

UC Berkeley Pre-College Scholars Virtual Program Code of Conduct & Agreement Form 2024

Parent Agreement Section:

I, _____ (Custodial Parent/ Legal Guardian) of
 First Name Family Name

 First Name Family Name (Student) acknowledge that the UC Berkeley

Pre-College Scholars Virtual Program will be conducted in its entirety online and by registering my child for the program; I am indicating my agreement and consent for:

- UC Berkeley Pre-College Scholars Virtual Program to make use of various technology platforms in the delivery of programs and services to my child and myself; including but not limited to: G Suite tools, Zoom, etc.
- UC Berkeley Pre-College Scholars Virtual Program to allow my child to use the online tools and resources they select for individual courses and programs within the limits of FERPA, COPPA, other applicable local, state, and federal laws, UC Berkeley policies, and UC Berkeley Pre-College Scholars Virtual Program Policies.
- Allowing my child to participate in online orientations, programming, and classes that will be recorded and made available to staff, and other program participants. Class recordings may also be viewed by other registered UC Berkeley students enrolled in the same classes as my child.
- I further consent to read, adhere to and discuss the terms of this agreement, as well as all other required application forms with my child before signing and returning them to UC Berkeley Pre-College Scholars Virtual Program.

Student Agreement Section:

I _____ (Student) understand that the UC Berkeley
 First Name Family Name

Pre-College Scholars Virtual Program has strict academic conduct and online community policies to protect my health, safety, and academic integrity as well as the health, safety, and academic integrity of other program participants. I understand that failure to abide by the UC Berkeley Pre-College Scholars Virtual Program policies may put my health, safety and academic performance at risk and may endanger other program participants. It is my responsibility to follow all the rules and regulations in place as outlined in, but not limited to, the [Berkeley Campus Code of Student Conduct](#), the [UC Berkeley principles of community](#), the [Campus Online Activities Policy](#), and any policies designated by individual faculty and instructional staff. The later policies may include rules and guidance regarding the sharing of class learning materials (e.g., videos, exams, problem sets, case studies, etc.), permitted forms of collaboration, and other behaviors related to remote learning and teaching.

Any violations of the UC Berkeley Pre-College Scholars Virtual Program policies may result in monetary fines, probation, criminal prosecution, and/or immediate dismissal from the program. All fines and penalties are my sole responsibility. By signing this document, I indicate my understanding and acceptance of the regulations and disclosures it contains.

- I agree to abide by all program policies, including, but not limited to, full participation in all orientations, registered classes, and those programs or advising activities classified as “mandatory”.
- I agree to observe and abide by all the policies of student conduct and program rules for all the UC Berkeley Pre-College Scholars Virtual Program activities, such as, but not limited to, my participation in online orientations, online programming and activities, and online class meetings.
- Except in case of a serious illness I agree to attend all required online class meetings on time. If I am to be absent, I will make sure to inform the instructor in a timely manner.
- I agree to take all required exams, and submit all coursework by the stated deadlines from instructional staff or as noted in the course syllabus.
- I agree to show respect and courtesy to all members of the university community, including fellow students, staff, instructors, volunteers, campus online community, and affiliates.
- I agree to treat online class meetings as if attending class on campus, use methods of expression that are appropriate for a healthy learning environment, not use obscene, derogatory, or abusive language, and treat others with courtesy and respect.
- I agree to wear appropriate clothing and avoid inappropriate surroundings when attending online meetings.
- I agree to not join online meetings while driving or riding in a car, and only join from a suitable, quiet location, with a device that permits full participation in class activities.
- To protect the privacy of the UC Berkeley Pre-College Scholars Virtual Program community from unintentional harms as well as any external interference, I agree to never use recording devices of any kind during online meetings.
- I agree to never distribute any learning material made available to me during class (e.g., videos, exams, problem sets, case studies, etc.), outside the program, whether such distribution occurs online, electronically, or otherwise, without first obtaining the instructor’s written permission.
- I agree to not engage in any form of harassment or bullying. Harassment includes but not limited to, cyber, written, verbal, graphic, physical, and sexual misconduct.
- I agree to uphold high standards of academic integrity, including producing work that is my own creation, and meeting intellectual challenges through honest effort and hard work.
- I agree to not commit, or threaten to commit acts of violence on people or property.
- I agree to adhere to all federal, state, and local laws.

I understand that violations of the following policies may lead to **immediate** dismissal from the UC Berkeley Pre-College Scholars Virtual Program and that all fines and penalties are my sole responsibility:

- Regardless of student’s age or the location from which they are attending the UC Berkeley Pre-College Scholars Virtual Program, possession or consumption of cigarettes, vapes, Juuls, alcohol, illegal or recreational drugs (including marijuana) will result in serious disciplinary actions and/or dismissal from the program.
- Harassment, assault, bullying, or sexual misconduct will result in serious disciplinary actions and/or dismissal from the program.
- Any type of disrespectful, exclusionary, discriminatory, threatening, aggressive, or abusive behavior is strictly prohibited. Discrimination against a person’s race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, or gender identity or expression will result in serious disciplinary actions and/or dismissal from the program.
- The deliberate sharing of private images, communications, learning materials or other depictions of other students, staff, or instructors for the purpose of inviting external commentary, ridicule, or embarrassment, is prohibited and will result in serious disciplinary actions and/or dismissal from the program.

- I further understand that these policies and regulations are for my safety and that of other program participants, and cannot realistically cover all situations. The Assistant Dean of UC Berkeley Summer Sessions, along with the Pre-College Scholars Program team will determine if any rules or policies have been violated and what disciplinary action, if any, should be taken.

Attendance Guidance and Recommendations for Required One-on-one Interactions with Faculty and Staff Virtually:

In order to protect the privacy of the UC Berkeley community; parents, friends, or family members are not allowed to participate in online class meetings. Enrolled students should be the only participants attending sessions unless an exception has been made through the academic departments and/or instructors to accommodate a student’s disability.

But in situations requiring one-on-one interaction with faculty or staff members during the program (ex. Attending faculty office hours, advising ...), students are encouraged to do the following:

- Attend the meeting with the knowledge of their parents or legal guardians.
- If possible, attend the meeting from an open space in your home and not in a closed room, (ex. living room is an ideal option).
- Request that another adult attend the meeting with them (ex. GSI, parent/legal guardian).
- Always copy their parent/legal guardian, GSI, or adviser as appropriate in all their email correspondence during the program.

By signing below I agree that the University reserves the right in its sole discretion to dismiss me from the program at any time should my actions or general behavior disrupt, interfere with, or otherwise impede the operation of the program or the rights or welfare of any person. Similarly, if my conduct violates any policy or procedure of the University, I agree and understand that I may be withdrawn from the Program as determined by the University in its sole discretion. If payment was remitted for the program prior to any such dismissal, I will not receive any refund (pro-rated or otherwise) for any portion of the program that I am unable to complete.

I understand that the University reserves the right in its sole discretion to cancel the program or any component thereof at any time.

Signature of Custodial Parent / Legal Guardian First Name Family Name Date

Signature of Student First Name Family Name Date

IMPORTANT: Your application will not be complete until all forms are signed electronically via DocuSign by both the Student and the Custodial Parent / Legal Guardian. The DocuSign packet will be first sent to the student’s email address to add their signature, then when completed the packet will be sent to the Parent/ Legal Guardian’s email address to add their signature. It is the student’s responsibility to ensure that the email addresses of both the Student and the Parent/ Legal Guardian provided in the application are correct.

Please address any questions regarding this form to precollege@berkeley.edu.