Summer Bridge Program
Educational Opportunity Program (EOP)
Cal Poly Pomona
Student Guide

Educational Opportunity Program
The Educational Opportunity Program (EOP) is the University’s first and most comprehensive access and equity program. Established in 1969, the program serves California residents who meet income guidelines and those students who demonstrate the potential and motivation to succeed at Cal Poly Pomona. EOP provides the following services: Academic Advising, Tutoring, Peer Advising/Mentoring, College Success Seminars, Student Development programs, Financial Aid (EOP Grant), and the Summer Bridge Program.

Summer Bridge Program (SB)
Summer Bridge (SB) is a five-week (three-week residential and two-week commuter) program which assists students’ transition from high school to the more challenging University environment. By participating in Summer Bridge, students attend a Cal Poly Pomona class, build academic skills, develop friendships, experience campus life, and become acquainted with campus departments and resources. Course work, seminars, and student development opportunities help participants build essential skills that will facilitate their success at Cal Poly Pomona!

Before applying for Summer Bridge
- Communicate all information about Summer Bridge to your parents/guardians. They should be aware of all dates for the program, including Opening Ceremony, weekly check-out dates and times, know that the program is a CLOSED program (no visitations), and the rest of the information covered in the Summer Bridge Information Meetings.
- Consider the following:
  o Summer Bridge does not allow students to miss ANY days of the program. If you are scheduling doctor’s appointments, driving tests, etc., make sure they do not conflict with Summer Bridge program dates.
  o Confirm your high school graduation rehearsal and graduation dates. If they occur on or after June 18, you MUST contact Lorraine Jenkins Jones at (909) 869-3994, IMMEDIATELY to let her know.
  o Arrange transportation to ensure that you can arrive on campus on Sunday, June 18 by 1:00 p.m. for Opening Day. You will not leave campus until Thursday, June 22, 2017, before 7:00 p.m. for the first week. Plan accordingly.

While applying for Summer Bridge
- To be considered for Summer Bridge, you MUST submit the completed application by the SB application deadline date, which will be indicated at the Summer Bridge Information Meeting that you attend.
- Students living great distances from campus MUST fill out the special request included in the application by the SB application deadline for consideration to stay on campus on weekends or through commuter weeks. Students staying over on weekends will be responsible for their own expenses outside of room and meals. Call (909) 869-3994 for more information.
After applying for Summer Bridge

- Students will be notified if they have been selected to participate in Summer Bridge about three weeks prior to the start of Summer Bridge (if not sooner). Hold all dates on your calendar until you know if you have been selected.
- If selected, students will be sent information through email about what to bring to Summer Bridge for the residential portion of the program. **Make sure** you are receiving and checking your email from Cal Poly Pomona daily.
  - Some sample items include:
    - **Must bring** a government issued I.D. (California driver’s license, California I.D., a U.S. passport, or passport from a consulate from another country) and $10 (cash) to purchase a Bronco Access Card. **IF YOU DON’T HAVE ONE OF THESE DOCUMENTS, YOU MUST ORDER ONE IMMEDIATELY.** Without a Bronco Access Card, you will not be able to access University resources (Health Services, Library, Computer Labs, etc.).
    - Sheets/linens (pillow cases) will be provided, but you need to bring pillow, towels, blanket, etc.
    - Clothes, comfortable shoes, “flip flops” for the shower, toiletries, medications (if prescribed), etc.
    - Snacks and beverages (for outside of regular meal times).
    - Watch and alarm clock.
    - School supplies (notebook, printing paper, pens, pencils, etc.).
    - $10-$15 to use in the copy machine in the University Library
    - Extra spending money (no more than $50 is suggested for your own personal expenses).
    - $8 a day for a daily parking permit, **OR** $154 for a Summer Quarter Parking Permit if you will be keeping a car on campus for the first class session (June 19 – July 20) of Summer Quarter
    - Items to decorate your room (optional)
    - There are no phones in the residents’ rooms. You may want to bring a cell phone. (However, students will be expected to keep cell phones in their backpacks during all classes, workshops, seminars, etc.)
    - There is internet access in each room. You may wish to bring a computer and printer if you have one. You are **not required** to bring a computer, but it would be helpful. You will need to bring an Ethernet cord if you plan to use the internet in the residence hall. Computers and printers are available in the 24-Hour Computer Commons on campus.

