June 2013

Dear Parents:

Welcome to the Middlebury College community. It is with pleasure that I look forward to meeting you, as your child begins his or her Middlebury education. This is a distinctive, energetic, and welcoming place, and it is my sincere hope that your child will settle swiftly into a life characterized by strong friendships, stimulating coursework, inspiring connections with faculty and staff, and rich experiences beyond the classroom. Throughout these diverse facets of their Middlebury experience, students will encounter ideas that will shape their thoughts, beliefs, actions and goals for the rest of their lives. This is a time rich with opportunity. It is also a time of some understandable anxiety.

As you help prepare for your child’s many transitions, you may wonder how well he or she will navigate the freedoms and demands of life at Middlebury. As we all know, there will be moments of exhilaration and success, but there will also be long nights of study, homesickness, and other challenges. How will each student manage these rewards and frustrations, the triumphs as well as the occasional setbacks?

In truth, this transition can be a bit daunting at first (perhaps as much for parents as for their children), but new students typically make friends, dive into their coursework, join student organizations, or sports teams, or music groups, faster than we as parents can imagine. And that, in part, is the point; learning to exercise new freedoms and responsibilities with growing maturity in novel and challenging contexts is one of the most important aspects of a liberal arts education. It is one aspect of becoming an informed, active contributor to society. It is also an essential component of a life well-lived.

Of course, our faculty and staff are here to offer guidance and counsel. This guide will be updated annually, and the newest version will always be available online at go.middlebury.edu/parentsguide.

Best of luck with preparations this summer.

Warmly,

Katy Smith Abbott
Dean of Students
Assistant Professor, History of Art and Architecture
Readers who would like a large-print version of this text may contact us at orientation@middlebury.edu or by calling 802.443.3103. For more information about your student’s arrival, please visit go.middlebury.edu/orientation.
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Traveling to Middlebury

Burlington International Airport
The Burlington International Airport is 35 miles north of Middlebury. Upon arriving in Burlington, there are several ways to get to Middlebury College.

Rental Cars
- Alamo: 800.327.9633
- Avis: 800.331.1212
- Budget: 800.527.0700
- Enterprise: 800.325.8007
- Hertz: 800.654.3131
- National: 800.227.7368

Bus Service to Downtown Burlington
Burlington Link Express, operated by Addison County Transit Resources (ACTR) and the Chittenden County Transportation Authority (CCTA), picks up passengers on a limited basis six days a week. More information available at www.actr-vt.org/bus_schedules/burlington_link.php.

Taxi Services from Burlington International Airport to Middlebury College
- Everywhere Taxi of Vermont: 802.238.4121
  www.everywheretaxi.com
- Jessica’s Vital Transit: 802.349.8833
  www.jessicasvt.com
- Middlebury Transit Company: 802.462.3838
  www.middleburytransit.com

Train Service
Amtrak: 1.800.872.7245; www.amtrak.com
The Amtrak Ethan Allen Express train runs daily between New York City and Rutland, Vermont via Albany, New York. Rutland is approximately 45 minutes south of Middlebury, and transportation from the train station to campus can be arranged through the taxi services listed above.

Driving to Middlebury College
Please note that specific directions to Commons Welcome Centers will be evident as you approach campus.

- From Burlington International Airport (approximately 1 hour): Left out of the airport. Go straight across Rt. 2/Williston Rd. until you enter Rt. 189. At the end of 189, left onto Rt. 7S. Approximately 30 miles to Middlebury on Rt. 7S. As you enter Middlebury, you will see a white church on the right. Right at church. Drive through town, following signs to Middlebury College/Route 125 (Otter Creek Bakery will be on your right). Proceed up College Street and look for signs that will direct you to your Commons Welcome Center.
Traveling to Middlebury

From Montreal (approximately 2.5 hours): Canadian Rt. 133S to U.S. Interstate 89S to 189S (in Burlington) to Rt. 7S to the town of Middlebury. Refer to the directions from the Burlington International Airport for specific directions from Route 7S.

From Boston (approximately 4 hours): 93N to 89N into Vermont. Take Exit 3 (Bethel) to Rt. 107W to 100N to 125W. Follow 125W past the Middlebury Snow Bowl and Bread Loaf campus until you come to a “T” with Rt. 7. Right on Rt. 7N; continue for several miles. As you approach downtown Middlebury, turn left on Cross Street. Take the second exit out of the roundabout and bear right onto College Street/Route 125 (Otter Creek Bakery will be on your right). Proceed up College Street and look for signs that will direct you to your Commons Welcome Center.

From New York City via Albany (approximately 5 hours; Albany is 2.5 hours away): Take 87N to Exit 20 (Glens Falls) to 149E to 4E to Exit 4 (Rt. 30N) into Middlebury. You will pass through Cornwall, and as you come uphill toward the College you will pass the College golf course. As you near campus, look for signs directing you to your Commons Welcome Center.

