

Thank you for choosing to attend the Enrichment Mini Course (EMC) program. We invite you to get involved, ask questions, and enjoy learning while you are at Queen's University.

This document provides you with important information about the program. If you have any questions, please feel free to contact us.

Session Dates

	Residence Option	Commuter Option
EMC Program Date	May 10 - 13, 2022	May 11 - 13, 2022

Arrival & Departure

Residence Option		Commuter Option	
Tuesday Arrival	Friday Departure	Wednesday - Friday Arrival	Wednesday - Friday Departure
2:00pm – 4:00pm Leggett Hall Residence 194 Stuart Street Queen's University Kingston, ON K7L 5V2	1:00pm – 1:30pm Leggett Hall Residence 194 Stuart Street Queen's University Kingston, ON K7L 5V2	8:00am – 8:30am Leggett Hall Residence 194 Stuart Street Queen's University Kingston, ON K7L 5V2	*See below for daily departure times Leggett Hall Residence 194 Stuart Street Queen's University Kingston, ON K7L 5V2

***Commuter Option Daily Departure Times:**

Day	Departure Time
Wednesday	4:15pm – 4:30pm
Thursday	4:15pm – 4:30pm if not attending dinner and Carnival OR 9:00pm if attending dinner and Carnival
Friday	1:00pm – 1:30pm

A detailed campus map is available online at: <http://www.queensu.ca/campusmap/>

Late Arrivals & Early Departures

Any participants who will be arriving late or leaving early must let the office know as soon as possible. ESU reserves the right to have students arriving late wait until an appropriate time (morning break or after lunch break) to enter class to minimize disruption to the instructor's lesson and other participant's experience.

Residence Information

Residence placements are released upon arrival and will remain firm. Roommate requests are not guaranteed. Please refer to the [Roommate Request/Room Placement policy](#). Participants enrolled in the residence option, will be assigned rooms in the [Leggett Hall residence](#). Each evening, participants must be in their own room with lights out by 11:00pm.

Some things that you may want to bring to the program:

- Clothing: appropriate clothes for classroom (including labs, theaters, gyms, etc.), activities (dance, sports, etc.) and outdoor walking and games. Long pants and close toe shoes are required in labs and some activities
- A supply of disposable or cloth masks
- Writing tools (pencil case)
- Sunscreen
- Raincoat
- Water Bottle (that may be refilled)
- Camera
- Sunglasses
- Toiletries (toothbrush, toothpaste, soap, shampoo, washcloth)
- Alarm clock
- Bath towel
- Favorite pillow and blanket – not required as standard bedding is provided
- Ear plugs (for residence if you are a light sleeper)
- Snacks (non-perishable)
- Anything additional mentioned in your confirmation email or waivers (if applicable)

Code of Conduct

All registrants reviewed the ESU [Code of Conduct](#) during the registration process and will be required to adhere to it during the entire program.

Drugs & Alcohol

Program participants are not permitted to possess/consume drugs or possess/consume alcohol. The Enrichment Studies Unit has a “Zero Tolerance” policy for drugs and alcohol and students found to be in violation of this policy will be sent home immediately at their own expense.

Meals

Queen's University is NOT a nut free environment. As a courtesy to participants with allergies, please refrain from bringing nut products to campus. The dining hall will accommodate participants based on the medical information provided in your online profile.

Residence Option | Breakfasts, lunches and dinners will be served in the [Leonard Hall Dining Hall](#) and participants will have a wide range of foods from which to choose. Vegetarian, Halal and gluten-free options are available. Tuesday arrival: Dinner in the Dining Hall will be provided to participants, arriving during the regular arrival period, once registration is complete.

Commuter Option | Lunch provided each day and the optional dinner for participants staying for the Thursday evening activities will be served in the [Leonard Hall Dining Hall](#) and participants will have a wide range of foods from which to choose. Vegetarian, Halal and gluten-free options are available.

For more information or for a list of ingredients or products used in the Leonard Hall cafeteria, please contact Events Services at 613-533-2223, or visit the Food Services website at [FoodServices](#). We recommend that students bring snacks with them if they want to eat outside of regular meal times.

Supervision

All Student Supervisors are Queen's students who have been specially selected for their enthusiasm for working with students. All of our Student Supervisors are trained in First Aid & CPR. Two specially selected first aid coordinators work closely with Campus Security to ensure the safety and well-being of participants. All participants will attend an orientation with their supervisor and group, and are given a Campus tour. Supervisors live in residence with students. Supervision ends at program departure time.

