

YALE SUMMER SESSION

# 2008 HANDBOOK

The closing date for material in the Yale Summer Session 2008 handbook was May 1, 2008. All information, including costs, is subject to change.

## SUMMER 2008 PHONE DIRECTORY

**All phone numbers in this handbook are area code (203)**

### EMERGENCY

FROM CAMPUS PHONES OR CELL PHONES **911**  
Yale Police (routine) 432-4400  
University Health Services 432-0123

**SUMMER SESSION OFFICE** 432-2430  
P.O. Box 208355 Fax 432-2434  
New Haven, CT 06520-8355 summer.session@yale.edu  
Address for UPS / FedEx: 55 Whitney Avenue, Suite 430  
New Haven, CT 06510

Dean: William Whobrey 432-2430  
Director, English Language Institute: Jan Hortas 432-2430  
Associate Director: Kathryn Young 436-8003  
Study Abroad Director: Cristin Siebert 432-7985  
Summer Housing Manager: Suzanne Shaw 432-6782  
Business Manager: Zelma Brunson 432-7239  
Director, Yale Summer Sciences and Math: Robert J. Zinn 432-3017  
Director, Summer Language Institute: Maria Kosinski 432-2502  
Summer Master: Craig Harwood (valid after 5/31/08) 432-0555  
Summer Asst Master: Payton Richardson (valid aft 5/31/08) 432-0533  
Summer Asst Master: Ivan Lett (valid after 5/31/08)  
Summer Asst Master: Erin Keesecker (valid after 5/31/08) 432-0535

RESIDENTIAL COLLEGES, SUMMER 2008:  
SAYBROOK, BRANFORD & TRUMBULL COLLEGES

### SUMMER HOUSING OFFICE

Saybrook College (valid after 5/31/08) 436-2953  
Office Hours: Monday – Friday, 8:30 a.m.- 5:00 p.m.

### DINING SERVICES

Saybrook College 432-7995  
Branford College 432-0430

### INFORMATION

Yale Telephone Directory Information 432-4771  
Visitor Information, 149 Elm Street 432-2300  
Lost and Found Center 432-4405

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PART I

YALE INFORMATION

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**ART GALLERIES & MUSEUMS**

**YALE UNIVERSITY ART GALLERY**

Location: 1111 Chapel St.  
Hours: Tuesday - Saturday 10 a.m. - 5 p.m.  
Thursday 10 a.m. - 8 p.m. (Sep-Jun)  
Sunday 1 p.m. - 6 p.m.  
Closed Mondays and major holidays  
Main Phone: (203) 432-0600  
Web Site: <http://artgallery.yale.edu>  
Admission: Free

The Yale University Art Gallery is located at 1111 Chapel Street at York Street. Since its founding in 1832, when John Trumbull gave more than 100 of his paintings to Yale, the Art Gallery's collections have grown to number over 80,000 objects from around the world dating from ancient Egyptian times to the present day. Among the highlights are masterpieces by Van Gogh, Manet, Monet, Picasso, Hopper, Homer, Eakins, and many contemporary artists, as well as notable collections of Etruscan and Greek vases, early Italian paintings, and Asian art. The Art Gallery's American paintings and decorative arts collections are among the finest in the world.

**YALE CENTER FOR BRITISH ART**

Location: 1080 Chapel St. (corner of High St.)  
Hours: Tuesday - Saturday 10 a.m. - 5 p.m.  
Sunday 12 p.m. - 5 p.m.  
Closed Mondays and major holidays  
Main phone: 432-2800  
Web Site: <http://ycba.yale.edu/index.asp>  
Admission: Free

The Yale Center for British Art houses the most comprehensive collection of English paintings, prints, drawings, rare books, and

sculpture outside Great Britain. Given to Yale by Paul Mellon, class of 1929, the Center's resources illustrate British life and culture from the 16th century to the present. The Center's collection includes more than 1,400 paintings, 20,000 drawings, 30,000 prints, 22,000 rare books, 20,000 volumes in the Reference Library and a 200,000-document photo archive. The Reference Library and Study Room are open Tuesday through Friday, 10.00 a.m. to 4:30 p.m. The collection is housed in the last building designed by the American architect Louis I. Kahn (1901-1974).

### **PEABODY MUSEUM OF NATURAL HISTORY**

Location: 170 Whitney Ave.  
Hours: Monday - Saturday 10 a.m. - 5 p.m.  
Sunday noon - 5 p.m.  
Closed July 4th  
Phone: 432-5050  
Web site: [www.peabody.yale.edu](http://www.peabody.yale.edu)  
Admission: Free to Yale faculty and students with ID  
Free on Thursdays from 2-5 p.m.  
\$7.00 adults, \$5.00 children 3-18, \$6.00 seniors  
(65+)

Between 1870 and 1873 Othniel Charles Marsh, the nephew of wealthy international financier George Peabody (1795-1869), led four expeditions of Yale students into the wild American West in search of fossils. His most famous finds are the dinosaurs he named including Apatosaurus, Stegosaurus, and Triceratops. The original fossil skeleton of Apatosaurus, discovered by Marsh, today dominates the museum's Great Hall.

Also on view are exhibits on Ancient Egypt, the Indians of the Great Plains, Pacific cultures, Mexico, and Peru. The Bird Hall contains specimens representing most species of birds found in Connecticut. Other exhibits are devoted to minerals, extinct species of North American flora and fauna, and meteorites. An outstanding feature of the Museum is its eleven dioramas, each a unique blend of art and science, that offer an exquisite vision of the natural world.

### **CENTER FOR LANGUAGE STUDY**

A center of coordination and resources for the more than fifty languages taught at Yale, the CLS (formerly the language lab) provides

leadership and support for pedagogical innovation, professional development (including workshops and informal seminars offered in collaboration with language programs), and implementation of new methodologies in language instruction and learning.

The CLS is also a source for a vast range of technological services, guidance, and assistance, such as technology-equipped classrooms, foreign language computing labs, multimedia materials development, and audio/video distribution. The focus of the CLS is not only on providing technological resources, but on ensuring that these resources are well supported and efficiently integrated into the overall language learning experience.

Location: 370 Temple St.  
Summer Hours: Monday-Thursday, 8:30 a.m. - 11 p.m.  
Friday, 8:30 a.m. - 5 p.m.  
Saturday closed  
Sunday 2 p.m. - 11 p.m.  
Phone: 432-8196  
Web site: [www.cls.yale.edu](http://www.cls.yale.edu)

## COMMUNITY SERVICE AT DWIGHT HALL

Dwight Hall, the center for public service and social justice in the New Haven community, is located on the Old Campus directly opposite Phelps Gate. Every summer 10-15 Dwight Hall Summer Interns work on eight-week projects they design in coordination with city government and non-profit agencies throughout New Haven. In the past, interns have expanded their summer projects into year-round volunteer programs. They often seek summer students to volunteer.

In addition to the Summer Internships, many Dwight Hall programs run through the summer and need volunteers to help in a variety of ways such as tutoring Hispanic youth and Asian immigrants, providing recreation and group activities for inner city youths, voter registration, tutoring adults in basic education, serving meals at soup kitchens, or volunteering at Saint Raphael's or Yale-New Haven Hospital.

For more information about all the volunteer opportunities, visit Dwight Hall on the Old Campus, [www.dwighthall.org](http://www.dwighthall.org), or call 432-2420.

## COMPUTERS & FACILITIES

### REGISTERING YOUR COMPUTER FOR USE ON CAMPUS

If you have an Ethernet-equipped computer, Ethernet adapter and a category 5 Ethernet patch cable, you should be able to plug the cable into the data jack (with a picture of a computer next to it) in your room. See [www.yale.edu/sc/summer.html](http://www.yale.edu/sc/summer.html) for detailed instructions on configuring your computer for use on Yale's network. Once you have registered your Ethernet card, you will have full access to Yale and non-Yale Internet resources. To register your Ethernet card:

1. Verify that your computer is on and plugged into the Yale network using a Category 5 Ethernet cable.
2. Using a web browser such as Internet Explorer or Mozilla, go to <http://www.yale.edu/netreg/>
3. Click on "Register Student Network Connection."
4. Enter your NetID and password and click on "Login."
5. If you are registering a wired Ethernet connection, select "wired Ethernet," click on "Register the computer I am using right now," and go to step 7.
6. If you are registering a wireless Ethernet connection select "wireless," enter your wireless card's EHA, and click on the "Register" button. For instructions on how to find the EHA of your wireless card, please go to <http://www.yale.edu/amt/eha/>
7. Enter the information about your computer and carefully read the network policy information and then click on "I agree" to complete the process.
8. Wait 30 minutes and restart your computer. You should now be able to connect to the Internet.

Note: If selecting the "Register the computer I am using right now" option results in an error message, locate the Ethernet Hardware Address (EHA) of the card you are trying to register, and try registering the EHA by choosing the "Register a different computer" option. For instructions on how to locate your Ethernet card's EHA, please see <http://www.yale.edu/amt/eha/>

## **USING YOUR COMPUTER OFF-CAMPUS**

If you live off-campus, you can purchase a PPP account to dial-in to Yale's modem pool. Contact User Accounts ([www.yale.edu/acct](http://www.yale.edu/acct), [user.accounts@yale.edu](mailto:user.accounts@yale.edu), or 432-6627) at 175 Whitney Ave.

## **EMAIL**

Yale does not provide email accounts to students enrolled in summer courses. If your email provider offers access via the web, you can check your email using a web browser on any Yale computer. If your email provider offers telnet access, you can connect to your server using the telnet program in the Internet Tools folder on each cluster computer.

## **ON-CAMPUS COMPUTING FACILITIES**

Academic Media & Technology Cluster Support Services operates computing facilities offering Windows and Macintosh computers with a variety of software and full Internet access. Computing Assistants (CAs) are available during scheduled hours to assist users. Standard cluster computers require your Yale NetID and password.

Residential colleges also have a small computer room that is open 24 hours a day. Access to these facilities is restricted to those living on campus. A student Computing Assistant (CA) will be available during evening hours in one of the two summer college computer rooms to assist you with computing problems. The Center for Language Study also has computers available for student use. For further information about campus computing sites, visit

<http://www.yale.edu/its/media/computing/>

### **Dunham Laboratory**

10 Hillhouse Avenue, 120

Computers: 33 PCs, 5 Macs, 1 PC DTP, 1 Mac DTP

Hours: Open 24 hours a day, 7 days a week

Outside normal business hours, a Yale ID card is required for access.

## **PRINTING AT COMPUTER CLUSTERS**

Black and white laser printing, color printing, and copying is available in the residential college computer rooms and campus computing facilities at 7 cents per page (black and white). Printing instructions are available in each facility. Each person with a NetID has a printing

account, and funds must be added to this account prior to printing. Funds can be added in person by cash or check, or online by credit card. To activate your printing account and learn how to add funds, see [www.yale.edu/printing](http://www.yale.edu/printing).

Students living off-campus may take advantage of the self-service printing offered at one of the several copy and print shops near campus:

- ◆ DocuPrint, 27 Whitney Avenue            776-6000
- ◆ Tyco, 262 Elm Street at Broadway       562-9723
- ◆ York Copy, 284 York Street             777-1111

## YALE DINING SERVICES

Meals will be served every day on a contract or cash basis in Saybrook and Branford College Dining Halls.

### MEAL HOURS

#### Monday - Friday

Breakfast	7:30 a.m. – 9:30 a.m.
Lunch	11:30 a.m. - 1:30 p.m.
Dinner	5 p.m. - 7 p.m.

#### Saturday and Sunday

Continental Breakfast	9 a.m. - 10 a.m.
Brunch	11 a.m. - 1 p.m.
Dinner	5 p.m. - 7 p.m.

### MEAL CONTRACTS

Students living on campus are required to have a full 21-meal per week contract, which provides breakfast, lunch (or brunch) and dinner seven days a week.

Students residing off campus may purchase meals individually with cash at the door, or purchase one of the following meal contracts (with check or cash, no credit cards) at the Dining Services Accounting Office, 246 Church St.:

21-meals (any meal, seven days a week)	\$182.45/week
10-meals (lunch and dinner, M-F)	\$142.50/week

Students holding meal contracts must present their ID card to the Dining Hall desk attendant at each meal. If a student loses his or her ID, a temporary 3-day meal card will be issued so that the student can receive meals while making arrangements for the ID to be replaced (see “Identification Cards” for instructions on replacing lost ID cards).

### **GUEST RATES**

Those who do not have a meal contract may purchase individual meals in Saybrook and Branford Dining Halls. Below are listed the current rates, which will change as of June 1<sup>st</sup>:

Continental Breakfast	\$ 5.25
Full Breakfast	\$ 6.95
Lunch	\$ 10.75
Dinner	\$ 13.90

### **VEGETARIAN/KOSHER OPTIONS**

Yale Dining Services can provide pre-packaged kosher meals to students who make arrangements in advance. Contact the summer Dining Hall Managers’ office directly at 432-0430 or 432-7995.

Claire’s Corner Copia, on the corner of Chapel and Elm Streets, serves a variety of vegetarian meals at reasonable prices; 562-3888.