From Route 7, from the south: After driving through Brandon, Salisbury, and East Middlebury (past Rt. 125E–do not turn here), you will be approximately 4 miles from Middlebury. Continue on Rt. 7N; refer to “From Boston” for directions from Rt. 7N.

Local Lodging for Families
Middlebury is a popular vacation destination year-round; we recommend that you make reservations well in advance of your intended arrival dates. You may find the resources for lodging at go.middlebury.edu/lodging
The Commons System

The Commons System is Middlebury’s unique living-learning residential system that weaves the academic, social, and residential components of college life into an integrated community experience. Through the Commons, we provide students with the structure and support for exploration and growth, and the freedom to govern their own intellectual, cultural, and social development.

Each Commons is a community of about 600 students, first-years through seniors, living in a cluster of neighboring residence halls and houses. Students are assigned to a particular Commons when they enroll; all students are housed in that Commons through their sophomore year, and retain membership in it through their senior year. Each Commons—Atwater, Brainerd, Cook, Ross, and Wonnacott—is named after an important figure in Middlebury’s history.

This residential system encompasses far more than students’ housing assignments. Our curriculum is devised to encourage students to question, to make connections, and to explore the impact of our increasingly global community, and we use the Commons system to extend these goals beyond the classroom into all aspects of student life. One way we do this is by placing members of a First-Year Seminar in the same Commons so they can take advantage of opportunities in their shared residence halls for spontaneous discussion and debate. Seminar-based programming often takes place in the residential spaces. Each Commons also has its own roster of more than 30 faculty and staff members who regularly participate in Commons community meals, share their expertise, and help develop programming of interest to their particular community.

In addition, each of the five Commons is led by a designated team of faculty and staff devoted to partnering with their students to shape an environment that challenges students’ assumptions, engages their imaginations, and broadens their horizons.

The Commons Team

Each Commons team consists of one or two Commons heads, a Commons dean, a Commons coordinator, one Commons Residential Assistant (CRA), and a staff of student First-Year Counselors (FYC), Residential Assistants (RA) and Community Assistants (CA). The Commons team offices are centrally located in or near the residence halls and are easily accessible to students.

Commons Head: Seasoned faculty members set the intellectual tone of each Commons and lead these communities, while maintaining their identities as scholars and teachers. They live in houses adjacent to campus, frequently host student events on campus and in their homes, and work directly with students and faculty colleagues to create a vibrant educational atmosphere in their residential community.

Commons Dean: The deans are responsible for overseeing all aspects of the residential experience for their students. They provide academic and personal support and guidance, assist in resolving conflict, and enforce College policy. Along with the Commons heads, the Commons deans help bridge students’ academic and residential experiences, playing a crucial role in supporting Middlebury’s goal of providing a seamless educational environment.
Commons Coordinator: The central manager of Commons activities, the Commons coordinator oversees all daily operations, advises students on the logistics of residential life, and creates a welcoming atmosphere in the office.

Commons Residential Adviser (CRA): CRAs are recent graduates who live in the residence halls. They work with the Commons team to build community, to support the student residential life staff, and to provide after-hours support for their students.

First-year Counselors, Resident Assistants, and Community Assistants: First-year counselors (FYCs) are returning students who apply through a highly selective process to serve as live-in mentors in first-year residence halls and provide academic guidance and personal support to Middlebury’s newest students. Resident assistants (RAs) and community assistants (CAs) are returning students who live in upper-class halls and houses and offer residential support for transfer, exchange, and returning students.

For more information about the Commons, please visit the Commons website at go.middlebury.edu/commons. Contact information for each Commons team can be found online.

Communication with Parents
One of the ways in which we reinforce our students’ development into mature adults is by emphasizing responsibility and accountability for their own behavior. If academic or behavioral issues arise, our deans, staff, and professors work directly with the student to resolve matters. We consider all students to be adults, regardless of age, and will refrain from informing parents or guardians about individual issues except in unusual circumstances, such as a serious medical or other emergency, involuntary hospitalization, reports of actions affecting a student’s academic standing, and serious disciplinary actions. Thus, Middlebury College will send notices to parents when students are issued serious College judicial sanctions (such as a reprimand, probation, or suspension) and in situations in which a student poses a danger to himself or herself or to others.

In the academic realm, if a student is performing below a C– level, most professors will send the student a warning and will send a copy to the student’s Commons dean. Normally if a student receives two or more warnings, parents are notified. If students experience serious academic difficulties that result in probation or suspension, the student’s Commons dean will send notification to the student and to parents. It is not unusual for students to receive warnings in their first year while they adjust to Middlebury College requirements. We generally know when students are struggling and can help them plan their work, arrange for tutors, strengthen their study skills, or better manage their time. At the end of each semester, grades are posted on a secure website to which students have access, and we strongly encourage students to share this information with their parents.

