



May 2018

Dear 2018 German Academy Student,

Welcome! You have been selected from over 600 applicants to be a participant in the *Virginia Governor's Foreign Language Academies*. On behalf of the Virginia Department of Education (VDOE) and Washington and Lee University (W&L), we would like to extend our congratulations to you. We look forward to meeting you and your family at the opening ceremonies.

The following items are included in this **STUDENT PACKET**:

- Host site general information and rules
 - Important dates (please post them at home)
 - General participant information for German Academy students
- Director's requirements and suggestions
 - Welcome letter from the director of the German Academy
 - Important arrival and departure information for parents and students
 - Daily Schedule - Ein typischer Tag an der Akademie
 - Academy related information
- Forms to be completed in accordance with expectations and mandates
 - Checklist cover page: Checklist with all items to be mailed to the **DIRECTOR**, which includes the correct mailing address for these items (Please do not mail any forms from this packet to the VDOE or to Washington and Lee University).
 - Explanation of Policies and Expectations (Attachment A)
 - Waiver of Liability and Assumption of Risk Agreement (Attachment A(1))
 - Waiver Request for Extra-Curricular Activities Fees (Attachment A(2))
 - Parent/Guardian Permission for Field Trips and Other Activities (Attachment B)
 - Computer and Internet Acceptable Use Policy and Agreement (Attachment C, two pages)
 - Image Use Agreement (Attachment D)
 - Medical Information Forms (Attachment E, four pages)
 - Special dietary needs or restrictions (Attachment F)
 - Attendance of Off-Campus Religious Services (Attachment G, optional)
 - Student Questionnaire (Attachment H)
 - Parent(s)/Guardian(s) Statement of Understanding (Attachment I)
 - Press release (Parents may share this with hometown newspapers, a school newspaper, or school counseling department. Please do not return this form to the academy director or the VDOE.) (Attachment J)
 - Wiener Café Invitation for German teacher (Attachment K)
 - Packing List (Attachment L)
 - Map of Washington and Lee University and directions (Attachment M)

It is important that you and your parents review all items carefully, especially the rules and expectations, which have been jointly established by the Virginia Department of Education and Washington and Lee University. **Attachments A-J, along with additional attachments relating to your Academy, must be completed and returned to YOUR ACADEMY DIRECTOR, ANJA MOORE, postmarked by Friday, May 25.** Because of the time element, medical forms and records should be acted upon immediately to avoid delay. A required \$75 activities fee should be mailed with all the completed and signed attachments. Please refer to the director's checklist on page 20 for a complete list of all items to be returned and the correct address for mailing them.

Once again, on behalf of the *Virginia Governor's Foreign Language Academies*, we congratulate you on your acceptance to this unique and exciting program. Best wishes as the end of your school year approaches.

Best Regards,

Lisa Harris, EdD
Specialist for Foreign Languages
Virginia Department of Education
804-225-3666
Lisa.Harris@doe.virginia.gov

Paul Richard (Dick) Kuettner, DML
Program Coordinator
Governor's Foreign Language Academies
Washington and Lee University
kuettnerd@wlu.edu

Anja Moore
Director, German Academy
VAGermanAcademy@gmail.com

IMPORTANT DATES:
(Please post at home)

**May 25, 2018
(Friday)**

Please mail all signed permission forms and other necessary forms to your ACADEMY DIRECTOR, Anja Moore, by this date using the address indicated on the director's checklist, located on page 20.

**June 23, 2018
(Saturday)**

Opening Day for the German Academy

<u>Check-in</u>	<u>Opening Ceremony</u>
12:00-2:00 PM	3:00-3:45 PM

The opening ceremony will take place in the Wilson Concert Hall of the Lenfest Center for the Arts. Both students and family members should attend the opening ceremony. See Attachment M for location of the Lenfest Center.

Make plans to arrive at Washington and Lee University at the date and time listed above. Please allow adequate time for check-in, unloading, parking, and lunch before the opening ceremony begins. The first meal provided for academy members will be in the evening. Students will be housed in the Gaines Hall.

Directions to Gaines Hall

To Check-in and Unloading:

From I-81 via Route 60

Take exit 188 and merge onto US-60 W. After approximately 3 miles, Route 60 will become E Nelson Street. You will pass stores such as CVS Pharmacy and Kroger's on your right; continue straight on Nelson Street through downtown Lexington for another mile. After passing St. Patrick's Catholic Church on your right, the large building on the right next to it is Gaines Hall. The street descends and, at the bottom, turns right onto W Washington St. Take a quick left up the ramp to the top of the parking garage. You can park anywhere in the parking garage and unload. You will then want to proceed to the rotunda of Gaines Hall for check-in.

From I-81 via Route 11, coming south

Take exit 195 toward US-11 S Lee Highway, also known as "Route 11." Continue following Route 11 for approximately 5 miles. After passing a traffic light with a florist on the corner to your right, you will continue across a bridge. Veer right on Route 11, which becomes N Main Street, heading to "downtown" Lexington. (You will pass the athletic stadium of Virginia Military Institute on your left). After 1 mile, turn right onto W Nelson Street. After passing St. Patrick's Catholic Church on your right, the large building on the right next to it is Gaines Hall. The street descends and, at the bottom, turn right onto W Washington St. Take a quick left up the ramp to the top of the parking garage. You can park anywhere in the parking garage and unload. You will then want to proceed to the rotunda of Gaines Hall for check-in.

Post Check-in:

After unloading, just leave your car in the parking garage until after the opening ceremony. As is always the case at Washington and Lee visitor parking is free. You can find directions to Lenfest Center in the parking garage or on the map on the last page of this packet.

Note: Students must have a picture ID in order to check-in.

**July 14, 2018
(Saturday)**

Check-out and Closing Ceremony for the German Academy

<u>Closing Ceremony</u>	<u>Check-out</u>
9:30-11:00 AM	11:00 AM-1:00 PM

The closing ceremonies will take place in the Wilson Concert Hall of the Lenfest Center for the Performing Arts.

On closing day, parents and family members should arrive according to the schedule directly above. Parents and family members are invited and encouraged to attend the closing ceremonies, which will highlight the accomplishments of the students over the three-week period and will include the distribution of certificates. **Parents are reminded that students may not speak English until the END of the closing ceremony, when authorized to do so by the academy director.**

Paul Richard (Dick) Kuettner, DML
Program Coordinator
Governor's Foreign Language Academies
Washington and Lee University
kuettnerd@wlu.edu

NOTE: Students and parents must read the *Guide for Students and Parents/Guardians*, available from the main Governor’s Foreign Language Academy Web site at http://www.doe.virginia.gov/instruction/foreign_language/language_academies/index.shtml.

USE OF ENGLISH

Students of the full-immersion German Academy are barred from using English or other native or heritage languages during the entire three weeks of the program. Please see below for details about this policy.

German Full-Immersion Academy: Full immersion in a foreign language is the best way—and some say the only way—to become a fluent speaker of that language. Therefore, every attempt is made at the Governor’s **German Academy** to limit your exposure to English and other native or heritage languages. Many of the rules and regulations have been created with this in mind. Speaking English is not permitted and in addition you are expected to AVOID any situation in which you are hearing, reading, or writing English. Obviously, this is challenging within a university setting.

German Immersion students may use English in the following situations ONLY:

- With law enforcement officials or emergency personnel
- With doctors and medical personnel
- During religious services while praying, singing, or chanting, but NOT to chat with members of the congregation, etc.
- When reading published religious materials
- In correspondence home to friends and family members (during designated times)
- If parents call with a family emergency
- In other extenuating circumstances as deemed necessary by the program coordinator, the DOE specialist, or the Academy director

Each immersion student will receive an Academy “passport” that includes a statement in English on the back explaining that you are participants in the Governor’s Foreign Language Academies and are not allowed to speak English, although you do understand it. Please also know that the staff at the host site is aware of these policies and will expect you to respond in your target language.

Students of the German Academy **may be dismissed for deliberate and/or repeated use of English or other languages not of the German Academy**. This has happened in the past, and may happen as late as the day of the closing ceremony. Please make sure you have the commitment to make the continual effort to use the target language at all times. We understand that this will be challenging in the beginning, and the Academy staff will do everything in their power to support you and ease the transition to fluency in the Academy language. Most students find the first three days to be the most challenging, after which it becomes easier and easier until using the Academy language is automatic. It is also normal for students to have some difficulties expressing themselves in English again after the closing ceremonies, and this is a positive sign that you have truly taken advantage of this unique opportunity to develop fluency in a second language. We promise that any difficulties with English will last only a few hours, whereas the skills you have developed in your target language will benefit you for a lifetime.

GENERAL PARTICIPANT INFORMATION

ACADEMICS: The courses that are offered during the Academy differ significantly from typical high school language courses and change from year to year depending upon the unique talents of the faculty. Although grades are not given during the Academy, you will receive feedback on your work and should be prepared for daily assignments.

Full-immersion students will have studied their languages for three or more years prior to arriving at the Academy. There will be some formal language classes, such as grammar and/or phonetics, but there will also be classes on a variety of other topics taught in the language of the Academy. A sample from previous Academies includes Art History, The Media, Immigration Issues, Excerpts from Literature, Popular Music, Film, etc.

If possible, students are commonly introduced to an additional language not normally taught in the schools. That language is chosen according to availability of proper instructors who must be able to speak the language of the Academy and use it to teach a third language.

ATTENDANCE: You are required to be present at all classes, activities, and events from registration on the opening day through the end of the closing ceremony. Any student who must leave the German Academy for any reason during this time will not receive his or her Academy certificate and should not indicate on college applications or résumés that he or she attended. BRIEF exceptions may be made in the event of a true family emergency. Please note that weddings and the like do NOT constitute family emergencies. **Students with known conflicts should immediately decline their invitation to attend so that an alternate may be invited.**

CLIMATE: Washington and Lee University is located in Lexington, Virginia. Although our residence halls, classrooms, and additional facilities are air-conditioned, it may be hot and humid during the day. Temperatures around 90 degrees Fahrenheit are common during July. Additionally, W&L rests in the Shenandoah Valley, which is known for its frequent and oftentimes unpredictable rain showers. We will be walking everywhere and will have recreation outdoors most days. Use the clothing advice below and the “What to Bring” list included in your individual Academy packet to choose appropriate items to pack.