Arrivals and departures

<table>
<thead>
<tr>
<th>Opening Ceremony</th>
<th>12:30 PM</th>
<th>Arrive on campus. Purchase a $5 Sunday parking permit at a yellow Pay Station. Leave belongings in your car.</th>
</tr>
</thead>
</table>
|                        | 1:00-4:15 PM | Opening Ceremony  
|                        |            | Session with family, guardians, friends in the Bronco Student Center (BSC)  
|                        |            | Move into Alamitos Residence Hall |
|                        | 4:15 PM    | Family, guardians and friends leave campus |
|                        | 4:30 PM    | Program begins for students |

<table>
<thead>
<tr>
<th>Residential program</th>
<th>5:30-7:00 PM</th>
<th>Students check out, turning in room key and meal card to Residential Life staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 22, June 29</td>
<td>5:00-6:00 PM</td>
<td>Check back in to residence hall, pick up room key and meal card; turn in car keys</td>
</tr>
<tr>
<td>(Thursdays)</td>
<td>6:30-9:00 PM</td>
<td>Mandatory hall and wing meetings</td>
</tr>
<tr>
<td>June 25, July 2</td>
<td></td>
<td>(no Sunday meals)</td>
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<tr>
<td>(Sunday)</td>
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Weekend Stay (June 22 – 25, and June 29 – July 2)

Students living great distances from campus and needing to stay over on weekends during the residential portion of Summer Bridge (two weekends) will need to submit a formal request for consideration by the application deadline for Summer Bridge, which is given to students when they attend the Summer Bridge Information Meeting. Please call (909) 869-3994 if you have questions. Students may be responsible for the cost of food and the purchase of their own meals from dinner on Thursday through dinner on Sunday. (See estimated cost of meals below; subject to change.)

- Monday through Friday
  - Breakfast $6.07
  - Lunch $7.17
  - Dinner $8.55

- Saturday and Sunday
  - Brunch $9.65
  - Dinner $8.55

Commuter Stay (July 6 – July 20)

Limited resources are available to sponsor select students during Commuter Stay. Requests must be submitted by the application deadline for Summer Bridge, which is given to students when they attend the Summer Bridge Information Meeting, to be considered. Not all students who request Commuter Stay are approved. Students should start planning transportation in case they are not approved for Commuter Stay.

If approved for Commuter Stay, students move from their residential program room to another room in the residence hall. Students will be responsible for moving their belongings to their new rooms between 5:30 PM-8:00 PM on July 6.

Students moving in on Opening Day (with family/guests)
Student Conduct and University Policy

All Summer Bridge participants are responsible for knowing and adhering to the following policies. Students will be held accountable for the policies. Non-compliance could result in dismissal from the program.

Respect for the program, staff, and other participants

- Summer Bridge is a transition program that helps students become familiar with college prior to their first official enrollment at Cal Poly Pomona. It is a structured program with a rigid schedule and rules that must be followed.

- Students who apply to the program must do so with the commitment that they will respect the program schedule, fully participate in all program components and activities, and abide by all policies of the program, of University Housing Services, and of the University.

- Students are expected to respect all program staff, faculty, and all university staff and offices. Defiance and disrespect towards any campus employee, including residence life staff, will not be tolerated.

- The safety and protection of all participants if of upmost priority.

- Sexual harassment, assault, or misconduct will not be tolerated.

- Harassment of individuals based on gender, sexual orientation, religion, nationality, disability, or age will not be tolerated.

- Your participation in the Summer Bridge program is accepted with the condition that you follow the program schedule, respect the staff and other participants of the program, respect the campus community and the physical campus as a whole, and follow all rules and policies of the Summer Bridge program, University Housing Services, and the University as a whole. Students who do not meet these expectations will be dismissed from the program.