## **YALE RESOURCE OFFICE ON DISABILITIES**

The Resource Office on Disabilities coordinates accommodations and services for students with disabilities, and provides general information about campus-wide access for persons with disabilities. If you are a student with a disability, contacting the Resource Office on Disabilities is a required first step in the process of obtaining disability-related accommodations. Early planning is critical. Therefore, we ask that students who need accommodations contact the Resource Office immediately upon admission to Yale Summer Session. Services include (but are not limited to) classroom and special testing accommodations, visual materials in alternative formats, loans of special equipment and, when necessary, special housing arrangements. Registration with the Resource Office is confidential. An appointment is advised.

Hours: Monday through Friday 8:30 a.m. to 4:30 p.m.

Campus Address: William L. Harkness Hall, 100 Wall St, Rm 103.  
Telephone: 432-2324 or 432-2325  
TTY/TDD: 432-8250.  
Web: **www.yale.edu/rod**  
E-mail: *judith.york@yale.edu*.

Mail: Yale Resource Office on Disabilities  
P.O. 208305  
New Haven, CT 06520-8305

## **EMERGENCY/POLICE/SECURITY AT YALE**

EMERGENCY: dial **911** on Yale phones      ROUTINE: 432-4400  
University Security Programs: 737-1937 (after hours: 785-5555)

**IMPORTANT NOTE FOR CELL PHONES:** You should program the Police number **911** into your phone for emergencies.

The Yale University Police Department is a full service agency with an authorized strength of 79 officers. University Police officers are armed and have full police powers, including the authority to make arrests throughout the city of New Haven.

Headquarters is located at Rose Center, 101 Ashmun Street.

The Yale Police patrol all campus areas with a primary concern for the personal safety of Yale students, faculty, and staff. Since Yale is located within the city of New Haven, Yale experiences the same criminal activity as the urban environment. This includes street crime incidents such as purse-snatching and robbery. For your own safety, the Yale police urge you to take the following precautions:

- Avoid walking alone, especially after dark.
- Always lock your vehicle and remove any valuables from view or lock them in the trunk.
- Get a good U-lock or sturdy cable lock for your bicycle.
- Report any questionable activity or crime right away.
- If you must carry a purse, do not place a large amount of cash or your keys inside.
- Always lock your room, even if you are leaving for a short time, and never leave valuables on a desk, dresser, or bed.
- Use the shuttle and mini-bus (see “transportation”)

## **SECURITY BLUE PHONES**

Almost 250 exterior phones are strategically located throughout the campus and are readily identified at night by blue lights hanging above or near them. The phones are equipped with red emergency buttons for direct connection to the University Police for police, fire, or medical emergencies and a keypad for dialing any campus number.

## **2-WALK**

Yale employs a staff of trained Security Officers who work under the direction of University Security Programs. Easily identified by their black and gray uniforms, Security Officers perform a variety of services, including the Escort Service (call 432-9255 or 2-WALK). Security Personnel carry two-way radios and are in continuous contact with the Central Alarm Station at 100 Church Street South.

Please also see the Yale University Report on Campus Security attached as Appendix B to this handbook.

## **HEALTH SERVICES**

### **YALE UNIVERSITY HEALTH SERVICES**

Yale University Health Services provides limited coverage to students registered in Summer Programs and living on campus. Coverage includes use of the Urgent Care department located on the first floor of the University Health Services Center and the Inpatient Care Facility, a fully licensed, 27-bed inpatient unit located on the fifth floor of the University Health Services Center. The Urgent Care department is open 24 hours a day and is located on the first floor of the University Health Center and is staffed by physicians, physician associates, and nurse practitioners trained to evaluate and treat most minor, acute medical problems (including acute asthma) as well as minor trauma such as orthopedic injuries and lacerations. If needed, routine primary care and specialty services are available onsite; however, these services, including radiology and physical therapy, are not covered, even if referred by a physician in the Health Services Center. This coverage does not replace hospitalization insurance, which all students are strongly urged to maintain, and does not include follow-up care.

**Students with special medical needs are urged to coordinate their care in advance with the YUHS staff.**

Non-Yale students enrolled in Yale Summer Programs and living off-campus may use the Urgent Care department at the University Health Services Center on a fee-for-service basis.

Students who were enrolled in Yale College for the spring semester immediately prior to the summer program maintain the level of coverage for which they were enrolled through August 31.

University Health Services Center (UHSC)  
Member Services Department  
17 Hillhouse Avenue  
P.O. Box 208237, New Haven, CT06520  
432-0246  
[www.yale.edu/uhs](http://www.yale.edu/uhs)

#### **OTHER HEALTH RESOURCES**

Office of Health Promotion and Health Education  
17 Hillhouse Avenue (UHSC), 4<sup>th</sup> floor, 432-1826

New Haven Gay & Lesbian Community Center  
[www.nhglcc.org](http://www.nhglcc.org)  
387-2252

Sexual Assault Crisis Services of Greater New Haven  
357 Whitney Avenue, Hotline: 624-4576

Women's Health Services  
911 State Street, 503-3530

#### **IDENTIFICATION CARDS**

Visiting summer students will be issued a summer Yale ID card at registration. Yale students will receive a summer sticker for their permanent ID card at registration.

Valid identification cards are required at the library, Health Services, the gym, the campus dining halls, and many other facilities on campus. Cards are also required for the shuttle and mini-bus. Cards should be carried at all times so that they may be shown upon request.

Lost, stolen, or damaged ID cards should be reported immediately to the University Security Programs Department at 100 Church Street South during business hours or the University Police Department (432-4400) at all other times.

Students who lose their ID card must go to the Summer Session Office, 55 Whitney Avenue, Suite 430, to obtain a temporary authorization. They then present the authorization card at the ID center (246 Church St.) to receive a new permanent ID. The charge to replace an ID card is \$5 for non-Yale students (\$20 for Yale students). If a card is lost during a weekend, or at a time when the Summer Session office is not open, students living on-campus may obtain a temporary meal card from the dining hall sign-in desk until they can procure a new ID card.

Non-Yale students withdrawing from Summer Session must surrender their ID cards to the Summer Session office upon completion of their withdrawal paperwork. Yale students must remove their summer validation sticker.

## **INFORMATION CENTER**

The Yale Visitor Information Center (VIC) is located at 149 Elm Street. University maps, brochures, catalogues, and postcards are available free to the public or for a small charge.

Free tours of the University originate at the VIC and are given throughout the summer by well-informed Yale students: weekdays at 10:30 a.m. & 2:00 p.m., Saturdays & Sundays tours at 1:30 p.m. Call 432-2300 or visit **[www.yale.edu/visitor](http://www.yale.edu/visitor)**.

For information about New Haven and Connecticut contact the Greater New Haven Convention and Visitors' Bureau at 777-8550 or visit **[www.newhavencvb.org](http://www.newhavencvb.org)**.

## **INTERNATIONAL COMMUNITY**

The Office of International Students and Scholars (OISS) coordinates services and support to Yale's international students. OISS staff can provide assistance with employment, immigration, personal and cultural adjustment, and family and financial matters, as well as serve as a source of general information about living at Yale and in New

Haven. The OISS website has recent updates on U.S. immigration regulations.

In addition, as Yale University's representative for immigration concerns, OISS provides information and assistance to students on how to obtain and maintain legal status in the United States. OISS issues the visa documents needed to request entry into the United States under Yale's immigration sponsorship and processes requests for extensions of authorized periods of stay in the United States, school transfers, and employment authorization. F-1 students attending Yale Summer Session or the English Language Institute should consult with OISS about the procedures for transferring schools after the completion of the summer program.

All international non-Yale students attending Summer Session will be required to register at the OISS office within three days of arrival in New Haven.

Location: 421 Temple Street  
Hours: MWThF 8:30 a.m. – 5 p.m.; T 10 a.m. – 5 p.m.  
Phone: 432-2305  
Web site: [www.oiss.yale.edu](http://www.oiss.yale.edu)

## LAUNDRY

Laundry machines for on-campus students are available in the basement of each residential college. Students may add cash to their laundry account, which is maintained on their Yale ID card, at a machine in the basement, and then use the washers and dryers with their Yale ID. Please note: money should be added to the ID card prudently; there are no refunds of unused laundry account money.

## LIBRARIES

Yale has the second largest university library in the United States. The academic community has access to more than ten million volumes housed in libraries located across the campus. For further information see [www.library.yale.edu](http://www.library.yale.edu).

**Sterling Memorial Library** (120 High St.) is the central University library and contains major collections in economics, history, literature, philosophy, political science, and other humanities fields. The card

catalog, located in the nave of Sterling, and Orbis, the Library's on-line catalog, cover all books in the University system; 432-1775.

**Bass Library (formerly Cross Campus Library)**, connected to Sterling by an underground tunnel, holds the most intensively used books related to course work at Yale College, as well as materials placed on reserve by the faculty for the in-library use of their students; 432-1870.

**The Beinecke Rare Book and Manuscript Library**, (121 Wall St) which houses Yale's principal collection of rare books and literary manuscripts, serves as a center for research by students, faculty, and other serious readers, whether connected with Yale or not. Materials do not circulate, but may be used in the reading room on the court level. One of the largest buildings in the world devoted entirely to rare books and manuscripts, the library now contains about 600,000 volumes and several million manuscripts in its five major collections: the General Collection of Rare Books and Manuscripts, the Collection of American Literature, the Collection of Western Americana, the German Literature Collection, and the Osborn Collection of British literary and historical manuscripts. The building, designed by Gordon Bunshaft, is constructed of Vermont marble and granite, bronze, and glass. The courtyard sculptures by Isamu Noguchi represent the earth (pyramid), the sun (circle), and chance (cube). On permanent display are the Gutenberg Bible and Audubon's *Birds of America*; special exhibitions are arranged throughout the year; 432-2972.

**The Kline Science Library** serves the Division of the Sciences and is located in the Kline Biology Tower at 219 Prospect Street. The six Science Libraries contain over 675,000 volumes in various subjects including anthropology, biology, chemistry, engineering, forestry, and physics; 432-3439.

**Seeley G. Mudd Library**, (38 Mansfield St) at the corner of Sachem and Mansfield Streets, houses the Government Documents Collection and more than a million low-use books in various fields; 432-3203.

The Division of Social Sciences and the School of Management are served by the **Social Science Library** and Information Services at 140 Prospect Street. The Social Science Library has over 140,000 volumes and houses the Economic Growth Center Collection; 432-3301.

## SUMMER LIBRARY HOURS 2008

### BEINECKE

Monday-Thursday	8:30 a.m. – 8 p.m.
Friday	8:30 a.m. – 5 p.m.
Saturday	CLOSED until mid-July
Sundays	CLOSED

### STERLING

Monday-Wednesday	8:30 a.m. – 4:45 p.m.
Thursday	8:30 a.m. – 9:45 p.m.
Friday	8:30 a.m. – 4:45 p.m.
Saturday	10 a.m. – 4:45 p.m.
Sunday	CLOSED

### BASS

Monday – Thursday	8:30 a.m. – 9:45 p.m.
Friday	8:30 a.m. – 4:45 p.m.
Saturday	10 a.m. – 4:45 p.m.
Sunday	Noon – 4:45 p.m.

### KLINE SCIENCE

Monday-Thursday	8:30 a.m. – 7:45 p.m.
Friday	8:30 a.m. – 4:45 p.m.
Saturday	10 a.m. – 4:45 p.m.
Sunday	Noon – 7:45 p.m.

### SEELEY MUDD

Monday-Friday	8:30 a.m. - 4:45 p.m.
Saturday & Sunday	CLOSED

### SOCIAL SCIENCE

Monday-Friday	8:30 a.m. – 4:45 p.m.
Saturday & Sunday	CLOSED

All libraries are CLOSED on Monday, May 26<sup>th</sup> (Memorial Day), Friday, July 4<sup>th</sup> (Independence Day) and Labor Day.

## LOST AND FOUND

Articles found in Yale libraries should be turned in to the Library Lost and Found. Articles found in the Medical School should be turned in to the Medical School Lost and Found. Items such as wallets,

identifications, or cash should be turned over to the University Police Department. If you cannot locate a lost item, contact the University Police Department for information at 432-4400.

## **MAIL SERVICE**

Yale Station is a U.S. Post Office at 206 Elm Street, on the corner of Elm and High Streets. The full-service customer counter (773-3454) is open Monday – Friday, 8 a.m. – 6 p.m. and Saturday 8 a.m. – 12 p.m.

Students living on campus who wish to receive mail during their stay should use the following addresses:

For letters & parcels sent via U.S. Postal Service or international mail:

Student name  
Yale Summer Session  
P.O. Box 205289  
New Haven, CT 06520-5289 USA

For letters and parcels sent via private carriers (such as FedEx, UPS, DHL etc.)

Student name  
Saybrook College  
242 Elm Street  
Housing Office, Entryway E, Room 12  
New Haven, CT 06511 USA  
(203) 436-2953

## **PARKING**

The University's modern, multi-level Pierson-Sage Garage at Whitney Avenue and Edwards Street is staffed by security personnel and equipped with emergency telephones and other security features. Summer students and who have cars are expected to obtain parking spaces in this facility for a fee of \$85 per month. The Yale Shuttle and the minibus make regular stops at the garage. The Parking and Transit office may be reached at 432-9790 and at [www.yale.edu/parkingandtransit](http://www.yale.edu/parkingandtransit).

## PUBLICATIONS AT YALE

The *Yale Bulletin & Calendar* will publish several issues this summer. It is a good guide to lectures, films, plays, poetry readings, and concerts on campus. The *Bulletin* can be found in the nave of Sterling Library, at the Yale Visitor's Information Office in Dwight Hall, or online at [www.yale.edu/opa/current/ybcurrent.html](http://www.yale.edu/opa/current/ybcurrent.html).