CLOTHING: Clothing should be casual for classes, lectures, and most activities, but there are a few occasions for which you will be expected to dress up, such as in a dress, skirt, or nice pants outfit for females, or a dress shirt, tie, and possibly a blazer/jacket for males. Having at least two or more sets of exercise/gym clothes is highly recommended, as well as clothes for painting or other messy activities. Please bring a sweater and/or jacket, as air-conditioned classrooms may be cool. You will need to wear comfortable shoes; we will be walking to all activities. It is recommended that you bring over a week’s worth of clothes; laundry time is limited to free time as the schedule dictates. Due to the climate, we find that some students may want to change clothes several times during the day for various activities. Please keep in mind that you may have sports DAILY.

Please use the following guidelines when packing. There is a checklist (“What to Bring”) in your individual Academy packet that we suggest you follow closely. All clothing, including that for special occasions such as dances, should follow the guidelines below.

- Clothing should be neat, modest, comfortable, and appropriate.
- Shoes and shirts must be worn at all times.
- Shorts/skirts/dresses must be **at least fingertip length**.
- Spaghetti straps, bare midriffs, cleavage, exposed undergarments, offensive messages are not permitted.

- Outdoor temperatures are usually warm, so bring light, mostly casual clothing.
- Air conditioning keeps academic spaces chilly and warmer attire is recommended indoors (bring layers).

German Academy students should avoid clothing with English texts. Names of places or brand names are fine. You are encouraged to wear clothes that emphasize the German culture or language.

CORRESPONDENCE/COMMUNICATION WITH HOME: You will not have access to e-mail or telephones during the Academy, so we encourage parents and friends to send frequent letters via postal mail; this is the only contact Academy students will have with the outside world. You will be given time daily for correspondence and should bring an ample supply of paper or postcards and stamps, as well as an address book or pre-printed address labels. Parents may also send packages with snacks and other goodies from home. Keep in mind that any food items must be in sealable plastic or Ziploc containers. There are no mini-fridges for students, but there may be common refrigerators. Please mail all letters and packages via regular US Mail.

Inbound Mail:

Mail should be addressed as follows:
 German Academy 2018
 [Student Name]
 Washington and Lee University
 204 W. Washington St.
 Lexington, VA 24450

Outbound Mail:

There will be a drop-off mailbox in the student residence, where students may deposit outgoing letters.

German Academy students MAY write and receive letters in English, as an exception to the usual rule, and time will be set aside daily for correspondence. However, parents must not send magazines or other items in English, other than the actual correspondence or published religious materials.

Parents, we suggest that you send your first letter to your child a few days before the beginning of the Academy so that the students will have something waiting for them on the first day of the Academy. Students, you may even wish to send a postcard to yourselves.

E-mail: Students will NOT have access to e-mail during the Academy. Parents may e-mail general questions to their child's Academy director at the e-mail address below. Please keep in mind that Academy staff members are busy with students most of the time and allow at least 24 hours for a response to a non-emergency message.

VAGermanAcademy@gmail.com

Blog/ Photo Journal: Parents are encouraged to check out the academy blog while their children are at the academy.

<http://vagovernorsschool.com/GermanAcademy/blog/>

Telephone: Academy participants may not make or receive phone calls during the Academy, except in the case of a family emergency. However, parents/guardians may contact the Academy director via several telephone numbers that will be distributed at check-in. Parents may also e-mail the director using the Academy address provided above. Please note that the Academy office is not staffed during the day, as the director and staff are busy with classes and activities. Please allow at least 24 hours for non-emergency return calls. In an emergency, if you are not able to reach the director immediately, please contact the Public Safety desk on campus using the numbers on the website, which are as follows:

Director of Public Safety
Ethan R. Kipmes
ekipmes@wlu.edu
540-458-8400 (office)

Associate Director of Public Safety
Steve Tomlinson
stomlins@wlu.edu
540-458-8400 (office)

Public Safety Emergency Phone Number: 540-458-8999

Lexington Police Department: 540-463-9177

Students may not be in possession of a cell phone or other wireless communication devices at the Academy.

The German Academy seeks to promote community among its members, re-creating the culture of the target language. This means fostering an environment with limited distractions. Over the past 20 years, we have found that students appreciate the ability to concentrate on new relationships within the Academy community and leave behind, if only for a short time, the demands and interruptions that everyday life imposes. The relationships that students build at the Academies often last into adulthood and many participants keep in touch and participate in informal reunions for many years. We believe that cell phones impede the fundamental goals of the Academy experience. To that end, we expect students and parents to respect our community formation process by leaving cell phones and other wireless communication devices at home. This policy is often more difficult for parents to accept than for students, because they have become accustomed in recent years to being in constant contact with their children. Parents wishing more information about this policy should contact Lisa Harris at the Virginia Department of Education at 804-225-3666 or Lisa.Harris@doe.virginia.gov no later than Friday, June 2.

Visits: As you were advised in the original application materials, participants are not allowed to receive or make visits during the three-week session. Please understand that these guidelines are established to ensure that all participants derive maximum benefit from the program.

DAILY SCHEDULE: In order to let you make the most of your experience, every day, Monday through Saturday, will be filled with activities beginning with breakfast; classes until lunch; lectures, field trips, projects and recreation time in the afternoons; and dinner and evening activities that do not end until shortly before lights out. Sunday mornings are free, but the afternoons and evenings will be packed with activities.

Your Academy schedule and course descriptions can be found among the information included by your Academy director. Please take note of the highly-structured nature of a typical day at the Academies. There is very little free time and you are expected to participate in all classes and activities. Students who are accustomed to being independent sometimes have a difficult time adapting to this rigorous program during which they are under constant supervision by staff members. Please keep this in mind as you prepare to attend the Academy.

In addition to classes, you will learn traditional crafts and/or dances, get a taste of various ethnic culinary marvels, attend guest lectures, watch films and cartoons in the language, and even go on several field trips to learn more about your target culture and history. All of these activities are designed to enrich your learning experiences.

Afternoon activities will include a variety of group projects that you will work on consistently over the three-week period. These vary by Academy but often include video production, newspaper, theater, chorus/music, and the production of a digital souvenir that will be distributed to students at the end of the experience. Many of these activities will be highlighted during the closing ceremonies. Please refer to the attachments provided by your Academy director for this year's exact offerings.

DINING: Students and staff will eat together at on-campus dining facilities. Menus are often supplied at this location <https://www.wlu.edu/dining-services/menus/the-marketplace-menu>

Three meals will be provided daily according to the schedule published. You should make sure to choose a variety of healthy foods. However, it is important that dietary restrictions be listed on the information sheets and that you communicate your needs to the Academy staff.

EXPENSES: Tuition costs for the Governor's Academies are shared by the local school division or private school and the state. (Private schools may make alternate arrangements with parents for their share.) Therefore, the only expenses incurred by participants are for transportation to and from the Academy; expenses on campus (e.g., laundry and snacks); spending money for field trips; and the \$75 activities fee which covers the themed Academy-specific t-shirt, digital souvenir, and other items. Please send a check made payable to Washington and Lee University for the \$75 activities fee with the other attachments in this packet. Include the first and last name of the student and the Academy on the memo line of the check.

Students will need some spending money while on campus for incidentals such as laundry, snacks, and souvenirs. Experience has shown that \$50-\$75 should suffice. Please include about 1-2 rolls of quarters for washers and dryers; the cost per load is \$1.50 to wash and \$1.50 to dry.

The local hospital Emergency Department, located less than a mile from campus, is available 24/7 to assess and treat any urgent health problems of participants. Students are expected to be transported to the local hospital by taxi (at their expense) or by the Public Safety Department at W&L in non-emergency situations.

As a student and guest of W&L, you will be responsible for your own I.D. card and room key, which will be provided upon check-in. The I.D. card will enable you to obtain your meals and gain access to your residence hall. The room key will make your visit more secure. In the unlikely event that you lose either of these items, you will be charged for their replacement. The replacement fees are \$25 for an I.D. card and \$150 for a room key. Of course, you will also be responsible for any damage that you cause to property of the Academy, University, or other people.

FACULTY AND STAFF: The German Academy ratio of staff members to students is one to five. The Academy has a director, a lead teacher, two additional teachers, a lead resident advisor, and five additional RAs. The staff members are carefully selected and may include high school teachers, university professors, and other experts in the language, including several native speakers. The RAs are generally college students who are native or heritage speakers or are majoring in the language of the Academy, and many are former Academy students themselves. Because of the unique opportunity to teach and interact with the brightest and most motivated language students in the Commonwealth, faculty and staff members often return for multiple summers and many have a great deal of experience with the Academies.

The German Academy office is located in the Center for Global Learning. Faculty members and resident advisors are residing in dormitories with students. The Academy office telephone number will be distributed at check-in. Additional contact information can be found at the Academy website, <http://vagovernorsschool.com/GermanAcademy/>.

HEALTH: The students' health and well-being are of utmost concern to all staff members. Any illness, whether slight or severe, must be reported immediately to a member of the staff. The director will notify the parents and keep them apprised of the situation.

The W&L campus is less than a mile away from Carilion Stonewall Jackson Hospital in the case of an emergency.

As noted on Attachment E, parents are responsible for the payment of all medical and emergency services rendered, including transportation to medical facilities. Where medically advisable, ambulances will provide transportation to the hospital. However, in some emergency cases, students may be transported to the local hospital by W&L Public Safety officers.

Any and all medications (including over-the-counter drugs) must be in original containers and must not exceed the amount needed for the duration of the Academy. All medical information, including permission to use over-the-counter drugs, must be included on the attached Medical Forms. Neglecting to relay any medical or emotional conditions (as well as information about prescribed medications and/or allergies) could compromise your child's health and safety and would be grounds for dismissal from the Academy. Please also note that **students must be able to self-medicate**, as Academy staff are not allowed to dispense ANY medications to students.