As you prepare for your student’s college years, it is also important to understand the areas of communication with Middlebury College that are governed by the Family Education Rights and Privacy Act, or FERPA. Under the federal guidelines of FERPA, Middlebury may not disclose to anyone, including parents, confidential, personally identifiable student data from education records, without written consent from the student. This information includes but is not limited to social security numbers, date of birth, ethnicity, gender,
country of citizenship, class schedules, grades, grade point averages, and parents’ or guardians’ names and addresses. As noted above, Middlebury also may not disclose information about student illness, disciplinary issues, or other personal events unless we have received written consent from the student or the situation is significantly serious. You may find more information about FERPA on our website at http://www.middlebury.edu/ferpa.

**Student Health and Wellness**

Together with parents, staff and faculty recognize the college years can be predictably stressful and demanding—physically, emotionally, socially, and intellectually. Students’ ability to cope, develop skills, care for and understand themselves within the college environment develops over the course of their four years as they learn to manage more independently and to identify resources for support.

To assist in this process, our medical staff provides comprehensive acute health care for students in order to assist them in meeting their health needs and to increase health promotion, health maintenance and health care access. Our counselors strive to promote, enhance and support students’ emotional and interpersonal well-being within a safe, confidential environment through a range of mental health services.

There are also several ways parents can help:

First, take a minute to discuss the basics of your family (or college student) health insurance plan with your child, including benefits and limitations.

Second, we find that many students arrive at Middlebury inadequately prepared to handle minor illnesses. We strongly recommend that you discuss personal health care with your child so she or he understands how to use the following:

1. thermometer (bring one and know how to use it)
2. anti-inflammatory medication (ibuprofen or naproxen sodium)
3. pain relief medication such as acetaminophen
4. cough medicine such as guaifenesin
5. nasal spray decongestant (oxymetazoline, a.k.a Afrin)
6. nasal irrigation (a.k.a. Sinus Rinse)

Finally, if you have healthcare questions, call us at 802.443.5135 or visit our health and counseling website: http://www.middlebury.edu/parton.

**Alcohol:** Our approach toward student health and wellness, especially in relation to alcohol and other drugs, is to support our educational goals while upholding College policies and state and federal laws. The legal drinking age in Vermont is 21. Middlebury is concerned about illegal drug use and alcohol abuse in our society and in our community and regards them as serious problems that can affect the entire College community.

As educators, we are quite aware of the statistics indicating that over half of the nation’s students begin drinking in the ninth grade or earlier and that over 70 percent of our incoming students have had experience with alcohol before entering college. These statistics place in perspective the challenge we face in developing appropriate responses to alcohol use and abuse on campus. We find that during the first year of college, some students do a great deal of exploration with alcohol. Without the watchful eyes of parents, students enjoy greater freedoms and find it easier to experiment. We actively provide intervention,
education and counseling programs, and referrals. Our Commons-based residential staff is trained to respond to this behavior and is supported by College policies, health and disciplinary interventions, education programs, and other staff and faculty. Even with this team approach, we have students who “binge drink” and require medical attention.

We ask your support in discussing this important issue with your son or daughter before and throughout their college career. In addition, all of our new students are required to participate in the on-line “MyStudentBody” program, and we encourage parents and family members to both support their students’ completion of this program and to explore the parents’ version of the program. We will send you a separate letter in early August describing this resource in more detail.

We are hopeful that students’ and parents’ thoughtful use of this resource will ensure that all of our students arrive at Middlebury well informed about the scientific aspects of alcohol consumption and its effects, and that they will be prepared to make safe choices for themselves.

**Residential Living**

Students at a residential college are part of a community of learners. Residential life supports and complements the academic programs and educational mission of the College, providing students with substantial opportunities and responsibilities to initiate, organize, and direct the cultural and social life of the College. As Middlebury attracts students from diverse backgrounds, it is crucial that our system nurture the educational and personal development—and personal responsibility—of all students.

While maintaining options for individual needs and preferences, every residential unit is open to all students without regard to race, sex, religion, ethnic origin, sexual orientation, gender identity or expression, or disability. These and other principles and policies that guide Middlebury’s residential life program can be explored in more detail at [www.middlebury.edu/about/handbook/residential/](http://www.middlebury.edu/about/handbook/residential/).

After the first year in primarily first-year student halls, the residential experience at Middlebury includes a wide range of options. These include residence halls (with single rooms; rooms for two, three, and four students; and suites), academic interest houses where the residents share a particular intellectual focus, and social houses. Students also live in College-owned houses and in townhouse-style campus residences. Although a small percentage of students choose to live off campus, the majority of Middlebury students live on our 350-acre main campus.

**Buying Items for College**

The business community of Addison County, in which Middlebury College resides, works hard to meet the needs of college students by providing many of those items locally, and by special-ordering those products that are not sold locally when possible. By purchasing products from Middlebury businesses, students and their families contribute to a thriving local economy, support the strong relationship between the College and the community, and reduce the need to pack, ship and transport excess items.