The *Yale Herald* and the *Yale Daily News*, student publications that maintain web sites and article archives, are excellent sources of information about life at Yale. Find them at [www.yaleherald.com](http://www.yaleherald.com) and [www.yaledailynews.com](http://www.yaledailynews.com).

## RECREATIONAL FACILITIES AND PROGRAMS

The **Payne Whitney Gymnasium** on Tower Parkway, completed in 1932 and currently undergoing major renovations, is one of the most elaborate indoor athletic facilities in the world. Facilities include the air-conditioned Colonel Lanman Center—a 30,000 square foot facility for basketball, volleyball, and other sports activities with a suspended three lane 1/6 of a mile Mondo® indoor jogging track. The Adrian C. "Ace" Israel Fitness Center, in the west wing of the fourth floor, features state-of-the-art cardiovascular equipment, Cybex pin selector weight-training circuits and free weights. Other facilities include: two pools; indoor jogging tracks; gymnasia for dance, volleyball, basketball, and martial arts; a gymnastics studio; fencing facilities; a men's sauna and a women's steam and sauna complex. Aerobics, swimming and yoga classes are available. Registered participants in Yale Summer Programs are entitled to a free gymnasium membership.

### Summer 2008, Payne Whitney Gymnasium

**DATES:** Monday, May 26 – Friday, August 8, 2008  
The gym will be closed on Memorial Day.

**HOURS:** Monday-Friday, 6 a.m. – 9 p.m.  
Saturday & Sunday, 10 a.m. – 2 p.m.

#### Membership

**Services:** Monday – Friday 10 a.m. – 6 p.m.  
Saturday & Sunday 10 a.m. – 2 p.m.

**Office:** 432-2474, 432-2497

Summer Session should present their Yale ID card with YSS '08 sticker to the membership office upon their first visit to the gym. A gym membership sticker will be affixed to the student's ID card.

## **RELIGIOUS SERVICES**

A number of churches, synagogues, and mosques are located near the Yale campus. A few are listed below. A complete listing can be found in the telephone directory's yellow pages.

### **Protestant Churches**

Battell Chapel (United Church of Christ)

Old Campus 432-1130

University Public Worship, conducted by the University Chaplain's Office and the Church of Christ in Yale University, is held Sundays at 10 a.m. CCY is an open and affirming congregation.

First and Summerfield United Methodist Church

College and Elm Sts. 624-2521

[www.fsumc.org](http://www.fsumc.org)

United Church on the Green (United Church of Christ)

Elm and Temple Sts. 787-4195

[newlights.org](http://newlights.org)

Center Church on the Green (United Church of Christ)

On the New Haven Green 787-0121

[newhavencenterchurch.org](http://newhavencenterchurch.org)

Trinity Episcopal Church

Chapel and Temple Sts. 624-3101

[www.trinitynewhaven.org](http://www.trinitynewhaven.org)

Christ Church Episcopal

84 Broadway 865-6354

[christchurchnh.org](http://christchurchnh.org)

### **Roman Catholic Churches**

St. Thomas More Chapel and Catholic Center:

268 Park Street (behind Davenport College); 777-5537

St. Mary's Church—Dominican Friars

5 Hillhouse Ave. 562-6193  
[www.stmarys-priory.com](http://www.stmarys-priory.com)

### **Jewish Synagogues**

Joseph Slifka Center for Jewish Life at Yale:  
80 Wall Street 432-1134  
[www.yale.edu/slifka](http://www.yale.edu/slifka)

Young Israel of New Haven (Orthodox)  
399 Whalley Ave 776-4212  
[www.yinh.org](http://www.yinh.org)

Congregation Beth Israel (Orthodox)  
232 Orchard Street 776-1468

Congregation Mishkan Israel (Reform)  
785 Ridge Road, Hamden 288-3877  
<http://www.cmi.urj.net/>

### **Islamic Mosques**

Masjid Muhammad Center  
64 Carmel St. 624-9296

Islamic Center of Hamden  
60 Connolly Parkway, Hamden 230-3285  
<http://ccm-inc.org/main/index.php>

### **Buddhist Centers**

New Haven Zen Center  
193 Mansfield St. 787-0912  
[www.newhavenzen.org](http://www.newhavenzen.org)

## **CHAPLAINS TO THE UNIVERSITY**

The University and denominational Chaplains conduct worship services and programs that are open to all during the summer. They are also available for conversations and for counseling.

University Chaplaincy and the Church of Christ in Yale University (U.C.C.)	432-1128
St. Thomas More Chapel (Roman Catholic)	777-5537
Hillel Foundation (Jewish)	432-1134
Baptist Campus Ministry	432-8752

Episcopal Church at Yale  
Lutheran Campus Ministry  
1139

432-5401  
432-

## TELEPHONE SERVICE

Most telephone numbers listed in this booklet and in the University Directory are University numbers. The seven-digit telephone number is dialed when calling from an off-campus location. However, when dialing from one University telephone to another, you need only dial the last five digits. When calling a non-University number from a University telephone, you must first dial “9” to get an outside line, followed by the seven-digit number.

Telephone and voice mail service is provided by the Information Technology Services (ITS) Telecommunications Department. Service is available in the residential colleges and is activated upon the students' arrival. Each suite is provided with a single phone line; therefore, students living in the same suite will share one common phone. Students may bring a touch-tone telephone or purchase one upon arrival in New Haven after consulting with roommates. The Summer Housing Office will provide instructions for use of the telephone and voice mail systems.

Telephone service includes local and on-campus calling and voice mail. Students will need to use a calling card to place long-distance calls; there are no direct long-distance dialing or billing options available. For more information contact ITS Telecommunications, 175 Whitney Ave., 432-9000, 785-3200.

## TRAVEL AND TRANSPORTATION

General Information about Connecticut Transit may be found at [www.cttransit.com/](http://www.cttransit.com/).

**AIR:** Airline information may be obtained by calling the airlines directly or by calling a travel agent. There is limited service directly to New Haven via Tweed New Haven Regional Airport ([www.tweednewhavenairport.com](http://www.tweednewhavenairport.com)); the most common airports used are John F. Kennedy and LaGuardia in New York, Newark International Airport in New Jersey, and Bradley International Airport in Hartford, CT ([www.bradleyairport.com](http://www.bradleyairport.com)).

**AIRPORT SHUTTLE:**

CONNECTICUT LIMOUSINE, 1-800-472-5466 (472-LIMO)

Terminal at Sports Haven, 600 Long Wharf Drive  
Services Kennedy, LaGuardia, Newark and Bradley.  
One-way trip approx. \$67 to NYC, \$85 to NJ, \$44 to Bradley  
Airport  
[www.ctlimo.com](http://www.ctlimo.com)

PRIME TIME AIRPORT SHUTTLE, 1-800-377-8745

Call to schedule home pick-up  
Services Kennedy and LaGuardia. \$50 one-way  
[www.primetimeshuttle.com](http://www.primetimeshuttle.com)

**BUSES:**

Greyhound Bus Lines, 50 Union Avenue  
[www.greyhound.com](http://www.greyhound.com), 772-2470

Peter Pan Bus Lines  
[www.peterpanbus.com](http://www.peterpanbus.com), 800-343-9999

Connecticut Transit, [www.cttransit.com](http://www.cttransit.com), 624-0151

**TAXICABS:**

Metro Taxi	777-7777
Yellow Cab	777-5555
New Haven Taxicab Co.	877-0000
Easy One Taxi	933-3333

**YALE SHUTTLE BUS:** Every weekday, from approximately 7:30 a.m. to 6:00 p.m., two free shuttle buses operate on a designated campus route. Schedules are available at 155 Whitney Avenue. Yale ID required for free transportation. Complete information is available at [www.yale.edu/parkingandtransit](http://www.yale.edu/parkingandtransit)

**YALE NIGHT MINIBUS SERVICE:** The Parking and Transit Services Department operates a minibus service seven nights a week all summer from 6:00 p.m. to 7:30 a.m. To obtain a ride, call 432-6330 (campus phones 2-6330), give the location from which you are calling and where you want to go. **Never walk alone at night.**

NOTE: The MINIBUS will not operate on July 4.

**HOTELS:** Following is a brief listing of some of the hotels nearest to campus. Please note rates are subject to change.

Courtyard Marriott at Yale, \$129/night                      **www.marriott.com**  
30 Whalley Avenue, New Haven    777-6221

La Quinta Inn and Suites , \$94/night    **www.lq.com**  
400 Sargent Drive, New Haven    562-1111

New Haven Hotel, \$119/night    **www.newhavenhotel.com**  
229 George Street, New Haven    498-3100

Omni New Haven Hotel at Yale, \$155/night  
**www.omnihotels.com**  
155 Temple Street, New Haven    974-  
6817

Premiere Hotel and Suites, \$123/night                      **www.newhavensuites.com**  
3 Long Wharf Drive, New Haven    777-5337

Clarion Hotel & Suites, \$105/night    **www.clarionhotel.com**  
2260 Whitney Avenue, Hamden    288-3831

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## PART II

### DISCIPLINARY, ACADEMIC, DORMITORY AND DINING HALL REGULATIONS

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Yale Summer Session is part of an academic community dedicated to the advancement of learning. Its members freely associate themselves with Yale and in doing so affirm their commitment to a philosophy of mutual tolerance and respect. Students admitted to Yale Summer Session should understand the responsibility thus placed upon them. If any member of the community should interfere with its functions or prove unable or unwilling to assist in them, the community may find it necessary to protect itself by suspending or terminating his or her membership. Indeed, by formal vote, the Yale College Faculty has affirmed:

1. Its commitment to protect free expression and peaceful dissent and to preserve mutual respect and charitable relations among all members of the Yale community.
2. Its belief that physical restriction, coercion, or intimidation of any member of that community is contrary to the basic principles of the University.
3. Its expectation that such action will ordinarily result in temporary or permanent separation from the University.

The purpose of the regulations that follow is to spell out some of the actions that place the community in jeopardy and that may therefore result in suspension or expulsion from it. In general, these regulations are concerned with conduct on campus, but students must recognize that Yale exists within a larger community that has its own laws and standards of behavior, and that membership in Yale Summer Session confers no exemption from those laws and standards. Unruly behavior or illegal or destructive acts that adversely affect the community surrounding the Yale campus will not be condoned. Students, whether on-campus or off-campus, are under the jurisdiction of the city, state, and national governments. Off-campus misconduct will not normally be the basis for disciplinary action by the University. When such conduct imperils the integrity and values of the academic community, however, it may also result in disciplinary action. Penalties for

misconduct by summer students may be imposed by the Yale Summer Session Executive Committee. The committee's jurisdiction includes offenses described in these regulations as well as other actions on the part of students that may in the judgment of the committee warrant disciplinary action because they may imperil the integrity and values of the Yale community or the well-being of its members. In some cases the authority to assign penalties is delegated to other University officials such as the Summer Master, the University Librarian, the directors of the Yale computer facilities, and the director of the Division of University Dining Halls, who may summarily impose certain penalties for violations of the dormitory regulations, the library regulations, the computer facility regulations, and the dining services regulations.

## SUMMER SESSION EXECUTIVE COMMITTEE

Any violation of the academic, disciplinary, or dormitory regulations and any dispute concerning penalties imposed for such violations falls within the jurisdiction of the Summer Session Executive Committee. Matters to be brought before the committee should be addressed to William Whobrey, Dean of Summer Session, P.O. Box 208355, New Haven, CT 06520, (203) 432-2430.

The following is a partial list of offenses that are subject to disciplinary action. A more detailed statement of regulations that apply to student conduct may be found in the pamphlet *Undergraduate Regulations* published by the University. Copies are available in the Summer Session Office at 55 Whitney Avenue, Suite 430, in the Summer Master's Office, and at [www.yale.edu/valecollege/publications/uregs/](http://www.yale.edu/valecollege/publications/uregs/).

1. **Cheating.** Cheating on examinations, plagiarism, and improper acknowledgment of sources in essays, and the use of a single essay in more than one course except in academically appropriate circumstances with the prior permission of the instructors. Please see Appendix A for a detailed discussion of academic honesty and standards for acknowledging sources.

2. **Physical restriction, assault, coercion, or intimidation of any member of the community.** Any act of harassment, intimidation, coercion, or assault, or any other act of violence against any member of the community, including harassment on the basis of race, ethnic origin, sex, or sexual orientation, and also including sexual harassment.

3. **Interference with University functions.** Participation in any effort to prevent or disrupt a class or other University function, or to seize or occupy any University building or part thereof, or to violate the right of an audience to listen at a University function.
4. **Riots.** Participation in or attendance at riots or mass disturbances on the city streets or on any area of the campus.
5. **Defiance of authority.** Defiance or belligerence toward or lying to a University police officer, faculty member, or other University official who, in the line of duty, issues an order, or asks for identification or information. Students are expected to carry University identification cards at all times and must identify themselves to University officials upon request. It is understood that University officials or police officers will identify themselves before making such a request.
6. **Misconduct at a formal hearing.** Deliberate and knowing misrepresentation or lying during a formal hearing conducted by University authorities, including official inquiries by University Police.
7. **Weapons and explosives.** The possession or use of explosives, incendiary materials, or weapons on or about the campus is absolutely prohibited.
8. **Drugs.** The unlawful possession, use, or distribution of illicit drugs on University property or as part of any University activity is prohibited.
9. **Theft and willful property damage.** (Includes attempted theft and willful attempts to damage property.)
10. **Improper use of fire alarms or fire extinguishers.** Deliberate and unnecessary activation of fire alarms, or tampering with fire alarm equipment, or deliberate and unnecessary discharge of fire extinguishers.
11. **Unauthorized or fraudulent use of services or facilities** (such as computer services or the Yale Telephone Control System).
12. **Library offenses.** Unauthorized removal, stashing or sequestering, defacing, mutilating, or theft of library materials, or willful and repeated failure to respond to recall notices.