If a student does not currently have health insurance, the parents should consider purchasing short-term coverage for the duration of the program.

RECREATION: Students will participate in organized recreation at the W&L Warner-Doremus Gymnasium, as well as the nearby athletic fields and common areas. State-of-the-art tennis courts are also an option, pending staff and schedule availability. Field trips, which may include trips to a lake or pool, are subject to the availability of local school buses for transportation. However, students should bring any basic portable recreational equipment that they already own: bathing suit, beach towel, sunscreen, insect repellent, water bottle, tennis shoes, comfortable walking shoes or hiking boots, and other items such as a Frisbee, football, etc. When packing clothing for recreation, keep in mind that you may have sports frequently and will have limited opportunities for laundry.

The Academy encourages physical fitness, and we know that some of our participants are serious athletes. However, while there is some time for organized recreation built into the schedule, it will not be possible to accommodate an athlete's rigorous training schedule. Any Academy student may sign up for supervised jogging on Monday through Saturday mornings before breakfast; however, you will not have access to sports facilities unless scheduled and accompanied by staff.

RELIGIOUS SERVICES: Interested students may attend religious services within close walking distance of the residence hall. Please know that selections are limited, although we will make our best effort to accommodate your needs. A teacher or RA who may also be attending services is required to accompany you. Students wishing to attend services must return the signed permission form (Attachment G), giving parental permission to attend services off-campus. This form also indicates which services are available.

German Academy students should also understand that although they may participate fully in the service through hymns, chants, or prayers (in English), they continue to be under oath to speak only the language of the Academy when not attending religious services.

RESIDENCE HALL: Male and female students will live in separate wings or floors in the residence halls. They will be able to meet only in common meeting areas. Teachers and RAs will live in the dorm with you and will be available at all times. Specific regulations will be discussed upon arrival.

Students will live in completely furnished double rooms. The residence halls are air-conditioned and rooms are comfortably spacious. Rooms are furnished with **twin beds, desks, dressers/closets, and an overhead light**. You may also want to bring photos from home or other decorations for your rooms. Basic cleaning services for public areas will be offered by the program; however, students are required to keep their rooms clean and might wish to bring cleaning materials with them.

Please feel free to bring snack foods and drinks to save spending money on site. All food must be kept in sealable containers (Ziploc bags, airtight containers, etc.). Rooms are not equipped with personal refrigerators, so do not bring items that need refrigeration.

Laundry facilities are located in residences. Students should bring one to two rolls of quarters and a supply of laundry detergent.

STUDENT CONDUCT: We are fortunate to serve the brightest and most motivated language students in Virginia, and all of you have been highly recommended by your teachers and schools. Therefore, disciplinary infractions are rare and 98-99 percent of you will finish the program with no problems. In all cases of disciplinary issues or concerns, parents will be informed as soon as possible.

The academy director, staff, and the host site program coordinator may exercise disciplinary measures, including dismissal from the Academy, after giving the student notice and an opportunity to present his or her version of what occurred. This informal hearing will be held as soon as possible after the alleged misconduct. In the case of any student whose presence is deemed to pose a danger or threat to persons or property, or whose behavior creates an ongoing disruption to the Academy, the student may be removed from the Academy immediately. Dismissal must be approved by the program coordinator, director, and DOE foreign language specialist.

If you are dismissed from the German Academy prior to the closing, we are required to notify your public school division superintendent or private school headmaster and will send copies of the dismissal letter to your public school principal, your nominating teacher, and your parents. Your local school may take additional disciplinary actions, at its discretion. Students that have been dismissed will not receive an Academy certificate and should not indicate their attendance on college applications or résumés.

You are expected to follow all rules and guidelines set forth in these materials, as well as any additional guidelines given out during the Academies. Due to the highly structured nature of the program, we would like you to be aware of the following rules in advance:

You are expected to:

- Dress appropriately
- Be on time (don't hold back your group and delay the next group);
- Be prepared (bring whatever you need for classes/activities);
- Show respect and consideration to others;
- Follow all Academy rules, regulations, and procedures, and comply with faculty and staff instructions
- Maintain a positive attitude and contribute positively to the community spirit of the Academy;
- Be responsible for belongings, especially the ID/access card which is \$25 to replace.
- Carry your ID card at all times.
- NEVER be in rooms or on halls of the opposite sex;

- Not go anywhere outside of the residence hall without a staff member;
- Not use telephones or e-mail;
- Sign up in advance for certain activities (ex., to attend religious services or to go jogging);
- Turn off the lights at lights-out (tentatively 10:00 p.m.); and
- Cross streets at an intersection on the green light (no jay-walking!) or where there is a crosswalk.

SUPERVISION AND SECURITY: Students are accompanied by staff members at most times when moving about the campus and when in the common areas of the residence hall. A “Rule-of-Three” applies when students are not in the company of a staff member.

Students must report any health, safety, or misconduct concerns (whether the behavior involved them, or they witnessed it, or even just heard about it) (including but not limited to discrimination, harassment, suspected crimes, or any type of inappropriate conduct by other students, program staff or others on campus) to the director of the academy, program coordinator, and/or Washington and Lee Department of Public Safety as soon as possible after becoming aware of the concerns.

Parents can access the Public Safety Director and Assistant Director’s office phone numbers, as well as the phone number for Washington and Lee University’s Public Safety 24/7 hotline, on the 2018 Governor’s German Academy website.



Die Deutschakademie des Gouverneurs

Anja Moore, Direktorin

Washington and Lee University, May 2018

Liebe Akademieschüler,

erst einmal herzlichen Glückwunsch zur Aufnahme an der Deutschakademie 2018. Unser Akademierteam freut sich sehr auf unsere Zeit zusammen, und wir sind schon fleißig am Planen und Vorbereiten. Die Deutschakademie ist eine der besten Möglichkeiten, hier in Virginia mit anderen High-School Schülern eure Deutschkenntnisse zu erweitern und mit gleichgesinnten Jugendlichen in die deutsche Kultur und Sprache einzutauchen. Wir werden keinen Aufwand scheuen, um Euch eine einzigartige und authentische Erfahrung zu bieten. Drei Wochen lang werden wir wie eine große Familie zusammenleben und unter dem Motto *“Zusammen sind wir einfach besser“* wunderbare Erfahrungen sammeln, viel Spaß haben, aber vor allem auch unglaublich viel lernen.

Während der Akademiezeit gibt es natürlich Unterricht, wo ihr die Gelegenheit haben werdet, viel mehr über Deutschland, aktuelle Themen und Traditionen, Geschichte, Filme, moderne Musik und alte Legenden zu lernen. Aber das ist noch lange nicht alles! Wie auf einem deutschen Gymnasium habt ihr auch noch die Möglichkeit eine zweite Fremdsprache zu erlernen. Dieses Jahr wird das Russisch sein. Am Nachmittag gibt es bei uns auch Arbeitsgemeinschaften (AGs), wo ihr deutsch kochen und backen lernt, wo ihr wandern geht, an einem Handarbeitskurs teilnehmen, Sport treiben, kreativ schreiben und vieles mehr machen könnt.

Jetzt sind es nur noch wenige Wochen bis zum Akademieanfang und es ist wichtig, dass ihr euch sehr gut auf die Akademie vorbereitet. Lest euch bitte alle Informationen gut durch und sendet die ausgefüllten Formulare pünktlich an mich zurück.

Das Akademierteam von vier Lehrern und sechs Betreuern möchte, dass eure Zeit hier unvergesslich wird. Schnell werdet ihr Freunde finden und mit ihnen zusammen viel lernen, denn: **Wir sprechen nur Deutsch!**

Nochmals ein herzliches Willkommen von unserem Lehrer- und Betreuer team. Wir freuen uns auf euch. Wenn ihr Fragen habt, dann schreibt bitte direkt an mich.

Viele Grüße,
Anja Moore, Direktorin
VAGermanAcademy@gmail.com

DETAILED ARRIVAL AND DEPARTURE INFORMATION FOR PARENTS AND STUDENTS

Schedule for June 23:

- 12:00 p.m.-
2:00 p.m. Arrival at housing facilities W&L, registration, check-in
- Please see attachment M for directions and a campus map.** Directions and other maps can also be obtained from the W&L website at: <http://www.wlu.edu>
- 3:00 p.m. Opening Ceremony for parents and students in the Wilson Concert Hall of the Lenfest Center.
- 3:45 p.m. Parents say “Auf Wiedersehen”
- 4:00 p.m. Meet the Lehrer and Betreuer
- 4:15 p.m. Campus Tour, Icebreakers and Activities
- 5:00 p.m. Rules and Procedures
- 6:00 p.m. Dinner
- 7:00 p.m. Rest, unpack, get to know your roommate(s) and RAs
- 8:30 p.m. Door Decorating Contest
- 9:30 p.m. Rest, socialize, write letters
- 10:30 p.m. Lights out

Schedule for July 14:

- 9:30 a.m. - Parents arrive on campus and report directly to the Closing
- 11:00 a.m. Ceremony for the German Academy in the Concert Hall of the Lenfest Center.
(Students will not be permitted to speak English until after the German Academy closing ceremony)
- 11:00 a.m.-
- 1:00 p.m. Parents and students report to housing facilities to check out.