To learn more about shopping for useful items in the town of Middlebury, visit [www.middkid.com/backtoschool](http://www.middkid.com/backtoschool).
Residential Living

The Rooms
First-year students usually live in a double room. These rooms are typically 20 feet by 12 feet and are furnished with a twin bed, closet, desk, desk chair, bookshelf, and dresser for each person. All of our mattresses are extra-long, 80-inch, twin mattresses. Each room also contains a recycling container for paper, cans, bottles, and other materials Middlebury processes at our campus recycling center. There is a garbage can for non-recyclable trash. Here is a list of other items students may want; all can be purchased locally:

- Study lamp and/or floor lamp with light bulbs—CFL light bulbs use about 75% less electricity than incandescents, so choosing CFLs will help you do your part to assist Middlebury in achieving carbon neutrality by 2016! Every little bit counts!
- Hangers—keep in mind most people have tons of extra hangers lying around, so ask family and friends before you buy new ones
- Power strips with surge protections — chargers and most electronics, such as TVs, gaming systems, microwaves, etc. use electricity even when they’re off, so be sure to get a power strip that can be turned off to cut the power to those items when they’re not in use; you can also get a “SmartStrip” that has a master outlet that will automatically cut power to the other outlets when the control item (like a computer) is turned off
- Sheets and mattress pad
- Small area rug or carpet remnant up to 16 x 10 feet in size
- Blankets, pillows, and towels
- Wooden drying rack (an energy-efficient and inexpensive alternative to clothes dryers)
- Posters and other decorations that can be affixed to the wall without using nails
- Most students don’t find it necessary, but your student may wish to bring a microwave/refrigerator.

We encourage students to pack lightly and to bring only what is truly necessary for campus life. This minimizes room and storage clutter and reduces the volume of items left behind at the end of the year which the College has to process through our recycling center.

What To Leave at Home
The items listed below are not allowed.

- Halogen lights are prohibited at Middlebury, as they pose a significant fire risk.
- String lights are not allowed. Rope lights encased in a tube are permitted, provided they have UL approval. Incandescent light bulbs are discouraged. Compact fluorescent light bulbs (CFLs) are available on campus and in town.
- Candles, incense, and any devices that create open flames are fire hazards and are not approved in student rooms. (Smoking is also prohibited in all buildings on campus.)
- Electrical appliances with exposed heating elements (toasters, heaters, and hot plates) are not allowed in student rooms. Only irons with automatic shut-off mechanisms are permitted.
- If the room has a kitchenette, toasters are allowed. Kitchen units, where cookware may be stored and used, are available in every hall.
- We discourage the use of Styrofoam as a packing material.
**Residential Living**

**Roommates**

One of the most wonderful and sometimes challenging aspects of the first year is living with a roommate. Roommates are chosen based on responses to a detailed questionnaire, and we do our best to match roommates by interest, personality, and habits. The initial adjustment period can sometimes be uncomfortable. As noted earlier, Middlebury is committed to maintaining a community of students with diverse identities, backgrounds, and perspectives, and this mix can challenge students’ personal value systems. We consider the residential experience a vital component of students’ education and growth, and if and when roommate conflicts arise, we encourage students to try to work out their differences. To this end, we do not permit new students to change rooms for the first month of school. After this period, students still having difficulty who have made use of all of the assistance we offer (FYCs, CRAs, and Commons deans) may change roommates, space permitting. Typically, however, most initial difficulties are resolved as students learn to express their needs and develop solutions to their differences.

We invite students to begin learning about their future roommates through direct e-mail communication prior to arrival if possible (students’ Middlebury e-mail addresses are available through our Web-based directory and roommate assignments will be made in August). We advise students to approach this communication process, and these relationships, with the understanding that while they may discover differences, they will inevitably also discover important similarities.

**Cleaning**

Cleaning equipment is readily available, and students are responsible for keeping their rooms in order. The custodial staff cleans and maintains common areas, such as kitchens, bathrooms, and lounges, but the students are collectively responsible for ensuring that these common areas are kept tidy. In the event that common areas in the residence halls are damaged and those responsible cannot be identified, all students living in the residence are billed a prorated share of the expenses. Charges are imposed for damage to rooms or furniture, for removal of furniture, and for rooms not left in neat condition at the end of the occupancy period.

**Campus Access and Keys**

Middlebury uses an electronic access system to ensure students, faculty, and staff safe access to College facilities. Students are issued a computer-activated access card that allows them entry to all residence halls and appropriate access to other campus facilities. Students are also issued a room key or key code for their bedrooms. We urge all students to protect their property and ensure their personal safety by locking their rooms when they are away or are sleeping. Middlebury does not accept responsibility for the loss of money or personal property or for damage to belongings in the residence halls or anywhere else on campus. You are encouraged to check with your insurance carrier to confirm if your student’s belongings are adequately covered.