The following penalties are among those that may be imposed by the Summer Session Executive Committee:

1. **Reprimand.** (This is a matter of internal record only).
2. **Probation.** The student is in official jeopardy. The commission of a serious offense while on probation will normally result in suspension or expulsion.
3. **Restriction.** Denial of the use of certain University facilities or of the right to participate in certain activities or privileges.
4. **Rustication.** Separation from University residence and meal privileges and from all extracurricular activities taking place in University residential buildings.
5. **Suspension.** A student suspended from Summer Session receives neither grade nor credit for the course or courses concerned, and there is no refund of tuition. A suspended student is separated from University residence and from all functions of the University for a certain period, to be limited to the summer sessions.
6. **Expulsion.** Permanent separation from Yale Summer Session. A student expelled from Summer Session receives neither grade nor credit for the course or courses concerned, and there is no refund of tuition.
7. **Fines.** Certain violations may be punishable by fines. Specific examples are detailed under dormitory and dining hall regulations below.

# ACADEMIC REGULATIONS

## GRADES & CREDIT

Yale undergraduates receive Yale College credit for courses taken in Yale Summer Session. There is no limit on the number of courses in the Yale Summer Session that a Yale College student may offer toward the requirements for the bachelor's degree, but attending Yale Summer Session does not constitute a term of enrollment in Yale College.

Students enrolled for credit in the undergraduate courses will receive a grade at the end of the session. The grades used are:

A Excellent	C Satisfactory
A-	C-
B+	D+
B Good	D Passing
B-	D-
C+	F Fail

There is no "Credit/D/Fail" option.

Grade reports indicating the course(s) taken and grade(s) received will be mailed to students at their permanent home addresses after the end of the session. Grades will **not** be given over the telephone under any circumstances.

## TRANSCRIPTS & GRADE REPORTS

Grades will be available on line within one month of the end of each session on the Yale University Student Systems Web site. The Summer Session Office will mail final grade reports to students at their permanent home addresses by mid-September upon request only. Grades will not be given over the telephone or by e-mail under any circumstances. Grade reports for any session will not be issued to any student who is financially indebted to the University.

Official transcripts are issued by the Registrar's Office for the Faculty of Arts and Sciences, 246 Church Street, 3rd Floor, P.O. Box 208321, New Haven, CT 06520-8321 upon written request of the student. The fee is \$7.00 for the first copy and \$3.00 for each additional copy ordered at the same time. See [www.yale.edu/sfas/registrar](http://www.yale.edu/sfas/registrar) for complete instructions on ordering transcripts.

No transcripts will be issued to students who are financially indebted to the University.

***Yale College students only:*** Courses completed in Yale Summer Session will be automatically entered on the Yale College transcript unless the student instructs the Registrar of the Faculty of Arts and Sciences in writing to the contrary by Friday, September 26. A Yale College student may elect to have a Summer Programs course not appear on the Yale College transcript by completing a form at the Registrar's Office prior to this deadline. After September 26 a course may be entered on or removed from a Yale College transcript only upon payment of a \$35 per-course processing fee. Once a student requests that a course be entered, it may not be subsequently removed. When a course in Yale Summer Session is entered on a student's Yale College transcript, both the course and the grade are recorded; the course may not be recorded without the grade. If a course in Yale Summer Session is entered on the Yale College transcript, it will be included in the calculations of the student's eligibility for General Honors.

#### **YALE CREDITS AND CREDIT HOURS (for non-Yale students)**

Yale University has a standard conversion of 1 course credit equaling 4 credit hours. Students who wish to transfer Yale Summer Session credit to other colleges and universities are advised to consult with the appropriate academic authorities at their home institutions in advance.

For further detailed information or questions regarding a specific credit hours conversion, contact the Office of the Registrar at 432-2330.

#### **GRADUATE CREDIT**

Graduate credit for Yale College courses taken during the summer is not awarded "automatically," even if this is the standard procedure during the academic year. Graduate students wishing to apply for graduate credit must make advance arrangements in writing with the instructor, the Director of Yale Summer Session, and the dean of the student's graduate or professional school.

#### **STUDENT INFORMATION AND PRIVACY RIGHTS**

In accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), Yale Summer Session will refuse to disclose to any third party whatsoever personally

identifiable information from the education record of a student without the student's prior written consent, except for the following directory information: the name of a student who is or has been in attendance; dates of attendance; the local address and telephone number; the permanent address; name and address of parent, guardian, or other person designated by the student to be notified in case of emergency; the place and date of birth; and the name of the most recent previous educational institution attended.

You may refuse to permit the disclosure of the directory information itemized above without your prior written consent by signing a statement. The form is available at the Office of the Registrar of the Faculty of Arts and Sciences, 246 Church Street, (203) 432-2330.

### **MAXIMUM PROGRAM OF STUDIES**

Taking two courses during any given session constitutes full-time enrollment. Students enrolled in a science course with laboratory during a 5-week session are also considered to be enrolled full-time, as are students in an 8- or 10-week language course.

No pre-college student will be permitted to carry more than two courses (two credits) during any given session. College students wishing to enroll in more than two courses per session must furnish evidence (such as a letter from a dean or other academic adviser) that they are likely to succeed in an unusually heavy program of study. It is preferable to apportion summer courses over two sessions rather than concentrate more than two courses in a single session. Under no circumstances may a student enroll in more than three credits in one session. Students taking a 10-week language course may take no more than one additional credit per session.

### **AUDITING**

Auditing in Summer Programs courses is not permitted.

### **COURSE CHANGES**

The Dean of Summer Session serves as the academic advisor for summer study and will be available at registration to answer questions and assist students in finalizing their course selections. Any subsequent changes must be made by 4:00 p.m. on the Friday of the first week of classes. Any changes made after the start of classes in a given session will incur a \$25 course change fee.

After a session begins, students should consider course changes with care; instructors may refuse admission to students after the start of classes.

## **WITHDRAWAL**

Students may withdraw from a course until the last day of classes. To withdraw from a course, the student must file a written request at the Summer Session Office; non-attendance or non-registration does not constitute withdrawal. If a student remains in a course after the midpoint of the session, the student is considered to have been enrolled in that course, and the mark W (for Withdrew) will appear on the transcript in association with that course. The mark of W is a neutral designation indicating simply that a student has been enrolled in, but has withdrawn from, a course; while the course obviously carries no credit toward the degree, the W implies no evaluation of a student's work and carries no implication whatsoever of failure.

Students adding courses or changing to more expensive courses must pay the additional tuition before they can be officially registered for the course. For example, if a student changed from Political Science S-252 (tuition \$2,500) to Drama S-001 (tuition \$5,000), \$2,500 would have to be paid before the student could be officially registered for the course. Students changing to less expensive courses (for example, from Chinese S-115 with a tuition of \$5,000 to Math S-112 with a tuition of \$2,500) would receive a refund or credit of \$2,500 (assuming the change was made before the start of the session).

## **INVOLUNTARY MEDICAL WITHDRAWAL**

Yale Summer Session reserves the right to require a student to withdraw from Yale Summer Session for medical reasons when, on the recommendation of the Director of University Health Services (or in the case of a student with emotional problems, on recommendation of the Chief of the Division of Mental Hygiene), the Director of Yale Summer Session determines that the student is a danger to self or others because of a serious medical problem, or that the student has refused to co-operate with efforts deemed necessary by University Health Services to determine if the student is such a danger.

## **REFUND POLICY**

### **Tuition**

A full tuition refund will be issued if a student has not officially registered but notifies the Summer Session Office in writing, prior to the start of the session in question, of his/her intention not to attend the session. For all other tuition refunds to be processed, students must complete the appropriate course change or withdrawal form in person in the Summer Session Office, 55 Whitney Avenue, Suite 430. Non-Yale students withdrawing from Summer Session must surrender their ID cards upon withdrawal in order to receive a refund. Yale students will receive a credit on their accounts and must request a refund check in writing, subject to normal Yale procedures.

A) If a student drops a course or withdraws entirely from Yale Summer Session between 8:00 a.m. Monday and 4:00 p.m. Friday of the first week of classes of a given session, 100% of the tuition will be refunded or credited.

B) If a student drops a course or withdraws entirely from Yale Summer Session by 4:00 p.m. Friday of the second week of classes, 50% of the tuition will be refunded or credited.

C) No tuition will be refunded after the second week of classes of a given session.

### **Room and Board**

Once a student is in residence, he or she will be entitled to a partial room and meal refund only by vacating the room before the end of the first two weeks of classes. No refunds will be made after this time. The student will be charged the guest rate for room and meals for each of the days in residence, plus a \$100 administrative fee. Before a refund can be made the student must have his or her room inspected and then return room keys and ID card (if a non-Yale student), to the Housing Manager, Summer Housing Office, 55 Whitney Avenue, Suite 430.

### **ABSENCES AND DEAN'S EXCUSES**

Attendance during the summer is an expectation, not an option. Given the intensive nature of the courses and the limited number of contact days, students must make every effort to attend all classes.

Nonattendance may have consequences, to include a lowering of the course grade, depending on instructor and departmental policy. If you cannot attend a particular class period due to an emergency or serious illness, let the instructor know ahead of time if at all possible. If this is not possible, let the instructor know as soon as is practical. There are no Dean's Excuses during the summer, that is, absences cannot be excused by a dean. Absences can only be excused by the instructor, therefore you should make the situation that required your absence clear to your instructor, who will decide whether or not the absence can be excused. It is the student's responsibility to contact his or her instructor with regard to any and all absences.

### **EXTENSION FOR INCOMPLETE WORK**

A student who, for a legitimate reason, is unable to complete work for a Summer Session course by the end of the program in which he or she is enrolled may receive an extension for completion of the course with the *written* permission of the instructor *and* the Director of Summer Session. This permission must be requested prior to the end of the session in question. The work must be completed and graded within no more than thirty days of the last day of classes, but deadlines less than thirty days may be assigned in individual cases. If a student fails to meet the assigned deadline, the student will receive a grade calculated without the benefit of the missing work.

### **CUT RESTRICTION**

Because of the intensive nature of summer courses, regular classroom attendance is expected of all students. A student who, in the opinion of the instructor and the Director of Summer Session, has been absent from a course to an excessive degree and without excuse may at any time be placed on Cut Restriction in that course or in all courses. A student on Cut Restriction who continues to be absent from a course may be excluded from it without credit.

### **EXCLUSION FROM COURSES**

Students may be excluded from courses at the request of the instructor for such reasons as the following: repeated failure to attend class, disruptive acts, or failure to complete written assignments when due or after a reasonable delay. Exclusion from a course may be discussed with the instructor and the director of the program concerned. The student excluded from a course receives neither grade nor credit and is not qualified for any refund except as under the ordinary tuition refund policy.

## **VIOLATION OF LIBRARY REGULATIONS**

Students in Summer Session must abide by the regulations of the University Libraries regarding the use and borrowing of books. They will be billed for books lost or damaged and their transcript for Summer Session work will not be issued until their account with the library has been settled.

## **FIELD TRIPS**

From time to time, the Summer Session Office will sponsor curricular and extracurricular field trips. Transportation for these field trips is arranged either in Yale University vehicles or licensed public conveyance, and students are accompanied by a representative of the program or course. Students participating in these field trips are expected to conduct themselves in accordance with Yale Summer Session and Yale University regulations.

## **DORMITORY REGULATIONS**

### **RESIDENCE**

As a condition of residence in University housing, students are required to comply with the dormitory regulations. Within the precincts of University housing, the dormitory regulations are binding on all students, whether they are residents, off-campus students, or visitors. Only students enrolled in the Summer Session at Yale may occupy student quarters in a Residential College. All pre-college students are required to live on campus, except those who are living at home with their families in New Haven or its suburbs. A student must live in the room to which he or she has been assigned. Room changes must be approved by the Summer Master and arranged through the Summer Housing Office. No changes will be considered until the Wednesday after registration.

### **CONDUCT IN THE DORMITORIES**

Whatever other functions a Residential College or dormitory may serve, its essential and minimal role is that of allowing students to study and sleep in reasonable comfort. Each student must recognize

the obligation to respect the rights of others by complying with the dormitory regulations. Violations of the dormitory regulations are subject to disciplinary action. The Summer Master or the Summer Session Executive Committee may in some cases require students who persistently or seriously disregard the dormitory regulations to live off campus for the duration of the Summer Session or to be sent home. The Summer Master or the Executive Committee may deny such students access to any or all of the facilities of University housing. When a student is obliged to vacate University housing for violation of the dormitory regulations, no rebate of room rent will be made for the time that the student's privilege of residence is suspended. The regulations below apply wherever summer students are housed on campus.

1. **Privacy.** It is essential that an individual student's right to privacy within his or her own living quarters be respected by his or her fellow students. Persistent disagreements should be discussed with the Summer Master or his or her designee.