EIN TYPISCHER TAG AN DER AKADEMIE (Montag-Samstag)

8:15 – 8:45	Frühstück (zusammen)
9:55 – 12:05	Unterricht (3 Unterrichtsstunden mit Pausen an sechs Tagen in der Woche)
12.15 – 13:00	Mittagessen (zusammen)
13:05 – 14:00	Fremdsprache/ Projektzeit
14:05 – 14:50	Kurze Pause/ Freizeit/ Post
15:00 – 16:30	Arbeitsgruppen (AGs)
16:45 – 17:50	Sport (Fußball, Volleyball, Federball, Frisbee, Tennis, Spiele in der Sporthalle, Schwimmen, Tanzen, Rasenspiele)
18:00– 18.45	Abendessen (zusammen)
19:00 – 21.30	Abendprogramm (Tanz, Spiele, Filme,...) Seminare usw.
21.45 – 22.30	Zimmerzeit: Zeit, sich zu unterhalten, ins Tagebuch/Briefe schreiben, und sich Bettfertig machen (die Schülerinnen und Schüler bleiben in ihren eigenen Zimmern!).
22:30 nächsten Morgen!)	Licht aus! (Die Schülerinnen und Schüler bleiben in ihren eigenen Zimmern bis zum

EIN TYPISCHER SONNTAG AN DER AKADEMIE

8:30 – 9:00	Frühstück (zusammen)
9:00 – 12:00	Freizeit/ Kirche/ Sport
12.15 – 13:00	Mittagessen (zusammen)
13.00 – 17:50	Besondere Aktivitäten/ Spiele/ Sport usw.
18:00– 18.45	Abendessen (zusammen)
19:00 – 20:30	Domzeit
20:45 – 21:30	Abendprogramm (Tanz, Spiele, Filme, Seminare usw.)
22:15	Zimmerzeit
22:30	Licht aus!

ACADEMY RELATED INFORMATION

Staff

- 1 Director
- 1 Lead Teacher
- 1 Lead Resident Assistant
- 2 Teachers
- 1 Teacher's Assistant

- 4 Resident Assistants (RAs)

Classes:

- Teacher-student ratio of 1-15
- 15 classes (55 minutes each) per week
- 4 different subjects

Special events

- Internationaler Bazaar
- Talentschau
- Wiener Café (Reunion)
- Fußballturnier
- Internationaler Tanz
- Ausflüge (subject to availability of buses and weather)
- Abschlußball (Party)

Quiet time:

- Quiet time will be enforced every evening beginning at **10:00 p.m.** and the lights must be out at **10:30 p.m.**
- Specific dormitory regulations will be discussed upon arrival.

Curriculum:

Unterrichtsfächer

Auf zu neuen Ufern!

Frau Bettina Hoeninger

Während viele deutsche Familien seit Generationen in der gleichen Stadt leben, hat es über die Jahrhunderte immer wieder Auswanderungswellen gegeben. Viele dieser Menschen sind in die heutige USA eingewandert. Warum haben sie ihr Land verlassen? Wie sind sie gereist? Wie sah das Leben in der neuen Welt aus? Wie ging es für die Gruppe der deutschen Immigranten weiter? Welche Deutschen wandern heute in die USA aus und wollen sie für immer bleiben? Diese und viele andere Fragen wollen wir in einem Projekt beantworten, das euch gleichzeitig befähigen wird, innovative Präsentationstechniken zu erlernen und anzuwenden.

Von Helden und Legenden

Herr David Benson

Wir sind Helden in einem Land der Legenden. In alten Zeiten gab es in Deutschland Mythen der Guten und der Bösewichter. Zu den modernen Helden zählen die Fußballstars des 20. und 21. Jahrhunderts. Wie würde heutzutage eine Schlacht der Titanen aussehen? Komm in das Stadion des Gefechts und sieh für dich selbst.

Einstieg in die Welt der Krimis

Herr Douglas Tibbett

Fasziniert von Intrigen, Geheimnissen und unerwarteten Ereignissen? Dieser Kurs ist eine Einführung in das Genre der deutschen Kriminalromane und -filme. Wir lesen wichtige Beispiele aus der Welt deutscher Krimis und analysieren das Verhältnis von Detektiv und Verbrecher, Ordnung und Gewalt, Gericht und Polizei. In diesem Zusammenhang untersuchen wir die Komplexität menschlicher Handlungen und der Geschichte Deutschlands. Am Ende werden wir alles, was wir gelernt haben in unserem eigenen Krimi darstellen.

Erste Schritte zur russischen Sprache

Daniel Sheaffer

In diesem Kurs gibt es eine ganz kurze Einführung in die russische Sprache. Am Ende des Kurses werdet ihr das kyrillische Alphabet kennengelernt haben und ihr könnt kurze Gespräche auf Russisch halten. Mit Liedern und kurzen Videos tauchen wir auch ein bisschen in die russische Kultur ein, und ihr werdet etwas über die Geschichte und Kultur Russlands erfahren.

Arbeitsgruppen (AGs)

Hauptstadtclub

Ja, das ist Berlin. Berlin ist bunt. Berlin ist multi-kulti. Berlin ist lecker. Berlin ist schön in seiner Hässlichkeit. In Berlin ist für jeden Platz und jederman ist willkommen hier. Lernt über eine Stadt wie keine andere durch Mukke, Mauer, Kunst, und Kost.

E-Buch und Filme drehen Hier sammeln und dokumentieren wir mit Hilfe visueller Medien die Ereignisse der 3 Wochen an WLU, die am Ende in einer digitalen Form zusammengefasst werden. Das E-Buch wird zur Erinnerung an eure Akademiezeit dienen. In dieser AG werden wir auch so viel wie möglich filmen (verschiedene Aktivitäten, Sport, Ausflüge, usw.) und jede Woche die Höhepunkte in einer kurzen Reportage vorstellen. Wir werden auch verschiedene Aspekte der

Akademien als Inspiration verwenden, um kleine Sketche zusammenzustellen, die wir am Ende einem Publikum vorführen.

Radio der Deutschakademie Wolltet ihr schon immer mal gerne im Radio sein? WLU hat seinen eigenen Sender und wir sind eingeladen, ein paar Programme aufzunehmen. Hier ist eure große Chance, ein Star zu sein. Interviews machen, Witze erzählen und Musik aussuchen sind nur ein paar Methoden, in dieser AG kreativ zu sein.

Kreatives Schreiben und Bloggen In dieser AG werden wir kurze Geschichten und Gedichte verfassen, die wir später für unseren Akademieblog und die Radiosendung benutzen werden.

Backen und Kochen In dieser AG werden wir gemeinsam deutsche Spezialitäten backen und kochen. Ihr werdet entdecken, dass es nicht nur Bratwurst und Sauerkraut gibt. Es gibt viele leckere Gerichte, die ihr noch nicht kennt und ihr werdet sehen, dass Deutschland multi-kulti ist, was sich auch in seiner Küche auswirkt. Wie wär's mit einem Döner?

Wandern und Klettern Lust auf Ruhe und Natur? Da bist du in dieser AG richtig. Hier kann man in aller Stille die Umgebung von WLU erkunden. An manchen Tagen werden wir die Wälder der Universität entdecken und uns schön besinnlich und leise auf den Weg in die Natur machen. An anderen Tagen geht's auf zur nahen Kletterwand. Bringt festes Schuhwerk mit und los geht's, auf in die Natur!

Basteln, Kunst und Handarbeiten Für die Handarbeitsfreaks gibt es hier Einiges zu tun. Bei dieser AG habt ihr Gelegenheit etwas zu basteln, zu zeichnen oder eine Handarbeit wie Stricken oder Häkeln zu erlernen. Hier produzieren wir unsere Waren für den Internationalen Markt. Talent oder nicht – hier kann man kreativ werden!

Singen und Musizieren Wer gerne singt oder ein Instrument spielt, ist bei dieser AG richtig. Hier könnt ihr alte deutsche Volkslieder, Schlager oder moderne Lieder lernen. Bringt eure Instrumente und Stimmen und lasst uns zusammen musizieren!

Volkstänze aus dem deutschsprachigen Raum Diese Arbeitsgemeinschaft ist für Schüler, die Spaß an traditionellen Tänzen wie Siebenschritt, Hammerschmiedegesell, Sternpolka, Schuhplattler und Tanz um den Maibaum haben. Authentische Dirndl und Lederhosen werden gestellt. Die Gruppengröße soll 16 nicht überschreiten.

Rezitieren In dieser AG benutzen wir Gedichte, um unsere deutsche Aussprache zu verbessern. Wir schauen uns Poesie verschiedener deutscher Schriftsteller an und werden sie mit Hilfe unserer Stimme interpretieren und vortragen.

Sport und Spiel

Fußball Die Deutschakademie hat 2017 die Inter-Akademie-Cup gewonnen und wir müssen den Pokal dieses Jahr verteidigen. Packt eure Fußballschuhe ein, bringt viel Energie und Leidenschaft mit, denn Fußball macht Spaß, und wir brauchen wieder eine starke Mannschaft. Wir wollen wieder gewinnen, aber es gibt bis dahin viel zu tun.

Tennis Wenn ihr schon Tennis spielen könnt oder es gerne lernen möchtet, seid ihr bei der Deutschakademie richtig. Wir treffen uns zu freundlichen Spielen, wie Einzel, Doppel, und Gemischtes Doppel. Bringt euren Tennisschläger und dann geht es los: Punkt, Satz, Spiel.

Schach Wolltet ihr schon immer einmal die fundamentalen Regeln des Schachspielens erlernen? Oder seid ihr schon Schachprofis? Egal, in dieser AG könnt ihr eure Fähigkeiten verbessern oder euch mit anderen messen. Das Lernen kommt hauptsächlich durchs Spielen.



Die Deutschakademie Des Gouverneurs

Anja Moore, Direktorin

CHECKLIST

In order to make all necessary arrangements prior to your arrival at the German Academy, the items listed below, along with this checklist as cover page, must be returned and postmarked no later than Friday, **May 25, 2018**. Please send items to:

Full name of participant: _____

- 1. Check for **\$75** for student activity fees payable to **Washington and Lee University** with student's name and German Academy on the memo line
- 2. **Read** Policies and Expectations Agreement – Attachment A
- 3. **Signed** Authorization and Waiver of Liability Form – Attachment A(1)
- 4. **Signed** Permission for Field Trips and other Activities – Attachment B
- 4. **Signed** Computer and Internet Use Agreement – Attachment C
- 5. **Signed** Image Use Agreement – Attachment D
- 6. **Signed and completed** Medical Information Forms (4 pages), including a photocopy of the medical insurance card and immunization record – Attachments E
- 7. **Completed** Special Dietary Needs and Restrictions, if applicable – Attachment F
- 8. **Signed** Permission to Attend Religious Services Form, if applicable – Attachment G
- 9. **Completed** "Fragebogen" – Attachment H
- 10. **Signed** Parent(s)/Guardian(s) Statement of Understanding – Attachment I
- 11. **1 current color photo** any size with name on back (will be returned at the end of the program)
- 12. **1 childhood photo** (age 3-5) any size with name on back (for bulletin board, will be returned at the end of the program if you want it)
- 13. My parents will submit press release to a local newspaper (optional) – Attachment J
- 14. I have given the invitation to the Wiener Café to my German teacher – Attachment K
- 15. **Remember to include this checklist when sending back your completed forms!**
- 16. Mail completed package by 5/25/18 to: **Anja Moore (Director); 254 Maple Road; Maple, NC 27956**

WASHINGTON AND LEE UNIVERSITY 2018 Governor's German Academy

EXPLANATION OF POLICIES AND EXPECTATIONS

Governor's Academy participants are expected to be of unquestionable character and to be responsible and mature members of the high school community. They recognize that respect for others is essential for people who wish to live together in a wholesome environment. This attitude, coupled with each participant's personal integrity, is of utmost importance for students who will share a campus, including facilities, dining halls, classes, field trips, and other Academy activities for an extended period.

