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All Boston College minors programs provide a student:staff ratio of 10:1 or lower.

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Pre-Program Paperwork

Participants for Ever to Excel are required to submit the following forms:

- Participant Agreement
- Program Handbook Agreement
- Emergency Contact
- Allergy & Dietary Restrictions
- Parental Consent and Release
- Medical Consent and Release
- Media Release
- Medication & Emergency Treatment Authorization
- Pick-Up and Drop-Off Authorization
- Roommate Request

Residential Life Policies

As participants in Boston College programs, the Boston College Student Code of Conduct provides a framework for community expectations and guidelines around appropriate participant behavior. While on campus and participating in Boston College residential programming, these standards are in effect.

Failure to comply with the policies outlined below will result in immediate disciplinary action and may result in dismissal from the program.

Forbidden Items

Food

During program dates, all meals are provided in Boston College dining facilities or sponsored locations. Snacks are distributed throughout each day and are available upon participant request. Participants are asked to refrain from bringing food or beverages, including perishable items or energy drinks, to campus, unless the participant has received specific permission from Ever to Excel program staff.

Food Delivery: Ordering food through off-campus delivery services, such as Doordash, UberEats, etc., is prohibited for the duration of the program.

Drugs and Alcohol

Drugs and alcohol of any kind is prohibited. All residential facilities at Boston College are smoke free.

Weapons and Fire Safety

No firearms, knives, any other forms of dangerous weapons are allowed on campus. Please refer to the [Boston College Student Code of Conduct](#) section "Weapons, Firearms, and Dangerous Devices".

What to Bring and What Not to Bring

In order for participants to have the most impactful and memorable experience, we embrace a spirit of **simplicity** in how we present ourselves and in the way we **communicate** with each other (being present in the moment, not on cell phones or texting when in community).

Participants are responsible for securing all personal belongings, and are strongly discouraged from bringing valuable items. We encourage participants to keep their exterior residence hall rooms closed at all times. Boston College is not responsible for the safety and security of participants' personal belongings.

Participants are encouraged to pack lightly and bring essential items **only**. The following list offers suggestions; participants should adapt this list to suit their needs.

For specific questions regarding a packing item, contact program staff.

What to bring

- Toiletries (shampoo, soap, toothpaste, deodorant, etc.)
- Hand soap
- Glasses/contacts
- Prescription meds (all medications should be disclosed on the Medical Consent Form)
- Shower shoes/sandals
- Sneakers and Athletic Attire
- Phone Charger
- Comfortable casual clothing:
 - Shorts, casual shirts, t-shirts
 - Jeans or casual long pants
 - Rain gear (umbrella, raincoat, etc.)
 - Athletic shoes/athletic clothing
 - Closed-toed shoes
 - Hat
 - Sweatshirt or sweater (the buildings are air-conditioned)

Other Items you may want to bring

- Spending money for the trip to Boston's Faneuil Hall Marketplace
- Personal comfort items
- Quiet reading book(s)
- Bathrobe
- Shower caddy/tote for toiletries
- Extra pillow or blanket
- Extra towel or washcloth
- Alarm clock
- Clothes Hangers
- Sunscreen
- Bug Spray

What NOT to bring

- Valuable Items
- Non-university provided mattresses or foam toppers
- Space heaters and heating blankets/other heat producing appliances (e.g. coffee makers, toasters, toaster ovens)
- Any style of halogen light or lamp
- Air conditioning units (the residence hall is air conditioned)
- Decorative lights, octopus lights, lamps
- Room partitions, bunk beds, lofts
- Real or toy weapons
- Alcohol, drugs, and related paraphernalia
- E-cigarettes, vape pens, or any tobacco products (Boston College is a smoke-free campus)
- Hoverboards/Electric Scooters (E-Scooter)
- Pets
- Extension cords/Multi-outlet adapters
- Candles, hookahs, incense, and other sources of open flames
- Grills/lighter fluid
- Kitchen appliances (i.e. toaster, fryers, hot pots)
- Gaming consoles

Digital Communication During the Program (WhatsApp)

During Ever to Excel, participants and Mentors (undergraduate staff members) communicate via messaging apps about program logistics. Because of occasional accessibility issues, especially for international participants, or those with parental safety restrictions, we recommend that all participants download **WhatsApp** before arriving at Ever to Excel.

Room Assignments

In order to maintain safety and accountability, all program participants will be asked to socialize with each other in common spaces (lounges located on each floor of the residence hall) only. Private rooms should only be occupied by participants assigned to that room. Please refer to the [Boston College Student Code of Conduct](#) section "Cohabitation".