Class, workshop and seminar attendance

- ATTENDANCE IS MANDATORY IN ALL CLASSES, WORKSHOPS, SEMINARS AND ACTIVITIES. Dental, doctor, and other anticipated appointments must be planned either before or after the Summer Bridge Program. You will not be excused for appointments.

- Students who feel ill must notify the Resident Advisor on duty before 8:00 a.m. or as soon as possible, or as soon as students are injured or become ill during the day. Resident Advisors will inform students of appropriate next steps to take. Students who fell ill are required to visit the Student Health Center. ANY ABSENCES NOT REPORTED TO THE RESIDENT ADVISOR ON DUTY WILL AUTOMATICALLY BE CONSIDERED AN UNEXCUSED ABSENCE.
Academic integrity

All forms of academic dishonesty at Cal Poly Pomona are a violation of University policy and will be considered a serious offense. If students are found to violate academic integrity, the Office of Student Conduct & Integrity will add the occurrence to the students’ records, which will remain there through students’ journey at Cal Poly Pomona.

Academic dishonesty includes — but is not limited to — the following:

- **Plagiarism**: intentionally or knowingly presenting words, ideas, or work of others as one’s own.
- **Cheating**: use of unauthorized “crib sheets,” copying from another, copying a copyrighted computer program without permission.
- **Use of unauthorized study aids**: includes utilization of other’s computer programs or solutions, copying a copyrighted computer program without permission, etc.
- **Falsifying a university document**: includes falsifying signatures on university forms.

Curfew

All Summer Bridge residents **MUST** observe a 10:00 p.m. curfew in Alamitos Hall. Students may be in any part of the residence hall (lounge, study room, etc.) at this time, but they must be inside the building.

**Quiet hours are from 10:00 p.m. to 6:00 a.m. Sunday through Thursday morning.** If your radio, stereo, television, or conversation can be heard outside your room, it is considered too loud. You should also consider your roommates. Students will be asked to sign a roommate agreement that will determine noise level and other considerations inside each room.

**All Summer Bridge students MUST be in their own rooms by 11:00 p.m.** The on-duty Resident Advisors will conduct room checks to ensure that all students are where they should be.

Summer Bridge is a **CLOSED** program. In order to ensure student safety and for the students to obtain the greatest benefit from the program, participants will stay on campus from Sunday through Thursday (leaving before 7:00 p.m. on Thursday). Families may visit their student’s room at check-in and check-out ONLY. There are no visitation hours during the week.

Exploring the campus

The campus abounds with lots of opportunities — library, jogging, pool, etc. You will be asked to check in and out at the residence hall lobby during designated times when you can explore the campus so that we know where to find you in case of an emergency.

Make sure you always have your residence hall key so you can get back in the hall and your room. **Don’t lose your key** (key replacement is $65; Summer Bridge does not cover the cost for lost keys; you will need to pay for replacements if you lose it).
Room Conditions

- **Summer Bridge participants agree to take care of their room**, its furnishings, common areas, Los Olivos Dining Commons, and all other University property, and to maintain sanitary and safe conditions acceptable to the University when they accept the invitation to attend the program. **The student agrees to pay for any damages that were willfully or negligently caused by the student.** The student will be responsible for paying for damages to the building and missing furniture or equipment.

- **When two or three residents occupy the same room** and responsibility for damages or loss in the room cannot be determined by the University after an investigation, the cost of the damages will be divided between all students occupying the room and billed accordingly, including a **$5 administrative charge** on all identifiable damage. It is crucial that you report any damage caused by other residents to your Resident Advisor so that you do not have to pay for other participant’s doings.

- **Care should be taken in filling in the Room Condition Check-in/Check-out form** to avoid being charged for damages or loss which occurred prior to occupancy. Failure to pay any assessed fees after you leave the residence hall will be treated in the same manner described in Section XII of the Student Housing License Agreement. Any malicious damage to the buildings, grounds, or other facilities is prohibited. Persons responsible for damage will be billed for repair and replacement. **(There is a $65 charge for room key replacement; Summer Bridge does not cover this cost; students who lose their key will be responsible for paying for replacements).**

Use of Personal Computers in Residence Hall

You may not use your computer to download material and media from off-campus sites. Please refer to [http://www.dsa.csupomona.edu/uhs/acc_use_policy.asp](http://www.dsa.csupomona.edu/uhs/acc_use_policy.asp) for our University policy on this matter. There are restrictions on visiting certain types of websites while using the University’s internet services.