Courses

Participants will be attending courses taught by Queen’s students, or community professionals with an affiliation to Queen’s University. Instructors have worked hard to create courses which will engage participants and expand their academic experience. Participants may use state of the art labs and use high-tech equipment; all will be challenged to think creatively or challenge their assumptions.

Residence Option | Sample Schedule

	Tuesday	Wednesday	Thursday	Friday
7:00 AM		Wake Up		
7:30 AM		Breakfast		
8:30 AM		Grid / Walk to class with group		
9:00 AM		Classes (9:00-12:00)	Classes (9:00-12:00)	Classes (9:00-12:00)
Noon		Lunch (12:00 - 1:00)		
1:00 PM		Classes (1:00-4:00)	Classes (1:00-4:00)	Departure (1:00-1:30)
2:00 PM	Arrival (2:00-4:00)			
3:00 PM				
4:00 PM	Unpack	Open time (4:00-5:00)	Open time (4:00-5:00)	
5:00 PM	Dinner (5:00-6:00)			
5:30 PM				
6:00 PM	Welcome Rally (6:00-9:00)	Activities (6:00-9:00)	Carnival (6:00-9:00)	
6:30 PM				
7:00 PM				
7:30 PM				
8:00 PM				
8:30 PM				
9:00 PM	Return to Residence			
9:00 PM	On Floors (9:30-10:30)			
9:30 PM	In Rooms (10:30-11:00)			
10:30 PM	Lights out (11:00)			

Commuter Option | Sample Schedule

	Wednesday	Thursday	Friday
8:30 AM	Check in / Grid / Walk to class with group		
9:00 AM	Classes (9:00-12:00)	Classes (9:00-12:00)	Classes (9:00-12:00)
Noon	Lunch (12:00 - 1:00)		
1:00 PM	Classes (1:00-4:00)	Classes (1:00-4:00)	Departure (1:00-1:30)
2:00 PM			
3:00 PM			
4:00 PM	Daily Departure (4:15-4:30)	Daily Departure (4:15-4:30) OR Optional Open time	
5:00 PM		Optional Dinner	
5:30 PM			
6:00 PM			
6:30 PM			
7:00 PM			
7:30 PM			
8:00 PM			
8:30 PM			
9:00 PM		Optional Departure (9:00pm)	

Course Changes

Participants are expected to attend the class in which they have received confirmation. All requests for course changes are accommodated at the discretion of the ESU and subject to available space in the course. Most courses are completely full and therefore course changes are not possible.

Spending Money

Participants may wish to purchase Tuck Shop items during their online registration process which they can collect when arriving to campus. Participants may wish to bring additional money to purchase ESU merchandise on site or keepsakes from the Campus Bookstore.

Evening Activities

Residence Option | Participants will be taking part in a variety of activities during the evenings of the program. All students will have the opportunity to participate in all planned activities.

Commuter Option | Participants are invited to join the residence participants on the Thursday evening for dinner in the Dining Hall and The Carnival. Registration for attendance will take place at the Commuter Check-In on the morning of the first day (Wednesday). There is no additional charge for participants in the commuter option to participate in the optional dinner and The Carnival.

Cancellations & Refunds

All registrants reviewed and accepted the terms and conditions of the [Cancellation & Refund Policy](#) when completing their registration. Any withdrawals must be made in writing and any refunds will be made in accordance with the policy.

COVID 19 & Health Precautions

Queen's University and Queen's ESU will be delivering our programming to meet or exceed public health regulations. As rules and recommendations can change quickly, up-to-date policies and procedures will be available at esu.queensu.ca and sent to directly to participants. Currently, all participants are required to be fully vaccinated a minimum of 14 days before arrival with a second dose of a vaccine approved by the Canadian Federal Government.

Photography

Occasionally photographs and filming will occur for use in marketing ESU. All registrants reviewed the terms and conditions of the Photo Waiver when completing their registration and understand photos may or may not contain your child.

Special Accommodations

Queen's University is committed to facilitating the integration of persons with disabilities into the University community. If you require any special accommodations to attend our programs, please contact the ESU and we would be happy to assist you.

Additional Notes

- Queen's University charges a replacement fee of \$150.00 per residence key lost. You will be invoiced for any lost key. Each student is provided with a neck lanyard that they can use for their room key
- Skateboards/Rollerblades are not permitted on Queen's University property

Lost and Found

Any items collected as lost and found will be held at the ESU office for 7 days from program completion date. Please contact us if you suspect you may have lost something during your visit to Queen's University. After 7 days, all lost and found items will be donated to charitable organizations or otherwise disposed of. The Enrichment Studies Unit cannot accept responsibility for loss or damage to personal possessions