Check-In

Check-in for each Session will be on the Sunday of your scheduled week between 10:30 - 4:00 p.m. outside [Stayer Hall](#) at Boston College.

In order to check-in, all program balances must have been paid in full prior to participant arrival. We will not be able to accept payments or program forms at check-in.

After checking in, participants will receive their room key, information about accessing their residence hall, and a welcome package with information about the week and some fun Ever to Excel items.

Ever to Excel programming begins after 4:00 p.m. so we ask that parents/guardians bringing participants to Ever to Excel leave the residence halls by 4:00 p.m. Visitors, including parents/guardians, are not permitted in the residence halls for the remainder of the program.

Please note: all Ever to Excel participants are responsible for arranging their own travel to and from campus for the program. All participants must agree to attend the full duration of the program and will not be permitted to leave campus for non-program related reasons. We are not able to honor any special scheduling requests.

Check-Out

Check-out will be on the Friday of that same week between 12:00 - 1:00 p.m. Participants are responsible for cleaning their assigned rooms upon departure, including the trash removal (to trash rooms on each floor of the residence hall).

Participants will be responsible for replacement costs associated with damaged or lost furniture, access cards, and keys.

All participants must be checked out of their residence hall and leaving campus by 1:00 p.m. Participants will receive a bagged lunch prior to check out on Friday and then will be able to pack and check-out from their assigned dorm room by 1:00 p.m. Participants must return their room keys at the Welcome Center at [Stayer Hall](#) then check-out with their Mentor who will be stationed outside Stayer Hall.

There will be a complimentary bus available to participants traveling to Logan International Airport leaving at 1:00 p.m. on the Friday of each session. Participants must let the program staff know in

advance, through the Pick-Up and Drop-Off Authorization Form, that they will be taking this bus to be sure we have enough room available for all participants who will be utilizing this resource.

Upon check-out, all participants must be accompanied by the person indicated on their Pick-Up and Drop-Off Authorization form, unless granted prior permission from their custodial parent/guardian or sponsoring program.

Curfew (for high school aged participants)

Curfew is defined as being in the participants' assigned room inside the residence hall at the designated time. In order to ensure a safe environment, participants must abide by in-building and in-room curfews outlined by their programs.

All participants must be in their residence halls and accounted for by 10:00 p.m. following Candlelight Mass.

Visitors

No visitors, including parents/guardians and non-program affiliated Boston College students, are allowed at any time without express permission of program staff.

Building & Room Access

Only university authorized personnel, program staff, and program participants have access to the residence halls. Any non-authorized individuals entering the residence halls will be accompanied at all times by university approved program staff.

Boston College reserves the right to enter rooms and conduct inspections or plain view searches for reasons of health, maintenance, and upholding community standards (including safety and policy concerns).

Additional Services**Participant to Adult Ratio**

All Boston College minors programs provide a student:staff ratio of 10:1 or lower.

Wellness Policy and University Health Services

Participants seeking medical care during the hours of 9:00 a.m. - 5:00 p.m. Monday through Friday will be accompanied by program staff to the Boston College University Health Services offices to receive care.

Outside of these hours, program staff will assess and respond to participants' medical needs. In the event of an emergency, participants will be accompanied to St. Elizabeth's Emergency Room by program staff and Boston College Police. If a participant is part of a school group and needs emergency transport by ambulance, the participant will be accompanied by his/her group chaperone if circumstances allow.

In all cases where medical attention is sought, the participant's custodial parent/guardian or emergency contact will be notified. Additionally, program and university on-call staff will be contacted.

Campus Recreation

Participants will not have access to Campus Recreation facilities during the program.

Participants are invited to participate in an optional walk/run with program staff around the Chestnut Hill Reservoir Monday-Friday of the program. There are breaks throughout the program when participants can choose to participate in other physical activities.

Parking on Campus

Participants are not permitted to park on campus at any time unless granted prior permission from their sponsoring program.

Fire & Safety

All residential summer programs are required by Boston College to run a fire drill. These drills are typically run the first evening that participants are in residence and are completed by university officials and are supervised by program staff. All participants must participate in the drill. Additionally, participants will receive a briefing on safety procedures which will be delivered by the Boston College Police Department and program staff on the first day of the program.

Transportation and Off-Campus Travel

Ever to Excel participants will be transported by chartered bus to Boston for a Boston Harbor Cruise and for a field trip to Faneuil Hall Marketplace.

Participants are not permitted to ride in program staff personal vehicles. Program participants may be shuttled by [Eagle Escort](#) as needed and required by the sponsoring program.

Unless granted prior program approval, Boston College does not provide train or airport support for program arrivals or departures. For transportation inquiries or concerns, please contact program staff.