2. **Noise.** Excessive noise is a particularly serious offense against other members of the community. Students must use amplifiers, audio equipment, musical instruments, radios, and other such devices with consideration for other residents. Playing a loudspeaker out a window is forbidden. Voices must also be used in consideration of the need of others for reasonable privacy and quiet. *The hours between 11:00 p.m. and 8:00 a.m. on weekdays and between 1:00 a.m. and 8:00 a.m. on weekends are designated quiet hours.* If after reasonable warning a student persists in using a sound instrument loudly, the Summer Master or his or her designee has the authority to confiscate it and return it to the student at the conclusion of the Summer Session, having it stored at the student's expense.

3. **Throwing Objects.** Objects such as water bombs, bottles, cans, or any others that could hurt or inconvenience anyone must not be thrown or dropped out of windows.

4. **Fireworks.** Fireworks are illegal in the State of Connecticut. The University prohibits their use on campus. Anyone found with fireworks will be prosecuted to the fullest extent of the law.

5. **Smoking.** State and federal law restricts smoking in public places to areas that have been specially designated for smokers. Smoking is not allowed in any college public areas, including libraries, common rooms, dining halls, computer rooms, game rooms, TV rooms, or bathrooms unless those spaces have been specifically designated and

posted as smoking areas. Smoking is also not permitted in dorm rooms. In designated smoking areas, receptacles will be provided for the disposal of smoking materials. Never use trash cans or the floors for ashtrays. In all cases, burn damage to furniture, rugs, curtains, and upholstery from smoking materials is unacceptable. Individuals responsible for such damage will be assessed the costs of replacement or repair and may be subject to disciplinary action.

6. **Pets.** Students are not permitted to keep pets on campus. The Custodial Service Supervisor along with University Police has the authority to remove and to send to the pound any animal found in the dormitories.

7. **Fire Extinguishers.** The need to have fire extinguishers ready to use in a closely populated place such as a dormitory is self-evident. Students are therefore forbidden to remove fire extinguishers from their proper stations or to discharge them for any other purpose than to put out a fire. Students involved in the unnecessary discharge of a fire extinguisher will be fined \$100 per person for each fire extinguisher discharged and may be subject to further disciplinary action.

8. **Fire Alarms, Smoke Detectors and Sprinkler Systems.** Deliberately setting off a fire alarm when there is no fire is against the law in Connecticut. A student who sets off a fire alarm without cause will be fined at least \$100 and may be subject to further disciplinary action.

Each summer, the Office of the University Fire Marshal inspects smoke detectors to check for proper functioning and to replace batteries. To test for a malfunctioning detector, students should, on a weekly basis, press the test button on the front cover and listen for a beep. If there is no beep, students should immediately report the malfunction to the fire marshal's office (432-9923) for repair or replacement. If it is found that a smoke detector has been damaged, removed or deliberately made inoperative, occupants of the room or suite will be fined \$100 each.

Tampering with sprinkler heads, valves, or equipment is prohibited. Sprinkler heads and piping must not be used as a method for drying or hanging clothes, or tampered with any way that would cause their discharge or failure. Students causing unnecessary discharge of a sprinkler system will be fined \$100 per person, charged for the replacement of each sprinkler head, and assessed any cleanup costs incurred by the Department of Custodial Services. Students will also

be held responsible for resulting water damage to other rooms and property.

9. **Guests.** Students may not have guests for extended periods, and students who wish to have overnight guests must first receive approval from the Summer Master.

10. **Alcohol.** No alcoholic beverages of any kind are permitted in any area of the Residential Colleges, including the dormitory rooms, the courtyards, and the dining halls. Alcoholic beverages may not be sold, served, or consumed at university social functions. Students found in possession of alcoholic beverages within the residential colleges will be rusticated immediately and may be subject to further disciplinary action by the Summer Session Executive Committee.

11. **Pre-college students.** Pre-college students are required to be in their residential college during evening hours (between 11:00 p.m. and 6:00 a.m. on weekdays and between 1:00 a.m. and 6:00 a.m. on weekends) unless they are attending a social function or course-related function organized and supervised by Summer Session staff. In cases where legitimate need arises for a variance to the evening hours residential requirement, students must obtain permission from their counselors in advance. Pre-college students may not leave campus for extended periods during the day or overnight except to attend a social or course-related function organized and supervised by the Summer Session Office. Pre-college students who wish to leave campus for extended periods or overnight for other reasons must first obtain the permission of the Summer Master, who must receive written permission *in advance* from the student's parent or guardian for the student to be off-campus overnight.

## **ALCOHOLIC BEVERAGES**

Connecticut statutes explicitly forbid the sale of alcoholic beverages unless the seller holds a State liquor license. Yale University does not hold such a license for social functions on campus. In order that there be no misunderstanding, the Summer Session Office has issued the following regulations concerning the serving and consumption of alcoholic beverages. Anyone who disregards these regulations risks legal prosecution by the State of Connecticut, expulsion from the residential college by the Summer Master, and disciplinary action by the Summer Session Executive Committee:

1. The legal drinking age in Connecticut is 21. The law provides that anyone who delivers or gives an alcoholic beverage to a person under

the legal drinking age is in violation of the law and subject to the imposition of penalties as designated by statute. It is similarly a violation of the law for a person under the legal drinking age to misrepresent his or her age, through the use of a fraudulent identification card or otherwise, in order to be served alcohol illegally. Yale Summer Session expects all students and personnel to comply with the law.

2. No alcoholic beverages are to be sold, served, possessed, or consumed in any area of the residential colleges or Old Campus.

3. Alcoholic beverages are not to be sold, served or consumed at university social functions. (For purposes of these regulations, any social function sponsored by the Summer Session Office or any function on campus at which fifteen or more people are in attendance shall be considered an organized social function.)

### **KEYS AND ACCESS CARDS**

Key(s) and access cards are issued to resident students by the Summer Housing staff at check-in. In no case will a key for a particular room be issued to anyone other than the student assigned to that room, and that student bears sole responsibility for the return of each key entrusted to him or her. All keys and access cards issued to a student must be returned to the Summer Housing Office when the student relinquishes his or her campus quarters. See below for fines charged for failure to return a key or access card.

Non-resident students will not be provided with keys or access cards to any residential facilities, unless the student has purchased a dining hall summer meal contract. Yale students living in the Summer Session colleges will have residential access only to those colleges.

### **DORMITORY FURNISHINGS**

The University supplies the following items:

- ✓ Bed
- ✓ Mattress
- ✓ Blanket
- ✓ Pillow
- ✓ Bureau
- ✓ Desk
- ✓ Chair

- ✓ Small desk lamp
- ✓ Wastebasket

In addition students may find furniture belonging to previous and returning occupants, which must not be removed or damaged.

Students must supply the following items:

- ✓ Sheets (must be twin, extra-long; sheets may also be purchased at the Yale Bookstore, 77 Broadway)
- ✓ Towels
- ✓ Extra lamp
- ✓ Fan (if desired; Yale dorm rooms are not centrally air-conditioned and portable air conditioners are not permitted)
- ✓ Telephone (or purchase one on arrival)
- ✓ Computer and printer (if desired; computers and printers are available in several campus locations)

## **ENTRY AND INSPECTION OF ROOMS**

The University reserves the right to enter and inspect any student room.

## **CARE OF ROOMS**

Students are responsible for the care of their rooms and are expected as a condition of occupancy to keep them clean and orderly. *Any problems or needed repairs should be reported to the Summer Housing Office.* At the end of Summer Session, students must leave their rooms in a clean and orderly condition. Failure to depart from campus properly will result in the loss of the balance of any housing fees due the student.

## **PROHIBITED OR RESTRICTED ARTICLES**

The following items are prohibited:

1. **Electrical Equipment.** Cooking appliances such as hot plates, microwave ovens, toasters, broilers, griddles, coffee pots, and the like are not permitted in student rooms and may be confiscated and stored at the owner's expense. Halogen lights and lamps of any variety present a fire hazard and are also prohibited.
2. **Firearms, Ammunition, or Air Rifles.** These are absolutely prohibited.

3. **Combustible Materials.** The use of kerosene lamps, candles, or any open flame is prohibited. No fabrics, coverings, fish-net, or the like are permitted on the ceiling. Flammable fluids and gases, such as kerosene, gasoline, propane, and the like are forbidden. A \$100 fine will be assessed to each occupant of the room where any violation of these regulations occurs.

4. **Fireplaces.** Fireplaces are not to be used. Students using fireplaces will be fined \$100.

5. **Water Beds.** Water beds are prohibited.

6. **Vehicles in Entryways.** No vehicles, bicycles, or motorcycles may be stored, chained, or repaired in the entryways, hallways, or corridors of any dormitory. Vehicles left in entryways may be removed without notice and stored at the owner's expense. A fine of \$100 will be assessed to the owner of any such object.

7. **Objects Obstructing Fire Exits.** No object of any sort may be placed in any position where it might obstruct immediate access to a fire door or a fire exit. This includes tripping hazards such as scatter rugs or telephone cords. A fine of \$100 will be assessed to the owner of any such object.

#### **MAINTENANCE OF DORMITORY ROOMS & CAMPUS AREAS**

1. Upon taking possession of a room, students finding any damage to the room or the University furniture are advised to report the damage in writing to the Summer Housing Office within three days so that they may be released from financial responsibility for repairs.

Attaching any object to the walls or woodwork of a dormitory room or to any part of a University building by means of nails, screws, pins, tacks, paste, or any potentially damaging adhesive material is prohibited. No wires or other objects such as TV antennae may be hung or placed on the outside of University buildings. Even when absent from their rooms, students are held responsible for disorder or damage occurring there.

2. **Trash.** Students should place trash from their rooms in the collection barrel on the first floor of their entry. This is the only place where trash may be left.

3. **Use of Courtyards.** Activities or games that may harm lawns are not allowed on any of the University campuses and courtyards.

4. **Fire Doors and College Gates.** Fire doors and College gates should *never* be propped open. Doing so in the case of a fire door increases fire hazard and endangers security. Except in cases of emergency, fire doors must not be used to gain entrance to other residents' quarters or to restricted areas. Occupants will be fined \$100 for blocked or propped fire doors and exits.

5. **Recyclables.** Students are required by city and state laws to recycle all newspapers, white office paper, corrugated cardboard, as well as glass and metal food and beverage containers. All recyclables must be segregated from other trash and rubbish and brought to the designated recycling sites in the college. Recyclables should never be left in hallways, entryways, landings, or stairwells, nor be allowed to accumulate in rooms or suites where they may pose a potential fire hazard or an impediment to egress. Students leaving their recyclables in any of these areas will be subject to a fine of \$50 and charged for the removal.

## **GENERAL SECURITY**

While the safety of members of the community and the protection of University and personal property are a common concern of all members of the Yale community, each student is responsible for his or her own safety. The University particularly requests the cooperation of students in maintaining the security of the dormitories. Students should keep their room doors locked and their windows secured, and they are responsible for keeping the gates to the Residential College locked. They should report to the University Police (111) any activity or the presence of any person that they think might constitute a threat to security. The University Police should be notified immediately in the event of a theft or of any other crime.

## **LOSS OF PROPERTY**

The University assumes no legal responsibility for the safety of personal property of students on its premises or within its buildings. Students desiring property insurance for their personal effects may purchase it from a commercial insurance carrier.

Lost and found items should be treated in the following ways:

1. **Items of value.** All lost or found items of value, including wallets and cash, should be reported immediately to the University Police at 432-4400.

2. **Personal items.** Personal items lost or found in the Department of Athletics facilities should be reported to 432-1420; in Sterling Memorial Library and Cross Campus Library, 432-1830. In all other areas, contact the Lost and Found Department at the University Police headquarters, 432-4505 (weekdays between 9 a.m. and 5 p.m.) or 432-4400 (all other times).

### **CHECK-IN AND CHECK-OUT**

Students will be required to uphold the Academic, Dormitory, and Dining Services regulations of Yale Summer Session as outlined in this handbook. Students must be present on campus to receive dormitory keys and access cards.

Before the conclusion of Summer Session students will be provided with complete information about the check-out policy. Fees for unreturned keys, lost or damaged rental equipment, or damage to University housing will be charged to the student's bill.

### **ASSESSMENT OF FINES**

All fines assessed against residents as outlined in the following paragraphs must be paid to the Summer Housing Office. Failure to pay any fines will result in the withholding of the Summer Session certificate.

**LOST KEYS OR ACCESS CARDS.** If a key or access card is lost during the Summer Session in which the student is enrolled, a replacement will be supplied to the student to whom the key was originally issued at a charge of \$25.00.

**DAMAGE OR LOSS OF UNIVERSITY PROPERTY.** Students responsible for damage to their rooms or to other University property or loss of furniture or other University property will be billed for cost of repair or replacement. All repairs will be made by University workers only. If the student responsible for damage or loss of an item in a suite cannot be identified, the cost of repair or of replacement will be divided among all occupants of the suite.

CLEANING CHARGES. If any room or suite is left in such condition that it must be cleaned by University workers, the minimum charge for such cleaning is \$25.00 per resident of the room or suite.

## DINING HALL REGULATIONS

Yale Dining Services meal cards and the privileges they carry are not transferable and may not be given or sold to another person. If meals are improperly taken, either in a dining hall in which contract meals are primarily served or in a University dining hall that primarily sells food for cash, the Director of University Dining Services or his designee has the authority summarily to impose fines and charges on the offending person or persons.

