

**YSU Summer Honors Institute
Arrival/Dismissal Policy**

Arrival 8:15 a.m.
Students should arrive promptly by 8:15 a.m., each day at the Cafaro House Residence Hall (refer to campus map on web site--Building #34) to sign in and receive announcements. Parents should drop off students on Madison Avenue.

Students who have been authorized to drive, will be issued free parking passes for the R-2 lot located on Madison Avenue. Parking passes will be mailed to students who confirm their enrollment by returning the Commitment to Attend form. Please complete the appropriate section below if you will be driving.

Dismissal 3:45 p.m.
Parents should pick up students by 3:45 each day at the same location as drop-off, in front of Cafaro House. Students who are not picked up by 4 p.m., will be escorted to the YSU Police building (located on the corner of Fifth Avenue and Wood Street) for parents to pick them up and sign them out. Parent identification will be required. Parents should enter the YSU Police building by the south door that faces Wood Street.

Emergency Contact Parents who need to get in touch with students during the Institute may contact the YSU Police Department at 330/941-3527. We will provide the YSU Police with a complete roster including students' class schedule and class locations, as well as driving permit information if applicable.

These procedures have been established to provide a safe and enjoyable week for everyone. We appreciate your cooperation.

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--Please complete and return this section--

•We understand and agree to comply with the arrival and dismissal policy as outlined above. (Req. departure time: 3:45 p.m.)

Name of student _____

Signature of student _____

Signature of parent/guardian _____

Please complete if applicable:

•My son/daughter, _____, (indicate name of student) will be driving to YSU.

Car make: _____

Model: _____

Year: _____

License plate number: _____

Please complete if applicable:

•My son/daughter has my permission to transport _____ (name of student) to the YSU Summer Honors Institute.

Please return completed form with other enrollment materials by May 8, 2009.