Participants in the Governor's Foreign Language Academies are guests of the Virginia Department of Education (VDOE), the local school divisions that they represent, and host universities where the Academy programs are held. Respect for the personnel and the property of the host campus is expected and rules specific to that site may be attached to this document.

I. Responsibilities

It shall be the primary responsibility of students to maintain a climate of mutual respect and trust in order that the dignity of the individual be protected and the pursuit of opportunities for each student may be realized. It shall be the responsibility of the Academy directors and others to whom disciplinary authority is delegated to be consistent and uniform in the application of all policies and regulations.

II. General Rules

While participating in any activities as part of the Governor's Foreign Language Academies, no student shall violate laws or rules and expectations of the Academies. The following list of conduct violations is not meant to be all-inclusive. The Academy director or program coordinator may invoke disciplinary measures for conduct not listed, but which, by common understanding, a student would know or reasonably should have known would be detrimental to the maintenance of good order and/or the academic process. **Infractions of such rules will result in disciplinary action and may result in immediate dismissal and possible prosecution under the law.**

1. All students are responsible for the care and preservation of their rooms, study areas, and other residence hall facilities. Damage to school property, including lost room keys or identification cards, will be repaired or replaced at the expense of the student causing the damage.
2. All students are expected to participate in **all** activities of the Academy, including meals, classes, evening programs, etc. Class attendance is required except as excused by medical personnel or the Academy director.
3. Students are not allowed to ride in personal vehicles at any time.
4. Students may not have cars, motorcycles, bicycles, skateboards, rollerblades, scooters or other vehicles on campus or in the local area during the time the Academy is in operation.
5. Use of the telephone is unauthorized at the Governor's Foreign Language Academies, since outside contact disrupts the intent to maintain a foreign language environment. **Students may**

not use cell phones or other wireless communication devices or have them in their possession during the Academy. Parents will be given contact numbers for the Academy directors in case of emergencies.

6. Students of full-immersion Academies (French, German, and Spanish) must speak the language of the Academy at all times and in all situations, with the exception of communication with medical personnel, law enforcement officials, and other instances defined on page 5 of this packet. Willful or consistent violations of this rule will result in dismissal from the Academy.
7. Students must remain within areas specified for their use on the host campus and abide by the rules set forth for these areas, such as swimming pools, sports fields, etc. This includes restricted boundaries for field trips and other activities off campus.
8. Students must abide by the curfews established by the Academy director. Absence from the campus without the director's prior approval, absence from one's assigned room in the residence hall after curfew, visiting under any circumstances a hall or area not assigned to the Academy, visiting rooms in a residence area assigned to the opposite sex, and harboring guests and visitors may result in immediate dismissal from the Academy.
9. Cheating, plagiarism, forgery, lying, stealing, or any other acts of dishonesty shall not be tolerated. This includes unauthorized or illegal use of computers or computer networks and violations of the host university's computing and acceptable use policies. Access to computers will be arranged by the Academy staff for Academy-related activities only. Students may **not** have personal laptop computers, tablets, or any other similar device for communication in their rooms or in their possession.
10. Gambling in any form is prohibited.
11. Students shall not behave in a disorderly, reckless, disturbing or inappropriate manner or in any other manner interrupt or disrupt the operation of the Academy and its activities.
12. Discrimination, harassment, or retaliation in violation of the host university's policies on such misconduct based on the protected categories of race, color, religion, national or ethnic origin, sex, gender identity, sexual orientation, age, disability, veteran's status, and genetic information, is prohibited, as is other bullying or harassing conduct not based on any of the protected categories under those policies.
13. Sexual misconduct, as defined and addressed under the host university's policies on sexual misconduct and relationship violence, is prohibited.
14. Students shall not fight or display or contribute to aggressive behavior that is disruptive or dangerous.
15. Students shall not injure, deface, or destroy the property of the Academy, the host site, or the property of others.
16. The parents of students who require prescription and/or over-the-counter medications must inform the Academy director. Prescription and over-the-counter medications must remain in the possession of the student for whom they have been prescribed, and students must be able to self-medicate. Dispensing prescription medications to others for whom they were not prescribed will result in immediate dismissal from the Academy.

III. Violations of the Virginia Code Resulting in Immediate Dismissal from the Academy and Possible Prosecution under the Law

Students who do not observe the following laws as well as others cited in the Virginia Code or the United States Code **will be dismissed immediately from the Academy and will be subject to prosecution under the law.**

1. Possession of Tobacco Products - VA Code Section 18.2-371.2 and related sections

No person under eighteen years of age may lawfully purchase or possess any tobacco product including but not limited to cigarettes and cigars.

2. Possession of Alcoholic Beverages – VA Code Section 4.1-305 and related sections

No person under twenty-one years of age may lawfully purchase or possess alcoholic beverages.

3. Possession of Legally Controlled Substances (Drugs, etc.) – VA Code Sections 18.2-250 and 18.2-250.1

The possession, use, distribution, manufacture or sale of legally controlled substances is prohibited. The possession of paraphernalia in conjunction with drugs or drug residue is prohibited.

4. Possession of Firearms and Weapons – VA Code Section 18.2-308.1

Possession of a firearm, stun weapon, or other weapon on school property is prohibited. School property is interpreted to include the Academy site because it is administered by the Virginia Department of Education.

5. Tampering with a Fire Alarm – VA Code Section 18.2-212 and related sections

Any person, who without just cause, calls or summons, by telephone or otherwise, any ambulance or fire-fighting apparatus, or any person who maliciously activates a manual or automatic fire alarm in any building used for public assembly or for other public use, including, but not limited to, schools, theaters, stores, office buildings, shopping centers and malls, coliseums and arenas, regardless of whether fire apparatus responds or not, shall be deemed guilty of a Class 1 misdemeanor.

IV. Enforcement of Rules

Academy directors, personnel, and/or the program coordinator may exercise disciplinary measures, including dismissal from the Academy, after giving the student notice of the charges against him/her, and, if he/she denies them, an explanation of the facts as known to Academy personnel and an opportunity to present his/her version of what occurred. This informal hearing will be held as soon as possible after the alleged misconduct. In the case of any student whose presence is deemed to pose a danger or threat to persons or property or whose behavior creates an ongoing disruption to the Academy, the student may be removed from the Academy immediately, and the notice, explanation of facts, and opportunity to present his/her version shall be given as soon as practicable thereafter.

If a student is dismissed from an Academy, a letter will be sent to the superintendent of the public school division or headmaster of the private school, with copies to the parents of the student, the nominating teacher, and the principal of the public high school that nominated the student for participation. Please be aware that local schools may take additional disciplinary actions, at their discretion. Students that have been dismissed should not indicate on college applications or résumés that they attended the Governor's Foreign Language Academies. Should a student leave an Academy at any time before the end of the program, regardless of the reason, **no certificate will be awarded.**

**WASHINGTON AND LEE UNIVERSITY
2018 Governor’s German Academy
WAIVER OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT UNDER POLICIES AND
EXPECTATIONS**

In consideration of me/my child being allowed to participate in the 2018 German Academy at Washington and Lee University (“the Program”), I/we RELEASE, AND AGREE TO INDEMNIFY AND HOLD HARMLESS, Washington and Lee University, its trustees, officers, agents, employees, and all others acting on their behalf, from any and all responsibility or liability for injuries or damages resulting from, or in any way arising out of or connected with my/my child’s participation in all Program-related activities, unless they are grossly negligent.

I understand that for the duration of the Program, I/my child will be required to abide by all program policies, rules and expectations (a copy of which have been provided to me and which I have read and understood), as well as directives from Program officials, and policies of Washington and Lee University applicable to campus visitors, including, but not limited to, computing and internet acceptable use policies, and policies on prohibited discrimination, harassment, retaliation, sexual misconduct, and relationship violence. I understand and agree that for the duration of the Program, I/my child will be prohibited from consuming, possessing, distributing, or otherwise using cigarettes, alcohol, or drugs (other than over-the-counter medications provided by parent/guardian AND prescription medications lawfully prescribed by the child’s health care provider).

I represent myself/my child to be able, with or without reasonable accommodation, to participate in all Program activities and I voluntarily assume all risks associated with Program activities. Should I/my child require any medical treatment while participating in the Program, I grant the University (through any of its faculty, staff, or other authorized representatives) full authority to obtain or provide emergency hospitalization, surgical or other medical care, all at my expense. I understand that Washington and Lee University does not take direct responsibility for the payment of such medical expenses, but that the University will provide short-term camp accident and medical insurance for student participants who do not have existing coverage.

I agree that this Waiver of Liability and Assumption of Risk Agreement, and all other aspects of me/my child’s participation in the Program, are governed by the laws of the Commonwealth of Virginia and that any lawsuit, mediation, or arbitration arising out of or relating to my participation in this activity/program must be filed or entered into in Rockbridge County, VA.

I, and my parent(s) or guardian if I am a minor, have read, understood and accepted the terms and conditions stated herein and acknowledge that this agreement shall be effective and binding upon myself, my heirs, assigns, personal representative and estate and all members of my family. As parent(s) or guardian of a minor, I give permission for my child to participate in all Program-related activities.