1. A student who gives, lends, or sells the use of an ID card to a non-Yale person will be fined \$50 and required to pay at the current guest rate for the meal or meals taken.

2. A student who gives, lends, or sells the use of his or her ID card to another Yale student for the purposes of obtaining meals in the dining hall will be fined \$50. The other student will also be fined \$50 and will be required to pay at the current guest rate for the meal or meals taken.

3. A non-resident student without a dining services contract who has not paid for a meal, but who takes food available for self-service or who eats from another person's tray will be fined \$50 and required to pay for the meal at the current guest rate.

4. If a student brings a guest to a dining hall with no payment being made for a meal for the guest, and the guest takes food available for self-service or eats from another person's tray, the student who is the host will be fined \$50.00 and will be required to pay for the meal at the current guest rate.

5. A student who obtains a duplicate ID card when in fact he or she still possesses his original card and who allows another person to use either card for the purposes of obtaining meals will be fined \$100. The other student who receives and uses one of the cards will also be fined \$100 and required to pay for all meals covered by the duplicate card, at current guest rates, from the day the duplicate card was issued until the day it was confiscated. A student who uses a lost ID card belonging to another person will be fined \$100 and will be required to pay for all meals at current guest rates, covered by the card from the day that a duplicate card was issued until the day the lost card was confiscated.

6. A student who steals an ID card will be fined \$100 and will be required to pay for all meals, at current guest rates, covered by the

card. In addition, the Director of the University Dining Services or his designee will refer the matter to the Summer Session Executive Committee with a request for further disciplinary action.

Fines and charges will be billed to the student's account with the Student Financial Services Office. When the Director of University Dining Services or his designee imposes a fine on a student, he will so notify the student in writing, describing the evidentiary basis for his decision. He will also send a copy of this notice to the Summer Session Executive Committee, and will, at his discretion, with regard to offenses described above, request that further disciplinary action be taken by the Summer Session Executive Committee.

### **NON-RESIDENT STUDENTS**

Students living off-campus are welcome to purchase a meal contract. They also may eat individual meals in the college dining halls, purchasing on a per meal basis. The dining halls serve meals in all-you-can-eat style. Therefore, payment for a full meal upon entry is required. Off-campus students who come to the dining hall must therefore pay for the meal being served or refrain from eating.

### **GUESTS**

Students are welcome to have guests in the dining halls. Payment at a guest rate must be made in cash. For reasons given above, payment for a full meal is required, and it is not possible to pay by the item. Hosts may not share food from their own trays with nonpaying guests.

### **REMOVAL OF FOOD**

Meal contracts and guest payments entitle a diner to the food being served at a meal for consumption at that time. Food may not be taken from the dining hall to be eaten later. Only the following items are permitted to be eaten "on-the-go:" a single beverage in a refillable mug no larger than 24 ounces; a sandwich, burger, or pizza slice; a cookie or brownie; an ice cream cone, or a single piece of fruit.

### **MODIFIED DIETS/FOOD ALLERGIES**

Students needing modified diets or students with food allergies must submit a physician's written documentation to, and make an appointment with, the manager of his or her residential college dining

hall. Arrangements will be made to comply with the diet as necessary. There is no extra charge for this service.

### **CHINA, SILVERWARE, AND GLASSWARE**

Diners must bus their own trays, dishes, etc. to the designated area. China, flatware, and plastic glasses may not be taken from the dining hall. Dining services reserve the right to inspect any packages, coats, bags, knapsacks, purses, etc. brought into and out of a dining area. We are not responsible for personal belongings brought into the dining spaces and left unattended.

### **USE OF THE DINING HALLS AFTER MEALS**

Students or groups wishing to use a dining hall after meals for such events as dances or plays must first secure permission of the Summer Master, and then make their plans known to the Dining Hall Manager.

### **CONDUCT IN THE DINING HALLS**

The dining halls are important social centers at Yale and the focus of much of the social life of the Residential College. So that there may be places where everyone can eat and talk in comfort, certain activities must be prohibited or regulated.

1. **Annoyances.** Loudness and offensive boisterousness are inconsiderate invasions of the rights of others and are not allowed. Food-throwing is absolutely forbidden.
2. **Soliciting.** Table-to-table solicitations are prohibited. Students wishing to solicit for any purpose may consult the dining services manager; at most times in most of the residential colleges, tables and chairs can be provided for such students near the entrance to the dining hall. Note that permission of the Summer Master is required for a solicitation in a residential college. Public announcements, except with the approval of the dining services manager and a Residential Counselor, are not allowed during meals.
3. **Photographing.** In general, photographing during meals is not allowed, because it interferes with the privacy of others. A written request for permission for an exception to this rule must be made to the dining services manager and the Summer Master. Permission is not needed to photograph the dining halls when meals are not being served.

4. **Table-Tents and Other Notices.** These may be placed on tables with the permission of the dining services manager, who has the right, however, not to allow table-tents or other notices that in his or her judgment are inappropriate for display in the dining hall.

5. **Penalties.** The dining services manager will refer violations of the Dining Hall Regulations for disciplinary action to the Summer Session Executive Committee. They have the right to forbid a student who violates the regulations to enter the dining hall, either permanently or for a specified period of time.

## UNIVERSITY STATEMENT ON SEXUAL HARASSMENT

Sexual harassment is antithetical to academic values and to a work environment free from the fact or appearance of coercion. It is a violation of University policy and may result in serious disciplinary action. Sexual harassment consists of nonconsensual sexual advances, request for sexual favors, or other verbal or physical conduct of a sexual nature on or off campus, when: (1) submission to such conduct is made either explicitly or implicitly a condition of an individual's employment or academic standing; or (2) submission to or rejection of such conduct is used as the basis for employment decisions or for academic evaluation, grades, or advancement; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating or hostile academic or work environment. Sexual harassment may be found in a single episode, as well as in persistent behavior. Conduct that occurs in the process of application for admission to a program or selection for employment is covered by this policy, as well as conduct directed toward University students, faculty or staff members. Sexual harassment is an affront to human dignity and fundamentally at odds with the values of Yale University. Because the University is committed to maintaining a community for study and work that is free from sexual harassment, the University will not tolerate any member of that community sexually harassing another. Please familiarize yourself with the campus resources listed below available to students, faculty and staff in preventing and dealing with sexual harassment.

### **Campus Resources for Dealing with Sexual Harassment**

The following administrators and faculty are available to respond to general concerns or questions or to address specific complaints of sexual harassment.

Office for Equal Opportunity Programs  
Valarie J. Stanley, Director  
William L. Harkness Hall Rooms 104  
Tel: 432-0849; Fax: 432-7884  
Email: valarie.stanley@yale.edu

Office of the Provost  
1 Hillhouse Avenue  
Tel: 432-4444

Department of Human Resources  
Donna Cable, Director of Client Support  
265 Church Street, Suite 902  
Tel: 436-8857; Fax: 436-9165  
Email: donna.cable@yale.edu

Office for Women in Medicine  
Merle Waxman, Director  
Sterling Hall of Medicine Room L-202  
Tel: 785-4680; Fax: 737-1624  
Email: merle.waxman@yale.edu

### **Grievance boards**

School of Medicine Grievance Board on Sexual Harassment  
Merle Waxman  
Sterling Hall of Medicine Room L-202  
Tel: 785-4680; Fax: 737-1624  
Email: merle.waxman@yale.edu

Yale College Grievance Board for Student Complaints of Sexual Harassment  
Yale College Dean's Office 110 SSS  
Tel:432-2900; Fax:432-7369  
Email:betty.trachtenberg@yale.edu

Divinity School Sexual Harassment Committee  
Jann C. Weaver  
409 Prospect Street  
Tel: 432-5308; Fax:432-5356  
Email:jann.weaver@yale.edu

Graduate School Grievance Board for Complaints of Sexual Harassment  
Pamela Schirmeister  
320 York Street  
Tel:432-7598; Fax:432-7765  
Email:pamela.schirmeister@yale.edu

#### **YALE UNIVERSITY'S EQUAL OPPORTUNITY STATEMENT**

The University is committed to basing judgments concerning the admission, education, and employment of individuals upon their qualifications and abilities and affirmatively seeks to attract to its faculty, staff, and student body qualified persons of diverse backgrounds. In accordance with this policy and as delineated by federal and Connecticut law, Yale does not discriminate in admissions, educational programs, or employment against any individual on account of that individual's sex, race, color, religion, age, disability, status as a special disabled veteran, veteran of the Vietnam era or other covered veteran, or national or ethnic origin; nor does Yale discriminate on the basis of sexual orientation.

University policy is committed to affirmative action under law in employment of women, minority group members, individuals with disabilities, special disabled veterans, veterans of the Vietnam era, and other covered veterans.

Inquiries concerning these policies may be referred to Valerie Stanley, Director of the Office for Equal Opportunity Programs, 104 William L. Harkness Hall, 432-0849.

## **APPENDIX A**

### **Cheating, Plagiarism, and Documentation in Yale Summer Session Courses**

The Yale College Executive Committee has approved the following memorandum to Yale College students as an explanatory supplement to chapter I, section A, of the Undergraduate Regulations. These regulations, as modified below, apply to Yale Summer Session (YSS). The Yale Summer Session Executive Committee has jurisdiction over cases of alleged cheating and plagiarism in YSS summer courses.

Academic dishonesty is a serious offense against the academic community; at Yale, as at most other universities, such dishonesty ordinarily results in suspension, i.e., required temporary withdrawal. The YSS Executive Committee can assess penalties to include temporary or permanent suspension from YSS and its courses, with the possible loss of course credit. It can also assign lesser penalties, such as a letter of reprimand. Grades in courses from which the student is not removed are the prerogative of individual instructors. A finding of academic dishonesty in a course, however, usually has resulted in a student's failure to pass the course, or in the assignment of a lower grade.

For all the above reasons, it is important for every student to understand the standards of academic honesty assumed in a university and the consequent need to avoid dishonesty by acknowledging intellectual indebtedness. The provisions in the Undergraduate Regulations against cheating must be understood to include all forms of misrepresentation in academic work, including:

1. The submission of the same paper in more than one course without the explicit authorization of the appropriate instructors;
2. Cheating on tests, examinations, problem sets, or any other exercise;
3. Any form of plagiarism, especially failure in an essay to acknowledge ideas or language taken from others, and the submission of work prepared by another person;
4. Submission of a scientific research report that misrepresents in any way the work actually done;
5. The sale or distribution of a paper, report, or any other material with the intent or understanding that another person may submit the work as his or her own.

#### **A. Multiple submission**

You may not submit the same paper, or substantially the same paper, in more than one course. This applies whether or not the courses are being simultaneously taken. You may not submit in a course you are presently taking

a paper you wrote last term or last year, nor may you submit a single paper for two courses you are taking in the same term. In the latter case, if you think you have sound intellectual reasons for combining your work in two related courses, you must obtain the written permission of both instructors before doing so. Similarly, to revise and extend a paper from an earlier course may well be academically appropriate; but before doing so you must seek explicit permission from your present instructor, who obviously cannot grant it without inspecting and approving your plans for adequate further work.

## **B. Cheating on examinations**

One form of cheating is either to copy answers from other students, or to refer without explicit prior authorization to notes, books, laptop computers, or other programmable electronic devices. In addition, the use of cellular phones to discuss or obtain answers from another student, whether present in the classroom or not, is prohibited. Though cheating of this kind may escape direct observation at the time, it can be detected by coincidences of language or argumentation, either with textbooks or with another student's examination, that emerge in the course of grading. Verbatim memorization of long stretches of text is a highly implausible excuse for such coincidences, and would be improper in any case, since you are expected in an examination to put ideas in your own words in order to show that you understand them.

Another form of cheating is to change one's answers on a returned examination and then request regrading. Students who submit examinations for regrading are warned that instructors in whose courses tests are permitted to be returned for a possible revision of a grade have usually taken steps to prevent changes from going undetected. It is your responsibility to make sure that you submit the examination exactly as it was; any alteration is culpable. The assertion that changes are merely "notes to yourself" will not be believed.

For take-home examinations, and for examinations for which the questions are distributed in advance, instructors should make the rules clear, and students should obey them to the letter. If you are in any doubt as to the meaning of the instructions governing such exercises, you should seek explicit clarification from your instructor. The ordinary expectation is that you will prepare your answers by yourself; collaboration with others is acceptable only to the degree precisely and specifically described by the instructor. In any case, the answer you finally submit must represent your own understanding of the issues. If you think that it has been significantly influenced by consulting books or other people, you should say so, just as you would in a paper.

Problem sets in economics and mathematics, language-laboratory exercises and other kinds of homework exercises, when submitted for a grade, though they may be discussed with others or worked on in common, must never be simply copied. Nor may someone else sign in for you at the language laboratory. The apparent slightness of an exercise is irrelevant: cheating is still cheating, on a quiz or homework as well as on a midterm test or on a final examination. Nor should you feel freer to cheat or plagiarize because a course is peripheral to your chief interests. Cheating is also still equally cheating, plagiarism still

equally plagiarism, for example, in a course you are taking on the Credit/D/Fail option in order to fulfill a distributional requirement. Any dishonesty in any student's work is a serious invasion of the academic standards of a university.

