May 11, 2012

Dear 2012 Humanities Student:

Congratulations on your acceptance to the Virginia Summer Residential Governor’s School for Humanities and Visual & Performing Arts! Below is information to help you prepare for your summer at Radford University.

**Required Forms/Fees**
Six items must be on file with the Governor's School before you arrive on June 24. All forms can be accessed at [www.radford.edu/rugovschool](http://www.radford.edu/rugovschool) on the registration page. They include:

- **Student Medical Information Form** -- Complete the form and attach a copy of your driver’s license (front and back), your medical insurance card (front and back), and your prescription card (front and back).
- **Authorization for Administering Prescription Medication** -- Complete one form and have your doctor’s signature for EACH prescription medication you will take during the Governor’s School.
- **Parent/Student Contract and Release Form** -- You and your parent/guardian must sign this form.
- **$175 Activity Fee** – Make checks payable to Radford University. There is also an option to pay this fee online with a credit card when you register. In cases of financial hardship, please contact Marti Hale, Director, at (540) 831-7828 or [rugovschool@gmail.edu](mailto:rugovschool@gmail.edu)
- **Teacher Nomination Form** – Include the teachers mailing address.
- **Course Content Waiver Form** – students who sign up for the Forensic Victimology course will have an additional waiver form to complete.

These forms and your $175 fee must be returned to the Governor’s School no later than **June 4, 2012** to ensure your participation in the program. All forms may be mailed or scanned and emailed to [rugovschool@gmail.com](mailto:rugovschool@gmail.com). Room assignments will be made after these items are received.

**Student Handbook**
The **2012 Governor’s School Student Handbook** is located on the Governor’s School website at [http://www.radford.edu/rugovschool](http://www.radford.edu/rugovschool). Make sure you and your parents/legal guardian read the Handbook in its entirety prior to signing the Parent/Student Contract. It covers rules and regulations, what to bring, what not to bring, emergency contact procedures, housing, meal plans, arrival and departure details, and other valuable information. The Code of Conduct must be strictly followed by students at all times, and failure to do so will result in expulsion from Governor’s School. This Code is fully explained in the Handbook.

**Courses**
Our dynamic Humanities faculty has an exceptional program prepared for you. Please visit our website to see a list of courses and to read faculty bios. You will **select two**
core courses when you complete your online registration. Details for online registration are below. You will receive your course schedule at check-in on June 24.

Registration
Registration for Governor’s School is online. The online registration site will open on May 30 at 9:00 a.m., and you must register through the system no later than June 14. Information from the registration site is required for us to select proper housing for you, and as stated above, you may also pay your activity fee on this system if you prefer. You will select two core courses on the registration site. Courses are limited in enrollment, and they will be available on a first come – first served basis. To access the online registration site, go to www.radford.edu/rugovschool and click Online Registration. When you reach the registration page, select Humanities and complete the form. If you have any problems with online registration, please contact Conferences Services immediately by calling (540) 831-5800.

Check-in on June 24
You are required to arrive at Radford University on Sunday, June 24. There will be signs to direct you to the registration and parking locations. Registration hours are 9:00 a.m. until 2:00 p.m. This will give you time to register, check into your room, meet your Residence Counselor and roommate, and get settled. Campus tours will be provided, and lunch will be offered from 11:00 a.m. until 1:00 p.m. in the Dalton Dining Hall. The price of your lunch will be covered, and your parents/guardians can purchase lunch for a reasonable price. You may prefer to eat off campus with your family. If so, there are several good restaurants close by. All parents/guardians should plan to leave campus no later than 2:30 p.m. Our Orientation Session will begin promptly at 3:00 p.m.

Contacting the Governor’s School
The Governor’s School telephone number is (540) 831-7828. Our email address is rugovschool@radford.edu, and our website address is www.radford.edu/rugovschool. Due to high call volume, email is the most efficient way to contact us. Our mailing address is: Governor’ School, Radford University, PO Box 7022, Radford, VA 24142.

We are looking forward to working with you this summer. Governor’s School promises to be a wonderful experience for you. You will make new friends, learn new things, and grow as a person as you step outside your comfort zone into our diverse learning community.

If you have any questions, please contact me. We can’t wait to get this summer started!

Sincerely,

Martha Giesen Hale
Director