Signature of Participant _____ Date _____

Participant’s Name (Print) _____

Printed Name of Parent/Guardian _____ Date _____

Signature of Parent/Guardian (if Participant is under 18) _____

**Summer Residential Governor’s School and Foreign Language Academy
Waiver Request for Extra-Curricular Activities Fees
Summer 2018**

In addition to the instructional activities associated with the main focus or content area of Virginia’s Summer Residential Governor’s Schools and Foreign Language Academies, students are provided the opportunity to participate in extra-curricular activities and events that enrich their summer program. Such activities and events may consist of field trips, local cultural activities, or educational related programs and usually occur on evenings and weekends throughout the summer, outside of the regular Governor’s School or Foreign Language Academy program. These activities typically provide team building opportunities, creative endeavors, community and regional insights, and recreational outlets. Each Summer Residential Governor’s School and Foreign Language Academy collects extra-curricular fees to support these enrichment opportunities to enhance students’ summer experience and/or to provide keepsakes such as customized T-shirts, digital yearbooks, and other Academy specific memorabilia.

These extra-curricular activities fees may be waived or reduced for economically disadvantaged students and those students whose families are undergoing economic hardship and are financially unable to pay. Criteria that may be considered in waiving or reducing extra-curricular activities fees include, but are not limited to, families receiving unemployment benefits or public assistance, including Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Supplemental Security Income (SSI) or Medicaid, foster families caring for children in foster care; or families that are homeless. Student eligibility for free or reduced priced meals may be considered as well.

To receive this waiver, a parent or guardian is required to sign this form and provide proof of eligibility by attaching a copy of the Notification of Eligibility letter for free or reduced priced meals provided to you by your school or documentation to support receipt of TANF, SNAP, SSI, Medicaid, unemployment benefits, foster care services, or other documentation of eligibility.

Please complete the form below and return it along with your Notification of Eligibility for free or reduced priced meals or documentation to support receipt of TANF, SNAP, SSI, Medicaid, unemployment benefits, foster care services, or other documentation of eligibility to the director of the program to which your child was accepted. Questions about the waiver or reduction of fees for eligible students may also be addressed to the program director.

Attached is a copy of the Notification of Eligibility letter for free or reduced priced meals.

Attached is a copy of documentation to support receipt of TANF, SNAP, SSI, Medicaid, unemployment benefits, foster care services, or other documentation of eligibility.

I give my permission for my eligibility status for free or reduced price meals, TANF, SNAP, SSI, Medicaid, unemployment benefits, foster care services or other documentation to be used only for the Summer Residential Governor’s School or the Foreign Language Academy to which my child was accepted.

I understand that I give up my rights to confidentiality for this specific purpose only.

Student’s Name _____
PRINT NAME

Parent/Guardian’s Name _____ DATE _____
PRINT NAME

Parent/Guardian’s Signature _____ DATE _____
SIGNATURE

WASHINGTON AND LEE UNIVERSITY 2018 Governor's German Academy

PARENT/GUARDIAN PERMISSION FOR FIELD TRIPS AND OTHER ACTIVITIES

Over the course of the Governor's Foreign Language Academy Program, students will have the opportunity to participate in various field trips and other activities. Please sign below acknowledging that it is your responsibility to follow all rules and guidelines set for your safety when participating in these activities:

Signature of Academy Participant

Date

Printed Name of Student

PARENT OR GUARDIAN AUTHORIZATION AND WAIVER OF LIABILITY

I hereby grant permission for my son or daughter, _____, to participate in the following activities:

I. Water-Related Activities

- a. Swimming in the swimming pool at the host site for this Academy.
- b. Excursion to a river, lake, or state/national park which may involve lake swimming.

_____ I do not wish for my son or daughter to participate in water-related activities.

_____ **Please note:** My child is a NON-SWIMMER.

II. Other Activities

- a. Use of the sport and/or exercise facilities and equipment at Washington and Lee University.
- b. Participation in field trips and other program activities accompanied by a staff member.
- c. Participation in field trips which will involve charter bus transportation.

I confirm and certify that my child has no medical or health-related condition that would preclude or otherwise render inadvisable his/her participation in any of the activities for which I have granted permission. I understand that participation in these activities carries with it a certain amount of risk that I am willing to accept as a condition of my child's being allowed to participate in this program. I hereby release and otherwise agree to hold harmless Washington and Lee University and any of its officers or employees from any claims stemming from my child's participation in this program.

Signature of Parent or Guardian

Date

**WASHINGTON AND LEE UNIVERSITY
2018 Governor's German Academy**

COMPUTER AND INTERNET ACCEPTABLE USE POLICY

Purpose:

To provide procedures for the appropriate use of computers at the Governor's Foreign Language Academies.

General principles:

The Academy provides computer equipment and services for academic purposes only. Academic purposes include those purposes directly related to an Academy assignment. Access to the Internet is provided to improve learning and teaching through research, collaboration, and use of materials and resources. Access to the Academy computers carries responsibility for the proper use of the computing facilities. The Academy recognizes that most students are responsible and thoughtful users. The actions of a few irresponsible users, however, can disrupt and interfere with the rights of all users.

Procedures:

Computer users must abide by the rules set forth. Inappropriate use may result in termination of computer privileges, disciplinary action, and/or other actions determined appropriate, including legal action.

The following are non-exclusive examples of computer and network use infractions that are **prohibited** for students:

1. Using the computer for purposes other than academic purposes.
2. System tampering (any unauthorized alteration of operating systems, individuals' accounts, software, and/or other programs).
3. Obtaining or using obscene, vulgar, abusive, or inappropriate language, pictures, or other material.
4. Knowingly introducing viruses.
5. Vandalism, including equipment damage and willful tampering of data or software.
6. Attempting to decrypt passwords.
7. Attempting to gain unauthorized higher level of network privilege and access.
8. Attempting to gain unauthorized access to remote systems.
9. Deliberately interfering with other users.
10. Attempting to libel, slander, or harass other users.
11. Unauthorized copying or transferring of copyrighted materials, including, but not limited to music, movies or videos, or any other violation of copyright laws.
12. Placing copyrighted material on the network without permission of the author.
13. Plagiarizing, this is the taking of someone's words, ideas, or findings and intentionally presenting them as your own without properly giving credit to the source.
14. Using the computer for illegal activities.
15. Using commercial advertising or chain letters.
16. Using e-mail without the director's or a teacher's permission.

**WASHINGTON AND LEE UNIVERSITY
2018 Governor's German Academy
COMPUTER AND INTERNET AGREEMENT**

STUDENT USER AGREEMENT AND PARENT PERMISSION FORM

As a user of computers and Internet services provided by the Governor's Foreign Language Academies and Washington and Lee University, I agree to comply with the stated Computer and Internet Acceptable Use Policy of the Governor's Foreign Language Academies. I understand that violations of this policy may result in a loss of access to the Academy computers and Internet services as well as other disciplinary or legal action.

Printed Name of Student

Signature of Student

Date

As the parent or legal guardian of the student signing above, I hereby grant permission for my son or daughter to use the computers and Internet services provided by Washington and Lee University for the Governor's Foreign Language Academies. I have read the stated Computer and Internet Acceptable Use Policy and understand that individuals and/or families may be held liable for violations of this policy. Violations may result in a loss of access to the Academy's computers and Internet services as well as disciplinary or legal action. Acknowledging that some materials on the Internet may be objectionable, I accept the responsibility of helping to convey appropriate standards for my son or daughter to follow when selecting, sharing, or exploring information and media.

Signature of Parent or Guardian

Date

**WASHINGTON AND LEE UNIVERSITY
2018 Governor's German Academy**

**STUDENT RELEASE FORM FOR USE OF
PHOTOGRAPH, IMAGE, VOICE, PERFORMANCES AND APPEARANCES**

During this session of the Governor's Foreign Language Academies, many photographs and videos of students will be made during their activities. Many of these pictures will be included on the Academy memory DVD. Some photos and videos could appear on the Governor's Foreign Language Academy Web site posted by the Virginia Department of Education or on materials or Web sites prepared by Washington and Lee University. Students will also be asked to evaluate and comment on the program, and some of their quotes may be used as well. For security reasons, only the first names of students or no names will be used in the description of these photos and videos, or in identifying the quotes.

I, the undersigned, hereby grant permission to the Virginia Department of Education (hereinafter Department) and/or Washington and Lee University (hereinafter W&L), and their employees, agents, assigns and licensees to photograph my child and to record my child's image, voice, performances and appearances.

I hereby grant permission to the Department and/or W&L and their employees, agents, assigns and licensees to use my child's name, picture, photograph, image or other reproductions of my child's physical likeness, voice and recording for any and all purposes within the scope of the Department's role in public education and government without notifying me in advance. I waive any right to inspect or approve the finished picture, photograph, image or other reproductions of my child's physical likeness, voice and recording or any printed or electronic matter that may be used with them or to be compensated for them.

The Department and/or W&L and their employees, agents, assigns and licensees may use only my child's first name, picture, photograph, image or other reproductions of my child's physical likeness and voice for any and all purposes in any medium or format, including but not limited to in videotape, audiotape, film, photograph, television, radio, digital, Internet, intranet, theater or exhibition. In doing so, I agree to the unlimited distribution, promotion and exhibition of the first name, picture, photograph, image or other reproductions of my child's physical likeness, voice and recording.

I agree that I waive and therefore I shall not assert or maintain against the Department and/or W&L and their employees, agents, assigns and licensees any claim, action, suit or demand of any kind or nature whatsoever, including but not limited to, those claims grounded upon invasion of privacy, rights of publicity or other civil rights or for any reason in connection with the Department's and/or W&L's and their agents, assigns and licensees authorized use of my child's name picture, photograph, image or other reproductions of my child's physical likeness, voice and recording.

I agree that the Virginia Department of Education owns the pictures, photographs, images or other reproductions of my child's physical likeness, voice and recording created pursuant to this release and all rights related to them.