**Arriving on Campus**

*New students:* New students arriving before the designated move-in day will not be admitted to their rooms. No items may be placed in a room before the official start date of a student’s residency. Please see the Orientation FAQs for Families (go.middlebury/orientation) for move-in day dates and instructions.
Returning Students: Each year, upper-class students are permitted to arrive on campus 1–2 days before classes begin. Students are not permitted to arrive earlier than these designated return days (announced each year by the Dean of the College) and will be charged $400 per day in addition to their meal costs if they do so. The meal plan for upper-class students begins with dinner on the Sunday evening before classes start in September, and on the day before classes begin in January. Please visit www.middlebury.edu/studentlife/commons/housing for more information about move-in.

Departing from Campus
At the end of the fall and spring terms, students must vacate their rooms within 24 hours after their last exam. Failure to do so will result in a $400-per-day fine in addition to meal costs. Please visit go.middlebury.edu/housing for more information about move-out.

College Vacation Periods
During the fall term, there are College recesses in October, November, and December. Students are allowed to remain on campus during the October and November recesses, although Dining Services closes for some portion of the November (Thanksgiving) recess. The College completely closes during the December recess between Christmas and early January; dining halls are closed as well, and students cannot remain on campus during this period. Students with special circumstances may request permission to remain on campus; if it is granted, students are responsible for their own meals.

During the February and March recesses, students may stay on campus and eat in the dining halls. Only students who register for winter term classes or internships taking place on campus may reside on campus during winter term; all students who are not registered for a winter term class on campus are required to turn their room key in when they leave campus at the end of the fall term.

Travel Plans
We often receive requests from students to change their final examination schedules because they have purchased non-refundable plane tickets that require them to leave campus before their exams are finished. We remind students that their academic obligations must come first; we do not issue examination changes in order to accommodate travel plans. We encourage students to book their return flights only after they know their examination schedule. Students who must book flights in advance should make arrangements to fly after the last examination of the semester is given; this information is available two years in advance on Middlebury’s academic calendar (online at www.middlebury.edu/academics/calendar).
Ride Board
Middlebury maintains a ride board in the McCullough Student Center that is accessible to students only. Students who can provide or are in need of transportation assistance post their travel plans and are able to develop cooperative arrangements. The Student Government Association (SGA) also provides reduced-cost transportation options during each College recess. Motor coach transportation is provided to New York City, Boston, White Plains, and the Burlington International Airport. For more information during the summer, please check the Box Office website at go.middlebury.edu/boxoffice.

Bikes
The Middlebury campus (and in fact, the entire state of Vermont) is extremely bicycle friendly. Bikes are strongly encouraged as an alternative to cars. Students who bring their own bikes are asked to register them with the Public Safety office so they can be identified in the event that they are lost or stolen and recovered. They are also encouraged to bring a sturdy bike lock. There is ample outdoor bike rack space, and indoor storage is available during the winter months. We offer a student-run, campus-based bike repair shop with free maintenance and repair classes. Students can apply their repair skills to one of the many abandoned bikes the College has collected over the years; once they fix it, it’s theirs! More information can be found at go.middlebury.edu/bicycles.

Cars
Cars are not necessary at Middlebury. Although they are permitted on campus, we discourage them; our parking spaces are limited, and it is our policy to conserve energy and fuel wherever possible. To that end, we have worked hard to develop our own services and partner with the community to make campus and public transportation accessible and inexpensive for our students. To learn more about available transportation services around campus and throughout the region, please visit www.middlebury.edu/sustainability/transportation. Students who must bring vehicles to campus must register them with the Office of Public Safety; directions for doing this were included in the Pre-Arrival Guide mailed to students in June (and to Febs in December). Students will receive a copy of the parking regulations and a parking permit when they arrive on campus. Students approved to arrive on campus earlier than the first day of Orientation must register their cars at the Department of Public Safety at 125 South Main on the day of arrival.

Storage
Some residential facilities offer in-building storage spaces for empty boxes, trunks, and suitcases. All personal belongings must be removed from residential storage spaces at the end of the academic year or when a student withdraws from the College or leaves to participate in an off-campus study program. Items not claimed at the end of the storage period are disposed of. The College is not responsible for items placed within storage spaces. For storage options outside of a student’s enrollment on campus, and for details specific to the College’s Fletcher Barn please see the information posted at go.middlebury.edu/storage; for additional storage options visit www.campusstorageonline.com.
Cashing Checks
Banks in town accept student accounts and have cash machines, and there are several on-campus Automatic Teller Machines (ATMs). The College Cashier’s Office is open from 8:30 a.m. to 4:00 p.m. Students may cash up to $50 in traveler’s checks at the Cashier’s Office as well as checks from parents or guardians when made payable to a student. One day’s notice is required to cash a check for more than $50. Students interested in establishing local bank accounts may contact any of the banks below.