### **C. Plagiarism**

Plagiarism is the use of someone else's work, words, or ideas as if they were your own. Thus most forms of cheating on examinations are plagiarism; but in ordinary academic parlance the word applies to papers rather than to examinations. Whereas all students know pretty well what they may or may not do on examinations, many are less sure concerning papers, and so it is conceivable that an honest student might plagiarize out of mere ignorance. It is therefore up to you to learn the standard practices of documentation. Above all you should realize that failure to acknowledge specific indebtedness to others is not simply a writing error but a form of theft - possibly unpremeditated, but not probably, and culpable in any case, since it is your responsibility to know and to indicate what is yours and what is not yours. The absence of a clear intent to deceive may mitigate an offense, but is certainly not likely to absolve it altogether.

Some further points:

1. It is especially important to avoid taking papers from the internet and reworking these into some approximation of your own ideas. Often, files on a hard drive are confused and papers are handed in that are not the student's own work. Be careful when downloading files and papers as part of your research as well. Always acknowledge your sources, to include those from the internet or other electronic sources.
2. Take clear notes in which you keep your own thoughts distinct from those you derive from your reading, so that you do not inadvertently submit the words or ideas of others as your own
3. Remember that you should acknowledge unpublished as well as published sources. This includes the work of other students and ideas that you may have derived from lectures and conversations, and anything found on the internet.
4. Do not suppose that because your instructor is an expert in the field, he or she needs little or no documentation in your work. An essay must stand on its own and not as a form of conversation with the instructor. In preparing a paper, it will help you to assume a larger audience than your instructor; imagine everyone in your class, for example, reading your paper; this will give you a surer sense of what to document and what to take as common knowledge.
5. Mark and identify all quotations; give the source of translations; regularly acknowledge specific ideas; and give the source of facts not commonly known. If you are in doubt as to what may be "commonly known," that is a signal that you should document it, even at the risk of appearing overcautious or simplistic.

Submission of an entire paper prepared by someone else is an especially egregious form of plagiarism, and is grounds for the imposition of a particularly serious penalty.

#### **D. Science courses**

Many laboratory reports are constructed on some form of exercise in which observations are made and the results of these observations tabulated or processed in some manner. There are two violations of originality which can occur with this form of assignment:

1. Falsification of Data. The practice known as "dry-labbing," constructing observations out of one's head or borrowing the observations of others as if they were one's own genuine data, is an offense of such gravity that it results in total excommunication from the community of scientists. In undergraduate work the comparable sanction is suspension.

2. Cooperation in Treatment of Data. Often a class is given a common set of data with an assignment to analyze the data and report the results. Sometimes when extensive routine analyses must be made, it is tempting for students to organize so that the total work load is divided among several students. The ordinary assumption must be that this type of cooperation, however sensible it may seem, is strictly illegal unless explicitly permitted by the instructor. The best policy is to ask at the time the assignment is made.

Submission of material, such as a chemical product, not actually obtained from an experiment performed by you is a flagrant act of cheating. Purchasing the product in the marketplace, "borrowing some product" from a classmate, or obtaining a sample surreptitiously from another laboratory all constitute serious offenses. In the preparation of products by synthesis, using "excess starting materials" to promote a better yield of products is also cheating.

There is ordinarily no prohibition against discussing your laboratory results with other students, and even revising your work accordingly, provided that you do the work of revising. The same is true for homework problem sets. Work of this kind, though in part it is a performance for a grade, is primarily meant to help you learn; and discussion of common work among students is a major form of learning. If you are in doubt, ask your instructor, or your conscience. Another reasonable course is to include a statement mentioning those with whom you discussed your work or whose laboratory results you consulted.

#### **E. Forms of citation**

In many papers, most references can be made parenthetically in the text. This is not only common sense but standard practice. You should not equate honesty and thoroughness with pedantry or with a long string of footnotes that merely say "ibid." with a page number. The fullest guide to the standard practice of American publishers in all fields is The Chicago Manual of Style. A briefer manual, adequate for most student purposes, is the MLA Handbook for Writers

of Research Papers, available in local bookstores and in the library. Recently, many journals in the humanities have adopted a form of documentation long popular in the social and natural sciences, which dispenses with footnotes in favor of brief references by author and date (Jones, 1986) to an appended bibliography. The MLA Handbook describes this form in addition to more traditional forms used in publications in the humanities. When assigning reports or essays, instructors often designate some particular form of documentation; if not, adopt whatever standard form suits your paper best. Be consistent and sensible, and remember that deciding when to make a citation is vastly more important than deciding what particular form to use.

#### **F. A last note**

Finally, it should be reiterated that the prohibition of cheating and plagiarism is not meant to restrict either free discussion and exchange of ideas among students or studying the work of other scholars. Such activities are the very essence of education. Nor are the rules of citation meant to engender a dependent mentality. You are at Yale to study the work of others in order to learn to think for yourself. If you follow that principle you will never cheat or plagiarize.

## **APPENDIX B**

### **Yale University Report on Campus Security in 2006**

Yale University provides state-of-the-art police and security services to the campus. Our police officers have the same standing and powers as officers of the New Haven Police Department, and Yale officers patrol the campus on foot, by motorcycles, on mountain bikes, and in cars equipped with computers and radio communications systems. Yale Police have complete authority to apprehend and arrest anyone involved in illegal acts on campus and throughout the City of New Haven. If minor offenses involving University rules and regulations are committed by a Yale student, the police may also refer the individual to the Yale College Dean's Office or other academic officials. Yale Police personnel work closely with local, state, and federal police agencies. New Haven Police notify Yale Police if a member of the Yale Community is the victim of a crime within their jurisdiction.

A separate Department of University Security Programs oversees a staff of security officers and is responsible for all aspects of building security and campus-wide alarm monitoring. Our network of over 250 blue phones provides immediate access to police, fire, and medical services in emergencies. Over \$2 million has been invested in outdoor lighting improvements, and we provide an additional \$250,000 each year in capital funds for security enhancements. Access to residence halls is controlled by an electronic access system, and exterior ground-level dorm rooms are equipped with security screens.

Many services are available on campus to contribute to safety and convenience, including a daytime shuttle service, a nighttime minibus, and a special services van. For those wishing to walk, a security escort service is on call 24 hours a day. Replacement ID cards and a lock-out service are provided around the clock. A bicycle registration program and property identification services are available, as are two nationally-monitored computer registries. We seek to educate the campus to these services by offering security awareness presentations to students, faculty, and staff. We also provide detailed information on campus crime through regular reports in the Bulletin and Calendar, a campus-wide newspaper published weekly during the academic year, through specialized e-mail networks, through the University Security Committee, and through brochures and presentations.

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Yale Police in a timely manner. To report a crime or an emergency, call the Police at 203-432-4400, dial 911 on any campus phone, or press the red button on a blue phone.

Safety on our campus depends on a partnership among police and security professionals, our students, faculty, and staff. We are pleased to provide this summary, consistent with guidelines and requirements from the U.S. Department of Education, of campus safety activities and statistics for the past calendar year. We welcome your comments, questions, and suggestions concerning campus safety, which may be directed to the Office of the

Secretary, which is responsible for overseeing police and security services on campus.

### **Policies and Procedures**

In addition to a full array of police and security services, the University has policies and procedures that are intended to help promote safety on campus. Consistent with federal requirements, these are included here for general information. Assistance with interpretation or information regarding a specific policy application is available from staff in the offices indicated below.

*Policy regarding access through electronically controlled entries (Contact: Office of the Secretary, 203 432-2675, or University Security Programs, 203 785-6100)*

Entryway doors to freshmen residences, residential college gates and some entryways, and some other academic and office spaces are controlled by electronic access. Only University personnel and their guests are allowed inside University buildings; signs to that effect are prominently posted throughout the campus. Access to electronically controlled residential spaces is governed by a detailed policy that is administered by the University Security Programs department, in consultation with the Council of Masters.

*Policy regarding illicit drugs and alcohol (Contact: Office of the Secretary, 203 432-2675, or University Police Department, 203 432-4407)*

The unlawful possession, use or distribution of illicit drugs and alcohol by students or employees on University-owned property or as part of a University activity is prohibited. The University has in place a drug and alcohol abuse prevention program; information about the program is distributed to all students and employees each year.

The University also has a drug-free workplace policy that includes an awareness program to inform employees of the dangers of substance abuse and the availability of counseling and other assistance. Information about drug and alcohol use on campus is contained in the *Undergraduate Regulations*, the University's personnel manuals, and various other department-level publications. The University Police investigate all reports of illegal activity involving drugs and alcohol, referring cases for criminal prosecution where evidence warrants.

*Policy regarding monitoring of criminal activity by students in off-campus organizations (Contact: Office of the Secretary, 203 432-2675, or Yale College Dean's Office, 203 432-2900)*

Officially recognized student organizations located or conducting events off-campus are subject to the same rules and regulations governing on-campus organizations and events. The University Police Department conducts routine patrols of the areas surrounding the campus where these organizations are located. Criminal activity by students occurring in off-campus organizations is subject to all applicable state and municipal laws, as enforced by the Yale and

New Haven Police Departments. In addition, the police report violations of law to the Yale College Dean's Office for disciplinary review.

*Policy regarding possession of various weapons (Contact: Office of the Secretary, 203 432-2675, or University Police Department, 203 432-4407)*

The possession or use of explosive, incendiary materials or weapons (guns) on University property by students, employees, or visitors is prohibited except for University Police and other certified law enforcement officers.

*Policy regarding security considerations in construction, renovation, repair, and maintenance (Contact: Office of the Secretary, 203 432-2675, or University Security Programs, 203 785-6100)*

A formal set of standards governs security installations and security-related design in facility renovation and new construction. University Security Programs, University Police, and the Physical Plant Department monitor areas in need of physical repair and maintenance, with security repairs for residential areas available 24 hours a day.

*Policy regarding sexual assaults (Contact: Office of the General Counsel, 203 432-4949, or the Dean of a given school)*

The University has various programs to prevent sexual assault and other sex offenses, including rape and acquaintance rape. All freshmen participate in a mandatory awareness session on the prevention of sexual assault. Freshmen counselors also receive mandatory training. In addition, counseling services are provided by the following organizations: Division of Mental Health of the University Health Services; New Haven Rape Crisis Center; and peer-counseling and informational services from CONSENT, Walden, and Pathways.

Any sexual assault involving students, faculty, or staff should be reported as soon as possible to the Yale Police, who will investigate all such reports and also will provide assistance to victims of sexual assault. Awareness sessions include instruction about the importance of preserving evidence that may be necessary for criminal charges. All police investigations involving sexual assaults are conducted with respect for the confidentiality of the victim.

Students may also report offenses to a variety of other campus officials, including freshmen counselors, residential college deans and masters, and academic deans or department heads. University officials will review the academic and living situations of a victim of an alleged sexual assault, upon request, and will make appropriate changes whenever possible.

Students should be aware that they have the option of notifying appropriate law enforcement authorities, including on-campus and local police, or other university officials. University officials will also assist the student in notifying police, if the student requests such assistance.

Procedures for filing disciplinary complaints concerning sexual assault are included in the Yale College *Undergraduate Regulations*, the Graduate School of Arts and Sciences *Programs and Policies*, and in the *Bulletins* of professional schools. In campus disciplinary procedures, both the accuser and the accused may choose to be accompanied by another person during the proceedings. In addition, both the accuser and the accused are informed of the final determination of the disciplinary body and any sanctions imposed. Sanctions may include probation, suspension, or termination of employment for faculty and staff or expulsion for students. In addition, information provided by the State of Connecticut regarding registered sex offenders who are enrolled at or employed by the University is available at the offices of the Yale Police Department, 98-100 Sachem Street, 203 432-4400.

*Policies allowing victims or witnesses to report crimes on a confidential basis (Contact: Office of the Secretary, 203 432-2675)*

Students are encouraged to report all crimes to the police. If they wish to report a crime on a confidential basis for inclusion in the annual disclosure of crime statistics, they may report the crime to any of the following campus officials: residential college deans and masters, deans of the professional schools, deans of student affairs, Title IX coordinators, Dean of the Graduate School, Chair of the Sexual Harassment Grievance Board, and staff to the Yale College Executive Committee.

*Programs informing students and employees about campus security procedures and the prevention of crimes (Contact: Office of the Secretary 203 432-2657 or University Security Programs, 203 785-6100)*

During orientation in August and September, students are informed by the University Police, Security Programs and the Office of Security Awareness of services offered. Security awareness information is offered to all incoming undergraduates, graduate and professional students, and new employees. Undergraduate orientation programming includes live skit performances by upperclassmen informing students about services such as the 24 hour companion walking service, free night-time bus that travels on and off campus, and how to use the emergency blue phones. The skits also inform students about their environment on campus and off campus. At orientation, brochures are available along with a favor that lists phone numbers of security services for students' convenience. The Office of Security Awareness also works with students within each residential college to support its campus safety mission and to distribute materials to remind students of services and encourage safe choices.

During orientation, the Yale College Dean's Office sponsors an evening forum for all parents of freshmen. This session details security services, provides an overview of campus safety, allows parents to meet public safety officials and gives them the opportunity to ask questions.

Graduate student orientation is presented to all incoming graduate and professional students and includes information about on campus services as well as City of New Haven services, resources and neighborhood information. Crime prevention and sexual assault prevention programs are offered on a continual basis. At Yale University Health Services, peer health educators are trained in all subjects dealing with mental, physical and sexual health. A new Sexual Assault Prevention Resource Center is available to students and will augment current awareness programming on sexual assault.