I agree to release, indemnify and hold harmless the Commonwealth of Virginia, the Virginia Department of Education, and W&L, and their respective employees, agents, assigns and licensees from liability against any claims or damages arising from or related to the use of my child's first name, picture, photograph, image or other reproductions of my child's physical likeness, voice and recording including but not limited to any misuse or distortion by third parties.

I have read the foregoing and fully understand the meaning and effect thereof and, intending to be legally bound, I have freely and voluntarily signed this permission for release, without compensation and prior notice.

Printed Name of Student Signature of Parent or Guardian Date

WASHINGTON AND LEE UNIVERSITY
2018 Governor's German Academy

MEDICAL INFORMATION FORM (p. 1 of 4)

Student's Name: _____

School: _____

Home Address: _____

Home Telephone Number: (____)_____

Parent's/Guardian's Name(s): _____ / _____

Parent's/Guardian's Work/Cell Number(s): (____)_____ / (____)_____

Medication (**prescription drugs and over-the-counter medication taken for certain symptoms**) is presently being taken: Yes No If the answer is yes, PROVIDE A COMPLETE LIST on pp. 3-4 of this form.

Does student have allergies to food, medication, bees, plants, or anything else about which we should be informed? Yes No If the answer is yes, please describe. (Does the student have an inhaler or epi pen?)

Are there any medical/emotional problems (i.e., asthma, eating disorders, anxiety disorders, mononucleosis, anemia, heart disease, diabetes, depression, etc.) of which we should be aware?

When was the student last ill or hospitalized or has he/she had any recent injuries? Please explain.

Emergency phone numbers (i.e., personal physician or school physician):

Name: _____ Home (____)_____ Work (____)_____

Name: _____ Home (____)_____ Work (____)_____

Does student have Accident/Medical Insurance? Yes No If the answer is **yes**, please complete below. If the answer is **no**, the University will provide short-term camp accident and medical insurance for the duration of the Academy program.

Name of Accident/Medical Insurance under which student is covered: _____

Certificate #: _____ Policy #: _____

MEDICAL INFORMATION FORM (p. 2 of 4)

I give permission for my child, _____, to receive medical and emergency care at the Academy and/or at the host institution and/or at a local hospital or other emergency health care facility while s/he is enrolled at the Academy, and for a physician or other appropriate medical personnel to treat my child in a manner he/she thinks appropriate, in case of a medical emergency and/or a problem. I understand that the Academy staff members are not allowed to administer medications and permit my son/daughter to self-administer the prescribed and over-the-counter medications listed on following pages of this medical information form. I agree that all medications shall be in original containers. I understand that I am responsible for the payment of all medical and emergency services rendered to my child, including transportation to medical facilities.

My son/daughter is allergic to the following medications, including over-the-counter medications (continue on separate sheet, if necessary):

Please attach:

- A copy of your insurance card for the health policy (policies) that cover(s) your child. Many health care providers require that the card be presented before care will be provided.***
- An immunization record for your child that includes the date of the last tetanus shot.***

The above information is complete and accurate to the best of my knowledge.

Signature of Parent or Guardian

Date

Address: _____

Telephone: (_____) _____ - Home
(_____) _____ - Work

MEDICAL INFORMATION FORM (p. 3 of 4)
(Continued on reverse. Make additional copies as necessary.)

Student's Name _____

Please provide the following information concerning all medications that your child is currently taking. Include **prescription** drugs and **over-the-counter** medicines that might be needed for headaches, cramps, insect bites, hay fever, etc. Please send all medications with the child; they will be kept by the child unless we are notified otherwise. Note that students must be able to self-medicate; staff are prohibited from administering any medications. Where applicable, please include the prescribing physician's telephone number.

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

MEDICAL INFORMATION FORM (p. 4 of 4)

(Please make additional copies as necessary.)

Student's Name _____

Please provide the following information concerning all medications that your child is currently taking. Include **prescription** drugs and **over-the-counter** medicines that might be needed for headaches, cramps, insect bites, hay fever, etc. Please send all medications with the child; they will be kept by the child unless we are notified otherwise. Note that students must be able to self-medicate; staff are prohibited from administering any medications. Where applicable, please include the prescribing physician's telephone number.

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

Name of medication: _____

Why taken: _____

Dosage/Frequency: _____ Tel. # _____

SPECIAL DIETARY NEEDS OR RESTRICTIONS

Please check one of the boxes below. Please add comments in the space provided if the third blank is checked:

I have no specific dietary requirements.

I am a vegetarian/vegan.

I have the following dietary restrictions (please be as specific as possible):

Printed Student Name

Signature of Student

Date

Signature of Parent or Guardian

Date

**WASHINGTON AND LEE UNIVERSITY
2018 Governor’s German Academy**

PERMISSION FORM FOR OFF-CAMPUS RELIGIOUS SERVICES

Student’s Name: _____

As the parent or legal guardian of the student named above, I hereby grant permission for my son or daughter to have the option of attending off-campus religious services during the course of the Governor’s Foreign Language Academies. I understand that my son or daughter, if he/she chooses to participate, will attend services that are within a reasonable walking distance of the campus and will be accompanied by one or more Academy staff members.

Students who would like the option of attending religious services during the course of the Academy should understand that such options are limited and depend upon staff member availability and acquiescence as well as majority preference. However, be assured that our faculty will try their best to accommodate all students.

Students should also understand that although they may participate fully in the service through hymns, chants, or prayers (in English), they continue to be under oath to speak only the language of the Academy for all other instances, such as discussion during or after the service.

My son/daughter may attend services in Lexington.

Catholic Mass:

St. Patrick Catholic Church, <http://stpatrickslexington.com/>

Protestant Churches:

Trinity United Methodist Church <http://www.lexumc.org/>

Lexington Presbyterian Church (PCUSA), <http://lexpres.org/>

Manly Memorial Baptist Church, <http://www.manlymemorialbaptistchurch.com/>

Grace Episcopal Church, <http://www.graceepiscopalexington.org/>

Any of the above

Signature of Student

Date

Signature of Parent or Guardian

Date

FRAGEBOGEN

Vor- und Nachname: _____

Wir wollen dich besser kennenlernen!

Name deiner Schule: _____ Landkreis/ Bezirk der Schule _____

Klasse im nächsten Schuljahr: Junior Senior

Wie lange lernst du schon Deutsch? _____ Jahre Höchste Stufe Deutsch: __III IV 5 AP __

Geburtstag: _____ Geburtsort: _____

Herkunftsland der Familie: _____

Mein idealer Mitbewohner/ meine ideale Mitbewohnerin ist (bitte die top vier Adjektive von der Liste auswählen und mit der wichtigsten Qualität beginnen):

ruhig/leise, laut/aufregend, sauber/ordentlich, sportlich/ kreativ, musikalisch, zuverlässig, ehrlich, interessant, beliebt, höflich, freundlich, aufgeschlossen/ zurückhaltend, klug, gleichaltrig, älter, jünger

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Wenn ich mich mit vier Adjektiven von der Liste beschreiben soll, bin ich:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Brüder? _____ Schwestern? _____ Einzelkind? _____

Ich möchte unbedingt einen Mitbewohner haben und ein Zimmer teilen. _____

Es macht mir nichts aus, alleine zu wohnen. _____

Meine Hobbies und Lieblingsaktivitäten

Ich ...	ja	nein	
bin sportlich			Lieblingssport:
bin musikalisch			Instrument(e):
bin gern aktiv			Wie?
mache gern Handarbeiten			basteln/ stricken/ häkeln/ Modelle bauen/ _____
lese gern			Lieblingsbuch Lieblingsschriftsteller(in)
male/zeichne gern			Was?
höre gern Musik			Lieblingsmusik
lerne gern			Lieblingsfach
sehe gern fern			Lieblingsfernsehprogramm
sehe gern Filme			Lieblingsschauspieler(in)
esse gern			Lieblingssessen
liebe Tiere			Lieblingstier
weiß schon, wo ich studieren will			Lieblingsuniversität
habe ein Vorbild			Wer?

Erzähl uns ein bisschen über dich auf Deutsch. Was sollen wir über dich wissen?

Arbeitsgemeinschaftsauswahl

Bitte nummeriere die folgenden Arbeitsgemeinschaften nach deinem Interesse von 1 bis 5.

(1 interessiert dich am meisten, 5 am wenigsten)

A-Tag

___ Hauptstadtklub

___ Kreatives Schreiben/ Theater

___ Gedichte und Aussprache (Phonetik der deutschen Sprache)

___ Volkstanz

___ Singen/ Chor

B-Tag

___ Kochen/ Backen

___ Handarbeiten (Stricken, Häkeln)

___ Musik machen (Instrumente spielen und komponieren)

___ Kreatives Schreiben/ Theater

___ Wandern und Klettern



Die Deutschakademie des Gouverneurs

Anja Moore, Direktorin

We ,

Student name

Student signature

and

Parent/Guardian name

Parent/Guardian signature

have read and understood the following:

- All parts of the student packet (DOE/WLU and German Academy sections, and student has explained the parts written in the target language)
- Student/parent handbook from the Web site at http://www.doe.virginia.gov/instruction/foreign_language/language_academies/student_parent_guide.pdf
- We also understand that the only communication between the parents and students during the Academy will be by **US mail**. **The possession/use of cell phones by the students for the duration of the academy is strictly prohibited.** (The parents may call or e-mail the director at any time if they have concerns, and the parents will be notified immediately of any health or disciplinary issues.)

Parents may wish to share this press release with a local newspaper, school newsletter, or other organization.



Governor’s German Academy

Sponsored by the Virginia Department of Education

News Release

June, 2018

Lexington, Virginia - Willkommen! Guten Tag! Was machst du heute Nachmittag?

These are just a few of the phrases that 45 Virginia high school students will be using the next three weeks at the Virginia Governor's German Immersion Academy at Washington and Lee University Lexington, Virginia. Until July 15, the German Academy's students will live their lives completely in German to increase their abilities to use the language.

The Virginia Department of Education sponsors five Governor's Foreign Language Academies each summer where students are nurtured and language skills are cultivated. Participating students were selected through a statewide competition. *CBS News* and *USA Today* have featured the Academies as examples of innovative foreign language programs.