Citizens Bank: 36 Middle Road/Route 7; 802.388.6791; www.citizensbank.com
KeyBank: 47 Creek Road; 802.388.4031; www.key.com
National Bank of Middlebury: 30 Main Street; 802.388.4982; (has two ATMs on campus) www.nationalbankmiddlebury.com
People’s United Bank: 114 South Village Green/Route 7; 802.388.6316; www.peoplesunitedbank.com

Charging Items on Campus
Students may use cash or major credit or debit cards for campus purchases.

Comprehensive Fee Invoice
The bill for the comprehensive fee is accessed through BannerWeb. This links to QuikPay where statements can be printed and payments made on-line. The bill may also include campus charges, such as parking fines and dorm damages. Balances that are overdue by 30 days or more may delay students from receiving copies of transcripts, registering for courses, or drawing a room in April for the following year. Bills for the fall term are available online in early July due by August 15. An e-mail is sent to the student announcing that the bill is ready for viewing. Spring term bills are presented in early November, due by January 15. Interest-free payment plans are available through FACTS Management Co. (also known as NELNET). A payment plan may be set up online at the QuikPay site. Bills that are not settled in full by the due date are subject to a late penalty fee of $250. Questions about account balances and payment plans may be directed to the Student Financial Services Office at 802.443.5158.

Computers
Students may connect their computer to the hard-wired campus network in their residence hall room or they can access the wireless network throughout most of the campus. Both Windows and Macintosh computers are supported on campus. Students may bring their own computer to campus, but they are strongly encouraged to purchase one of the systems recommended by Middlebury. By purchasing a designated model, they may avoid problems with compatibility and receive better support, since the purchase may include configuration with the network, file servers, and installation of standard software in use at Middlebury.

Middlebury has over 300 PCs and Macs for general use in public computer laboratories, classrooms, and the library. Laser printers are available in the public labs and the library. Please consult with the Technology Helpdesk staff at 802.443.2200 to discuss the recommended configurations for student computer systems, and review the information on our website: go.middlebury.edu/helpdesk. This website includes specific information on purchasing new computers.
Confirmation of Enrollment
Insurance companies frequently require families to submit forms confirming their student’s enrollment in college. Your student’s Commons office is authorized to complete these forms; please visit Middlebury’s online directory for contact information. Students arriving in February who need this information prior to their Commons assignment may contact the Office of the Dean of Students for this documentation.

Dining Services
All Middlebury students are automatically on the full meal plan (included in their comprehensive fee), which entitles them to breakfast, lunch, and dinner in any of the campus’s dining halls. They may eat in the dining hall of their choice and enjoy unlimited servings at each meal. There are also no restrictions on the number of times a student may enter a dining hall during each meal period; this means a student may eat dinner at one dining hall and then enjoy coffee and dessert with friends at another. To accommodate student schedules, a bag lunch option is also available, and Dining Services offers early and late meals to athletic teams when practices and competitions create scheduling conflicts. Some members of the campus community have special dietary needs. We post ingredient lists for all of our main entrées and for many other foods. We are able to meet the dietary needs of the vast majority of our diners and can make special arrangements for students on a case-by-case basis. We encourage students to take advantage of Dining Services’ open-kitchen policy to speak with managers and chefs about special needs or requests.

Middlebury Dining Services strives to maintain a “Green Dining” approach to campus food practices. These include buying local and organic foods, maintaining an active composting system, using biodegradable utensils and products, partnering with the Middlebury College Organic Farm to provide student-grown produce in the dining halls, and many other initiatives. To learn more, visit www.middlebury.edu/sustainability/food/dining.

Laundry
The College offers laundry facilities at various central locations around campus. Most students use the College laundry rooms, but some opt for student-run laundry services. Descriptions of these services will be sent to students in the June mailing (or December mailing for Febs). Middlebury discourages the use of clothes dryers in favor of inexpensive and energy-efficient drying racks. To learn more about the effect this choice can have on saving energy and reducing Middlebury’s “carbon footprint,” visit www.middlebury.edu/sustainability/tools/footprint.

Medical Insurance
www.gallagherkoster.com/Middlebury
Middlebury College requires that all students have a U.S.-based medical insurance policy to pay hospital costs and medical bills if your student becomes injured or develops a major illness. If your family plan will not cover your student and s/he does not have an individual plan, you need to purchase one. The College has arranged for a plan to be available to your student, the plan is offered by Gallagher Koster Insurance. The College does not receive a commission or any other remuneration from the offering or sale of student health insurance.
Religious Services
Middlebury welcomes students of all religious faiths, and views the College’s religious diversity as a strength. Chaplain Jordan leads ecumenical Christian prayer services frequently throughout the year, as well as services in Mead Chapel on special occasions; Hillel maintains an active program for Jewish students and sponsors weekly Shabbat services; and Catholic students may attend weekly mass and participate in the Newman Society. The Christian Fellowship meets weekly on campus; Islamic prayer services are held every Friday; at the Scott Center a student meditation group meets on Monday evenings while the Quakers meet on Sunday afternoons; and the Unitarian Universalists sponsor regular fellowship dinners. Students also attend services at local churches and religious community centers, many of which are within walking distance. Times and locations for worship at local congregations are listed on the Chaplain’s Office Web page, go.middlebury.edu/chaplain. In addition, there are many small student-led spiritual and religious groups that form on campus from semester to semester.
**Keeping in Touch**

**Mail**

The Student Mail Center is located on the lower level of McCullough. The business hours are Monday through Friday, 9:00 A.M.–4:00 P.M. The Student Mail Center processes and delivers U.S.P.S. mail/packages as well as Federal Express, U.P.S. and D.H.L. for all students, staff and faculty.

