to disciplinary action.
## DISCIPLINARY ACTION PROCEDURES

<table>
<thead>
<tr>
<th>Infraction Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1st Minor Infraction</strong></td>
<td>Staff provides verbal warning to student and documents incident for Director’s review.</td>
</tr>
<tr>
<td><strong>2nd Minor Infraction</strong></td>
<td>Staff addresses behavior with student, documents incident for Director’s review, a phone conference is held with parent or guardian, and course of disciplinary action is decided.</td>
</tr>
<tr>
<td><strong>3rd Minor Infraction</strong></td>
<td>Staff addresses behavior with student, documents incident for Director’s review, an in-person conference is held with parent or guardian, and course of disciplinary action is decided. Student may be dismissed from remainder of Summer Academy.</td>
</tr>
<tr>
<td><strong>Any Major Infraction</strong></td>
<td>A meeting between the student, a parent or guardian, and the Director is held immediately and course of disciplinary action is decided. Student may be dismissed from remainder of Summer Academy or expelled from the Upward Bound Programs. If necessary, appropriate authorities will be notified.</td>
</tr>
</tbody>
</table>
ACADEMIC POLICIES

Academic Honesty
The Upward Bound Programs expect every student to be committed to honesty and academic integrity. To ensure that all students understand our expectations, specific examples of cheating and plagiarism, two common forms of dishonesty, are outlined below. The lists are representative, but not all inclusive of various types of academic dishonesty.

**Cheating** includes copying tests, assignments, projects, presentations, and similar work; submitting work that was previously submitted in another course or at another institution without instructor approval; changing grades without the instructor’s knowledge; using unapproved sources (print, electronic, or web materials, etc.) during tests; receiving and giving assistance with tests or other assignments without instructor approval; and any action which misrepresents or defrauds.

**Plagiarism** includes representing others’ work (papers, tests, assignments, projects, etc.) in any form, print, electronic, web, etc., as your own; not giving credit to work created or composed by another author (refer to The Publication Manual of the American Psychological Association, the MLA Handbook for Writers of Research Papers, or other approved style guide); or submitting a purchased paper, project, or presentation as your own original work.

Other academic honesty violations include allowing others to copy your work, providing your work to others for submission as their own, lying to improve your grade or others’ grades, changing a graded work and submitting it for regrading, stealing or destroying others’ work, collaborating on work without instructor approval, and impersonating another by taking their examination.

If a student commits an act of academic dishonesty, an Infraction Form will be completed and the appropriate disciplinary action procedures will be followed.

**Academic Expectations**
Students must complete all assignments given by UB staff completely and on time. Students should maximize tutoring and study hall times, and advocate academically for themselves by asking questions and discussing concerns directly with the instructor. The UB staff is here to help our students be successful and prepare for college-level academics!
ATTENDANCE AND PARTICIPATION POLICIES

The Upward Bound program expects that program participants will be present both physically and mentally at all activities and events.

**Attendance Records**
Program staff will keep records of attendance for all students throughout the duration of the program. Students should sign in at each activity or event to ensure that their attendance is recorded.

**Excused Absences**
Students or parents/guardians should notify the UB staff of any expected absences or unexpected absences, such as illness or a family emergency, as soon as possible, keeping in mind that UB is not able to provide the valuable services we offer if a student is not present.

**Repeated Absences and Tardies**
Repeated unexcused absences and/or tardies will not be tolerated, particularly without appropriate notification. It is expected that students will communicate with the UB staff to provide proper notification of any anticipated absences or tardies.
STIPEND INFORMATION

I. Maximum Stipends

Youths participating in an Upward Bound project may be paid stipends not in excess of $60 per month during June, July, and August, except that youth participating in a work-study position may be paid a stipend of $300 per month during June, July, and August. Youths participating in an Upward Bound project may be paid stipends not in excess of $40 per month during the remaining period of the year.

II. Stipend Checklist

✓ Attendance, Participation, and Good Behavior: Week 1 $30.00
✓ Attendance, Participation, and Good Behavior: Week 2 $30.00
✓ Attendance, Participation, and Good Behavior: Week 3 $30.00
✓ Attendance, Participation, and Good Behavior: Week 4 $30.00
✓ Attendance, Participation, and Good Behavior: Week 5 $30.00
✓ Attendance, Participation, and Good Behavior: Week 6 $30.00

Total $ 180.00

*Please note that an unexcused absence or behavioral problem will result in loss of stipend for entire week.

“Intelligence plus character--that is the goal of true education.”
- Martin Luther King, Jr.

Have a great summer!
TRiO Upward Bound Programs
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Sanford, NC  27330

P: (919) 718-7576
F: (919) 718-7290

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Follow us on Instagram! @ubprogramsatcccc