_____ (Student’s name), a _____ (Grade level) at _____ (School name), was among those who arrived at WLU on June 23. After pledging in front of his/her parents to speak German exclusively, he/she and the other students will eat, sleep, and dream *auf Deutsch*.

The students will learn, not in the ordinary way with textbooks and CDs, but by really using the language in the cafeteria, in the dorm, on the soccer field, as well as in the classroom. And they will have the times of their lives while doing it.

Every morning, including Saturdays, Academy participants attend unique and creative classes, such as *Mythen und Legenden*, *#Multi-Kulti*, and *Welt der deutschen Krimis* to encourage them to take an active part in their learning. Students will also be introduced to a second foreign language, Turkish, taught entirely through German.

The language immersion extends beyond the classroom with afternoon activities such as cooking, soccer, volleyball, dancing, and much more. Students' writing and photography skills are developed through daily journals, a digital souvenir, and weekly films, newspapers and blogs. All activities are hands-on and in real-life situations, making language acquisition meaningful, practical, and lasting.

The Academy will be a truly unique endeavor, one that alumni often describe as unforgettable and among the best and most fun experiences of their lives.

For more information, contact Lisa Harris, specialist for foreign languages, Virginia Department of Education, at lisa.harris@doe.virginia.gov or (804) 225-3666.



Die Deutschakademie des Gouverneurs

Anja Moore, Direktorin
 Washington and Lee University
 204 W. Washington St.
 Lexington, VA 24450

Mai 2018

Liebe Kollegen, Kolleginnen und Freunde der deutschen Sprache,

im Namen der Akademieschüler und unseres Akademierteams herzlichen Dank für euer Engagement und für eure unermüdliche Arbeit, die Deutschprogramme in Virginia aufrecht zu erhalten, zu unterstützen und zu stärken. Ohne eure Hilfe wäre die Akademie nicht möglich. Nach wie vor bietet die Deutschakademie Virginias besten Sprachschülern eine einzigartige Möglichkeit, am wunderschönen Campus der Washington & Lee Universität richtig in die deutsche Sprache einzutauchen und unter der Fürsorge talentierter Lehrer und Deutschstudenten drei Wochen im Intensivkurs Deutsch zu erleben.

Meine Vorgänger haben die Grundsteine für ein erfolgreiches Akademiemodell gelegt, und viele ihrer Traditionen werden Jahr für Jahr wiederholt. In diesem Sinne möchte ich zu unserem jährlichen *Wiener Café* einladen, das wieder an einem Sonntagnachmittag stattfinden wird. Bitte besucht uns am **Sonntag, den 8. Juli von 14 bis 16 Uhr** (genaue Lokalität steht noch nicht fest). Alle Deutschlehrer, -professoren, ehemalige Schüler und Lehrkräfte der Akademie sind eingeladen. Es wäre schön, wenn ihr diese Einladung mit euren Kollegen teilen würdet. Das *Wiener Cafe* ist eine wunderbare Gelegenheit, eure Schüler im Umfeld der Akademie zu erleben und ihre großen und kleinen Fortschritte zu feiern. Aus Erfahrung kann ich bestätigen, dass eure Anwesenheit von den Schülern sehr erwünscht ist und geschätzt wird.

Wir, mein Akademierteam und ich hoffen, dass ihr mit uns feiern könnt und wir freuen uns auf das Wiedersehen! Bitte lasst mich bis zum 30. Juni wissen, wer kommt, damit ich die richtigen Vorbereitungen treffen kann und sendet eure Antwort an die E-Mailadresse unten.

Wenn ihr einen längeren Besuch bei uns verbringen möchtet, ist das auch möglich. Man darf zwei bis sieben Tage bei uns im Wohnheim wohnen, und den Akademiealltag mit uns erleben. Das Bewerbungsformular und weitere Informationen sind bei: http://www.doe.virginia.gov/instruction/foreign_language/language_academies/index.shtml zu finden, und ich würde euch gerne als Gäste begrüßen.

Herzliche Grüße,

Anja Moore

Anja Moore Direktorin
 vagermanacademy@gmail.com

PACKING LIST

Essential items (required) (Do NOT expect to go shopping during the academy!):

- Alarm clock (**without radio**)
- Bath linens: towels, washcloths (not white is recommended--easier to distinguish)
- Beach towel (large)
- Bed linens: sheets (**twin XL**), pillow, pillowcase, and blanket
- Bedside and/or study lamp (no halogen)
- Clothes hangers
- Exercise/gym clothes (bring enough - there is recreation often!)
- Hairdryer (if needed)
- Laundry supplies: laundry bag, detergent, fabric softener, **quarters (each load is \$1.75 to wash and \$1.75 to dry)**
- Letter writing supplies: envelopes, stationery, address book or labels, stamps
- Medicines listed on your medical form, including over-the-counter drugs
- Personal toiletries: soap, shampoo, toothbrush/paste/plastic cup, tissues, contact lens supplies, feminine needs, other hygienic products
- Picture ID for check-in
- Spending money for field trips, snacks, etc.
- Sunscreen, bug repellent
- Water bottle
- Wet wipes/Clorox wipes/tissues/ hand sanitizer

School Supplies:

- Backpack
- Bilingual dictionary (English-German/German-English)
- Binder and loose leaf paper, notebooks
- Journal notebook (e.g. spiral or composition). Each student will keep a journal in German. You may wish to bring something that is easy to recognize and unique to you.
- Writing utensils: Pens, pencils, erasers, markers, pencils
- TEXTBOOKS FOR OTHER CLASSES OR READING MATERIALS IN ENGLISH ARE NOT ALLOWED!!**

Recommended Clothing: Advisable to pack clothes for one week

- NO CLOTHES WITH ENGLISH WRITING**
- Comfortable, casual clothing such as:
 - Shorts (**at least fingertip length**)
 - T-shirts (**no tank tops/spaghetti-strings**)
 - Jeans
 - Sweatshirt/Jacket (it is cold in the dorms and classrooms and windy at night)
- Comfortable walking shoes such as:
 - Tennis shoes
 - Loafers
 - Sandals
 - Rain boots (optional)
- Formal outfit(s) for dances and special events e.g. Prom/Ring Dance, or Sunday/Cocktail dress, or a suit (**there are several dances at the academy!!**)
- Flip-flops or pool shoes for shower or pool
- Hat to protect against sun
- Raincoat, poncho, or umbrella
- Swimwear (modest and appropriate for a school environment)**
- Clothes that can get dirty
- T-shirts that can get dirty (for sports)
- Don't forget the basics!
 - Bathrobe
 - Belt(s)
 - Pajamas
 - Socks (bring extra)
 - Undergarments (bring extra)

Please be mindful of the guidelines for appropriate clothing! Dress Code WILL be enforced. Clothing should be neat, modest, and appropriate. * Skirts/dresses must be **at least fingertip length**. * Spaghetti straps, bare midriffs, cleavage, exposed undergarments, offensive messages are not permitted.

Optional items (but recommended):

- ❑ Band-aids, small first aid kit, anti-itch cream, aloe, Neosporin
- ❑ Bathmat
- ❑ Board games (**must be in German**), playing cards
- ❑ Books or CDs (**must be in German**)
- ❑ Camera, extra batteries, battery charger, cable to transfer pictures
- ❑ Envelope with emergency money
- ❑ Extension cord with UL surge protector
- ❑ Iron, ironing board, small sewing kit
- ❑ Knitting needles/yarn (Instructions in English not permitted)
- ❑ Mattress pad (size 36x80)
- ❑ Musical instrument, sheet music
- ❑ Music (**must be in German**)
- ❑ Snacks/bottled water (There are no refrigerators in dorm rooms, only in common areas.) **No nut products or foods containing nuts allowed.**
- ❑ Sports equipment you may already own: ball, gloves, Frisbee, cleats, shin guards, tennis racket, yoga mat, etc.
- ❑ Waste basket /garbage bags for your dorm room(small)

Prohibited items (do NOT bring any of the following items):

- ✗ Alcohol, tobacco products, illegal drugs, or other items listed in Attachment A (2015 Policies and Expectations)
- ✗ Candles, incense, matches or any other such items
- ✗ Communication devices of any type (e.g., **cell phones**, pagers, computers, televisions, I-Pods, I-Pads, any appliance that has a radio)
- ✗ Cooking appliances (toasters, microwave ovens, etc.)
- ✗ Electric fans (dorms are air-conditioned).
- ✗ Any written materials in English or non-Academy languages, other than religious reading materials, and may **not** bring radios or i-Pods/MP3 players.
- ✗ Handheld electronic games
- ✗ Items of great value (sentimental or monetary); the Academy is not responsible for lost or stolen items
- ✗ Vehicles of any type (e.g., automobiles, bicycles, skateboards, in-line skates, scooters)

Directions to Washington and Lee University
204 West Washington Street, Lexington, VA 24450

If you are traveling from the NORTH, SOUTH, or EAST:

Follow I-81 to exit 191 (which puts you onto I-64). Next, take exit 55 off I-64. Turn left onto Route 11-South at the stop sign.

If you are traveling from the WEST:

Take I-64 to exit 55. Turn right on Route 11-South at the stop sign.

Once you are on Route 11-South:

You will drive through three stoplights. After the third stoplight, you will cross the Maury River, and bear right onto Route 11-Business. You will pass Virginia Military Institute. After you pass VMI, you will see W&L on your right. Parking is available in the University's parking garage.

Lenfest Center for the Arts:

Lenfest Hall is located on the corner of Glasgow Street and Nelson Street, across the road from Gaines Hall and the Washington and Lee parking garage. Its address is 100 Glasgow Street and it is number 47 on the Washington and Lee campus map (link below). From the Gaines rotunda, cross the Nelson street and walk up Glasgow street to the Lenfest Hall parking lot and entrance. From the parking garage, there is a foot bridge over Nelson Street that is accessed from the second level of the south end stairwell. The footbridge will lead you directly to Lenfest Hall.

<https://www.wlu.edu/document/campus-map>