Dining Commons Etiquette

- **Meal cards must be presented to the checker for each meal.** Meal cards may be used for only one entrance to the Los Olivos Dining Commons. **(There is a $10 charge for replacement; Summer Bridge does not cover this cost.)**
- **Summer Bridge students are required to eat all meals at the Los Olivos Dining Commons** unless otherwise planned in the program.
- **Meal cards are not transferable.** Assisting unauthorized persons to enter the Los Olivos Dining Commons is in violation of the terms and conditions of the meal card contract, and may result in additional charges or disciplinary action.
- All food must be eaten in the Los Olivos Dining Commons, which offers an all-you-can-eat service. No food, dishes or utensils may be taken from the building without permission.
- **Residents are required to take their dishes to the dishwasher conveyor belt.**
Zero Tolerance Policy

No alcohol or illegal drugs will be allowed on University premises or in the residence halls. The possession, transporting, or consumption of alcohol or illegal drugs will not be allowed at the program. We take this very seriously!

During the program, Weekend Stay, and Commuter Stay, any student considered intoxicated by a substance (alcohol or drugs) will be subject to disciplinary action by the University and dismissal from the Summer Bridge program.

Strict Regulations

- Possession, use, or sale of marijuana or illegal drugs is prohibited.
- Fireworks, firearms (including BB guns and pellet guns), explosives, toxic substances, highly flammable substances, knives, and other weapons are prohibited from use or storage on University grounds.
- Physical or verbal harassment is prohibited in the residence halls. It is the policy of the University that the working and learning environment shall be free from sexual harassment of students, employees, or anyone on campus. All students and employees should be aware that the University shall take action to eliminate sexual harassment. Students with complaints should contact the Summer Bridge Residence Life Coordinator immediately.

Violation of the Zero Tolerance Policy is grounds for immediate dismissal from the Summer Bridge Program.

Miscellaneous Policies

- Smoking cigarettes or other tobacco products and the burning of incense and candles is not permitted in any indoor area of the residence halls, including student rooms and Los Olivos Dining Commons.
- Misuse of fire safety equipment, such as causing false fire alarms, blocking stairs or doors, tampering with smoke detectors, tampering with alarm horns or bells, and improper use of fire extinguishers or fire hoses is prohibited. Violators are subject to prosecution and other disciplinary action. Residents are required to leave the building when an alarm sounds.
• **Throwing objects** from the windows or rooftops of the residence halls is prohibited. Persons may not jump or climb out of the building. Objects which fall accidentally are the responsibility of the student.

• **No animals** can be brought in or kept in the residence hall complex. If you MUST have a pet, only fish are permitted, as long as the aquariums do not exceed a capacity of ten gallons.

• **Cooking is not allowed in student rooms.** Popcorn poppers, small coffeepots, and 3.7 cubic feet refrigerators are permitted. For safety reasons, please bring a UL listed/approved “surge protector” in place of an extension cord or multiple plugs.

• In case of an EMERGENCY, DIAL 911 from any campus phone and/or go immediately to the on-duty RA or RLC. Should you need to call EMERGENCY from your cell phone, call (909) 869-3070. Program your cell phone with this EMERGENCY number.

• **Violation of any of the above polices could result in dismissal from the Summer Bridge Program.** All violations of these polices will be handled directly by the Residence Life Coordinator, the Transition Programs Assistant, and the Summer Bridge coordinator.

• **Notify a Resident Advisor** or the **Residence Life Coordinator** if you need help with anything while in the residence hall, and the Summer Bridge Champions or Transition Programs Assistant during the day time. These staff members are here to assist with community development, academic support programming, and community safety and are eager to make your Summer Bridge experience enjoyable.

Please save this Student Guide and have it accessible while in Summer Bridge.