Periodically during the academic year, the University Police, in cooperation with other University organizations and departments, present crime prevention awareness sessions to educate the campus community about personal safety, remind them of security services and keep them informed about ways to prevent theft and vandalism. Information is also disseminated to students and employees through crime prevention brochures, security awareness posters, website and advertisements in University and student newspapers.

*Policy regarding timely warnings (Contact: Office of the Secretary, 203 432-2675)*

In the event that a situation arises, either on or off campus, that, in the judgment of the Deputy Secretary and the Chief of Police, constitutes an ongoing or continuing threat, a “timely warning” will be issued to members of the community. The warning will be issued through the college e-mail system to students, faculty, and staff. The notice will also be posted on the Yale website for “Official University Messages”. Additional notifications will be made by phone or in person to University Officers, deans, and others closely associated with any victim of a major crime.

*Policy regarding preparation of the annual disclosure (Contact: Office of the Secretary, 203 432-2675 or University Security Programs, 203 785-6100)*

Crime statistics for the annual disclosure are collected from two primary sources: (i) the New Haven and Yale Police Departments, and (ii) school officials with knowledge of formal and informal complaints and disciplinary referrals. University officials assemble the police reports and, using a directory of campus-owned and occupied property and a map that combines campus and city areas coded by property type, review each report to determine the geographic category (on-campus, on-campus residential, non-campus, public) in which incidents fall. When there is doubt whether a crime is reportable owing to its location, the University errs on the side of including the crime, in an effort to provide useful and informative data. With regard to the school officials, reports are solicited twice a year. The campus officials are informed that any complaint, allegation, or incident falling into the reportable categories (arson, murder, manslaughter, aggravated assault, sex offenses, robbery, burglary, and motor vehicle theft) that is described to them must be reported, regardless of whether any particular informal or formal investigative process is pursued.

Each year, an e-mail notification is made to all enrolled students, faculty, and staff that provides the website address to access this report. Employees who do not have e-mail accounts receive a copy of the report by mail at their home address. Copies of the report are available through the Admissions Office and the Human Resources Department. Copies of the report may also be obtained at the University Police Department located at Ashmun Street.

**Please report all crimes to the Yale Police Department at 432-4400.**

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## 2006 Crime and Other Data

<b>Criminal Offenses – On-campus total</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>
a. Murder/Non-negligent manslaughter	0	0	0
b. Forcible sex offenses (including forcible rape) †	4	11	9
c. Non-forcible sex offenses	0	0	0
d. Robbery ‡	4	4	3
e. Aggravated assault	0	0	0
f. Burglary/theft §	82	63	98
g. Motor vehicle theft *	10	5	4
h. Arson	0	0	0
i. Negligent manslaughter	0	0	0

### **Criminal Offenses – On campus (only Residence Halls)**

a. Murder/Non-negligent manslaughter	0	0	0
b. Forcible sex offenses (including forcible rape)	1	5	5
c. Non-forcible sex offenses	0	0	0
d. Robbery	0	0	0
e. Aggravated assault	0	0	0
f. Burglary/theft	38	35	52
g. Motor vehicle theft	0	0	0
h. Arson	0	0	0
i. Negligent manslaughter	0	0	0

### **Criminal Offenses – non-campus**

a. Murder/Non-negligent manslaughter	0	0	0
b. Forcible sex offenses (including forcible rape)	0	0	0
c. Non-forcible sex offenses	0	0	0
d. Robbery	0	3	0
e. Aggravated assault	0	1	0
f. Burglary/theft	6	2	1
g. Motor vehicle theft	0	0	0
h. Arson	0	0	0
i. Negligent manslaughter	0	0	0

### **Criminal Offenses – Public Property**

a. Murder/Non-negligent manslaughter	0	0	0
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b. Forcible sex offenses (including forcible rape)	10	1	1
c. Non-forcible sex offenses	0	0	0
d. Robbery	34	19	20
e. Aggravated assault	2	0	1
f. Burglary/theft	0	0	0
g. Motor vehicle theft	18	10	18
h. Arson	0	0	0
i. Negligent manslaughter	0	0	0

**Arrests – On-Campus**

a. Liquor law violations	0	0	3
b. Drug law violations #	2	4	3
c. Illegal weapons possessions	0	0	2

**Arrests – On-Campus Residence Halls**

a. Liquor law violations	0	0	0
b. Drug law violations	0	3	0
c. Illegal weapons possessions	0	0	0

**Disciplinary Actions/Judicial Referrals – On-Campus**

a. Liquor law violations	42	51	46
b. Drug law violations	1	3	0
c. Illegal weapons possessions	0	0	1

**Arrests – Non-Campus**

a. Liquor law violations	0	0	0
b. Drug law violations	0	0	0
c. Illegal weapons possessions	0	0	0

**Disciplinary Actions/Judicial Referrals – Non-Campus**

a. Liquor law violations	0	1	0
b. Drug law violations	0	0	0
c. Illegal weapons possessions	0	0	0

**Arrests – Public Property**

a. Liquor law violations	3	0	3
b. Drug law violations	5	2	3
c. Illegal weapons possessions	1	2	2

**Disciplinary Actions/Judicial Referrals – Public Property**

a. Liquor law violations	9	13	3
b. Drug law violations	1	0	0
c. Illegal weapons possessions	0	0	0

**Hate Offenses – On-Campus**

a. Murder/Non-negligent manslaughter	0	0	0
b. Aggravated assault	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0
d. Non-forcible rape	0	0	0
e. Arson	0	0	0
f. Negligent manslaughter	0	0	0
g. Simple assault	0	0	0

**Hate Offenses – On-Campus Residence Halls**

a. Murder/Non-negligent manslaughter	0	0	0
b. Aggravated assault	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0
d. Non-forcible rape	0	0	0
e. Arson	0	0	0
f. Negligent manslaughter	0	0	0
g. Simple assault	0	0	0

**Hate Offenses – Non-Campus**

a. Murder/Non-negligent manslaughter	0	0	0
b. Aggravated assault	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0
d. Non-forcible rape	0	0	0
e. Arson	0	0	0
f. Negligent manslaughter	0	0	0
g. Simple assault	0	0	0

**Hate Offenses – Public Property**

a. Murder/Non-negligent manslaughter	0	0	0
b. Aggravated assault	0	0	0
c. All forcible sex offenses, including forcible rape	0	0	0
d. Non-forcible rape	0	0	0

e. Arson	0	0	0
f. Negligent manslaughter	0	0	0
g. Simple assault	0	0	0

Footnote

Three burglaries occurred in properties owned by the University for investment purposes and leased for housing. Since these properties are not used in direct support of the University's mission, the incidents do not meet the Federal definitions for inclusion in the report totals, but are indicated here instead.

## APPENDIX C

### Yale Buildings & Addresses

**A&A**, Art and Architecture Building, 180 York  
Admissions Office (Undergraduate), **38 Hillhouse Ave**  
**AG**, Yale Art Gallery, 1111 Chapel  
**AKW**, Arthur K Watson Hall (Computer Science), 51 Prospect  
Athletics, **RTH**, Ray Tompkins House, 20 Tower Pkwy  
**BAC**, Yale Center for British Art, 1080 Chapel  
**Bass**, Bass Ctr. for Molecular & Structural Biology, 266 Whitney Ave  
Battell Chapel, Elm and College  
**BC**, Becton Engineering and Applied Science Center, 15 Prospect  
Bellamy Hall, **409 Prospect**  
**BK**, Berkeley College  
**Bm**, Charles W Bingham Hall, 300 College  
**BR**, Branford College, 74 High  
**BRBL**, Beinecke Rare book and Manuscript Library, Wall and High  
C, Connecticut Hall, 344 College Old Campus  
**CC**, Calhoun College, 189 Elm  
**CCL**, Cross Campus Library, 120 High  
**CLS**, Center for Language Studies, 111 Grove  
**CMHC**, Connecticut Mental Health Center, 34 Park  
College Street: **47 Coll; 435 Coll; 451 Coll; 493 Coll**  
Collection of Musical Instruments, **15 Hillhouse Ave**  
Crown Street: 295 Crwn, **301 Crwn, 305 Crwn**  
**CSC**, Child Study Center, 230 S Frontage Rd  
Durfee Hall, 198 Elm  
Davies Auditorium, 15 Prospect  
**DC**, Davenport College, 248 York  
Dining Services Administration, **246 Church**  
**DL**, Dunham Laboratory, 10 Hillhouse Ave  
**DMCA**, Digital Media Center for the Arts, 149 York  
Drama Annex, 205 Park  
**Dw**, Dwight Hall, 67 High  
**EGC**, Economic Growth Center, 27 Hillhouse Ave  
Elizabethan Club, **459 College**  
Elm Street: **143 Elm, 149 Elm; 294 Elm**  
**ES**, Ezra Stiles College, 19 Tower Pkwy  
Farnam Hall, 380 College  
**GML**, Greeley Memorial Laboratory, 370 Prospect  
**GPSCY**, Graduate and Professional Student Center at Yale, 204 York  
Green Hall (School of Art), 1156 Chapel  
Harkness Tower

**Hen**, Hendrie Hall, 165 Elm  
**HGS**, Hall of Graduate Studies, 320 York  
 Hammond Hall, 14 Mansfield  
**HHH**, Helen Hadley Hall, 420 Temple  
 ID Center, **246 Church**  
 Information Technology Services, **175 Whitney Ave, 221 Whitney Ave**  
 Ingalls Rink, 73 Sachem  
 Investments Office, **230 Prospect**  
 International Students & Scholars, **246 Church**  
 International House, **406 Prospect**  
**ISPS**, Institution for Social and Policy Studies, 77 Prospect  
**JE**, Jonathan Edwards College, 68 High  
**JWG**, Josiah Willard Gibbs Research Laboratories, 260 Whitney Ave  
**K**, Kirtland Hall, 2 Hillhouse Ave  
**KBT**, Kline Biology Tower, 219 Prospect  
**KCL**, Kline Chemistry Laboratory, 225 Prospect  
**KGL**, Kline Geology Laboratory, 210 Whitney Ave  
 Lawrance Hall 358 College  
 Lanman-Wright Memorial Hall, 206 Elm  
**LC**, Linsly-Chittenden Hall, 63 High  
**LOM**, Leet Oliver Memorial Hall, 12 Hillhouse Ave  
**Luce** Hall, 34 Hillhouse Ave  
**Marq**, Marquand Chapel, 409 Prospect  
**Marsh**, Marsh Hall, 360 Prospect  
**MC**, Morse College, 302 York  
 Edwin McClellan Hall, 1037 Chapel  
**ML**, Mason Laboratory, 9 Hillhouse Ave  
**Mudd**, Mudd Library, 38 Mansfield  
 New Haven Affairs, Office of, **433 Temple**  
**NRH**, New Residence Hall (“swing space”), 100 Tower Pkwy  
 Nursing, School of, **100 Church St S**  
**OAG**, Old Art Gallery, 56 High  
**OML**, Osborn Memorial Laboratories, 165 Prospect  
 Parking Facility (student), Pierson-Sage Garage, 260 Whitney Ave  
**PC**, Pierson College 231 Park  
**PH**, Phelps Hall 344 College  
**PM**, Peabody Museum of Natural History, 170 Whitney Ave  
 Porter Hall, **409 Prospect**  
 Public Affairs, Office of **433 Temple**  
**PWG**, Payne Whitney Gymnasium, 70 Tower Pkwy  
**RAH**, Rose Alumni house, 232 York  
 Rosenfeld Hall, **111 Grove**  
**SB**, Sage Bowers Hall, 205 Prospect

**SCL**, Sterling Chemistry Laboratory, 225 Prospect  
**SDQ**, Sterling Divinity Quadrangle, 409 Prospect  
**SHM**, Sterling Hall of Medicine, 333 Cedar Wings: B, C, I, L  
Slifka Center, **80 Wall**  
**SLB**, Sterling Law Building, 127 Wall  
**SM**, Silliman College, 505 College  
**SMH**, Sprague Memorial Hall, 470 College  
**SML**, Sterling Memorial Library, 120 High  
**SOM**, School of Management, 135 Prospect  
**SPL**, Sloane Physics Laboratory, 217 Prospect  
**SSS**, Sheffield-Sterling-Strathcona Hall, Grove and Prospect  
Street Hall, 1071 Chapel and **59 High**  
Stoeckel Hall, 96 Wall  
Student Financial Services, **246 Church**  
**SY**, Saybrook College, 242 Elm  
**TC**, Trumbull College, 241 Elm  
**TD**, Timothy Dwight College, 345 Temple  
**UH**, University Dining Hall (Commons), College and Grove  
**UHSC**, University Health Services Center, 17 Hillhouse Ave  
**UT**, University Theatre, 222 York  
Vanderbilt Hall, 1035 Chapel  
Visitor Information Center, **Dwight Hall**  
Weir Hall, 66 High  
Welch Hall, 330 College  
**WHC**, Whitney Humanities Center, **53 Wall**  
**WGS**, Whitney Grove Square, 2 Whitney Ave  
**WLH**, William L Harkness Hall, 100 Wall  
**Wood**, Woodbridge Hall, 105 Wall  
Woolsey Hall, College and Grove  
**WWW**, William Wirt Winchester Building, 25 York  
Yale Daily News Building, 202 York  
Yale Travel Services, **96 Grove**  
**Y-NHH**, Yale-New Haven Hospital, 20 York  
**YRT**, Yale Repertory Theatre, 1120 Chapel