Students may then come down to the Student Mail Center to claim their package during business hours. If a package is small enough to fit in their box, we will sign for it and put it in their box. Student’s mailbox and combination numbers can be found on their BannerWeb page along with his/her personal information.

Instructions on where to obtain a mailbox combination and how to open a mailbox are posted near the business window. There are no deliveries to student residence halls. Students will retain their mailbox during their four years at Middlebury College unless they leave campus for an extended period of time.

The Student Mail Center does not sell postage, envelopes, or other mailing supplies. Students may purchase these at the College Bookstore or Midd Express (located in McCullough). Prepaid packages can be sent from the Student Mail Center. Due to federal restrictions, the Student Mail Center is not allowed to send out U.S.P.S. envelopes or packages that are over 13 ounces with stamps on it. Students may send those envelopes/packages over 13 ounces via U.P.S. through Mailing Services located in the Freeman International Center or through the U.S. Post Office in Middlebury located at 10 Main Street.

The correct mailing address for all students should be in the following format:

**Student Full Legal Name**  
*(no nicknames, please)*  
Box #, Middlebury College  
14 Old Chapel Road  
Middlebury VT 05753

**Shipping Baggage/Boxes/Equipment**

During the academic year and summer, new students entering in February and returning students who need to ship larger items (i.e., trunks, luggage, special-ordered equipment) to campus should send their items, prepaid, to the campus Mail Center. Because our Mail Center fills quickly when packages linger, students should coordinate their shipments so packages can be retrieved within three days. Items being sent to the Mail Center may use the same address format listed above. Students will receive an e-mail from mailcenter for each package when it arrives.

Students will receive a separate e-mail for each package received at the Student Mail Center. If a student receives an e-mail for a package it may be collected at the Student Mail Center, Mondays through Fridays from 9:00 A.M.–4:00 P.M. We will be open Saturdays (in September only!) from 9:00 A.M.–12:00 P.M.

The Service Building Warehouse will be open at the beginning of the school year to accommodate the higher volume and larger-size packages. Students should use the same address previously listed. If a student receives a package at the warehouse they will get a notification slip in their student mailbox. All packages for which a student receives a white slip may be collected at the Service Building Warehouse located at 84 South Service Road (the large white shed) located behind the McCullough Student Center.
The warehouse will be open for pick up September 2 from 9:00 a.m.–3:00 p.m. and September 3–13, 11:00 a.m.–3:00 p.m. When picking up those packages, students should bring their student ID and packing slip to expedite this process.

**E-mail**

Electronic mail is used extensively at Middlebury College and is the primary mode of all-College communications. We expect students to check their e-mail accounts regularly. All students, faculty, and staff are provided a free Internet e-mail account. Middlebury’s website offers a directory of e-mail addresses, telephone extensions, and campus mailing addresses. Some directory information fields (such as student residences and home addresses) are not displayed outside of the College’s network, and the computing user name is listed rather than the alias. The directory can be found at go.middlebury.edu/directory or by clicking “Directory” under “Quick Links” at the bottom of the Middlebury homepage.

**Fax Services**

Incoming faxes may be sent to 802.443.2068, which is a fax machine in the College Mail Center, accessible only to Mailing Center staff members. The fax is delivered to the student’s mailbox. Please be sure the fax includes both the student’s name and box number. In addition, there is an outgoing-only fax machine located near the Davis Family Library information desk. There is no charge to fax from this machine.

Faxes may also be sent from and received at the following numbers in the Commons offices:

<table>
<thead>
<tr>
<th>Office</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atwater</td>
<td>802.443.3319</td>
</tr>
<tr>
<td>Brainerd</td>
<td>802.443.3329</td>
</tr>
<tr>
<td>Cook</td>
<td>802.443.3339</td>
</tr>
<tr>
<td>Ross</td>
<td>802.443.3349</td>
</tr>
<tr>
<td>Wonnacott</td>
<td>802.443.3359</td>
</tr>
</tbody>
</table>

A line for telephone or fax in student rooms is available upon request. There is a fee charged for this service.

**Telephones and Cell Phones**

*Courtesy telephones* are provided in all residence halls. These telephones are located in common areas and hallways. In smaller houses there is one courtesy phone in a common area. These phones may be used for emergency calls to 911 or Public Safety x5911, calls to on-campus locations and to make local and toll-free calls. Long-distance calling requires a calling card.

**In-room Telephone Service—Academic Year Only:** Residential hall rooms do not have telephone service. However, if a student desires a telephone land line in his/her room, he/she may request service that includes a voice mailbox through the Personal Information link in Banner Web. There is a $50 installation fee per academic year. Students can expect service within approximately two weeks of the request. Students will need to provide their own telephone.

**In-room Telephone Service—Summer:** There is no residential hall telephone service available in the summer.

**Cellular Telephone Service:** At present we find that Verizon Wireless, AT&T Wireless, and Sprint offer the best reception and service plans for the Middlebury area. For details on any company’s coverage, please visit their websites.
Keeping in Touch

**College Publications**
In addition to occasional mailings from the College, parents receive the following communication:

- **MiddNews**, e-mailed quarterly to all parents whose e-mail addresses are in our database (to subscribe, contact [www.middlebury.edu/newsroom](http://www.middlebury.edu/newsroom))
- **Middlebury Magazine**, the alumni magazine, published quarterly
- **College Engagement Calendar**, published annually
- **The Middlebury Campus** ([www.middleburycampus.com](http://www.middleburycampus.com)), the weekly student newspaper, is available on the web. To receive copies in the mail, you may subscribe by going on the Box Office website at [go.middlebury.edu/boxoffice](go.middlebury.edu/boxoffice).

**Parental Involvement**
Parents are always welcome on campus. Each fall, the College hosts a Fall Family Weekend, during which families visit campus and participate in academic, social, cultural, and athletic events. Parents of incoming Febs are welcome to attend in the fall prior to their student’s arrival, although you may prefer to wait until the following year. Information about this weekend is mailed over the summer and can also be found on the web at [go.middlebury.edu/ffw](go.middlebury.edu/ffw).

Our Bread Loaf campus is open for housing during Fall Family Weekend. Please contact Susan Levine with questions about Fall Family Weekend at 802.443.5777 or [parents@middlebury.edu](mailto:parents@middlebury.edu).

Over the course of the year, you will also be invited to attend various Middlebury events held throughout the country or overseas. Please join us at these alumni chapter-sponsored events. There are volunteer opportunities available for parents as well. ([http://blogs.middlebury.edu/alumni/volunteer](http://blogs.middlebury.edu/alumni/volunteer)). You may also volunteer through the Career Services Office to participate in a Career Conversation with students interested in your area of work or provide an internship in your workplace for a Middlebury student ([see www.middlebury.edu/academics/resources/so/alumni/howyoucanhelp](http://www.middlebury.edu/academics/resources/so/alumni/howyoucanhelp)).

If you’d like information about parent giving, please contact Heidi Webb at 802.443.2888 or [hwebb@middlebury.edu](mailto:hwebb@middlebury.edu). We know how important it is to prepare our students for life beyond the campus, and we welcome your input and counsel.

**Change of Address**
To change your or your student’s mailing address in Middlebury’s database, please contact your student’s Commons office. To change an address prior to your student’s matriculation, you may contact the office of the Dean of the College.
Academic Advising
Middlebury offers a variety of resources to support students as they develop their academic interests and goals. When students first arrive at Middlebury, their First-Year Seminar professor serves as their adviser. This ensures that the faculty member who is guiding them through their initial academic choices is also meeting with them regularly in class and getting a first-hand sense of the students’ strengths and interests. Transfer students are assigned an Adviser before they arrive based on their intended major. When students declare their major by the end of their third semester, they select a professor from their major department as their Adviser. Commons heads and deans are available to all students in their Commons for additional support, as are the staff members of the Center for Teaching, Learning and Research, who can guide students on appropriate scheduling, time management, and other academic issues. Advising committees are available for students interested in careers in the health professions, law, engineering, teaching, and architecture. In addition, students regularly seek and receive advice from professors with whom they have forged an informal connection.

First-Year Counselors
All first-year students will have a first-year counselor (FYC) living on their floor. The FYC’s primary role is to foster the intellectual and personal development of first-year students by serving as a mentor, and by directing students to the many different educational opportunities available at Middlebury. As an academic adviser, the first-year counselor communicates regularly with the Commons dean and head about their students’ progress and any difficulties they may be having with class work.

Academic Reporting
Academic progress is measured by grades A, B, C, D, and F. At the end of the fall and spring terms, grades are posted on a secure website to which students have access. It is expected that students will keep their parents informed of their academic progress.

Academic Honors
Students who have taken a full course load and earned a grade-point average of 3.6 with no grade lower than B– are named College Scholars. Students who gain places on the Dean’s List have earned a 3.3 grade point average with no grade lower than a B–.
Academic departments award students Honors, High Honors, or Highest Honors at graduation, based on grades and independent senior work. The College also recognizes superior academic
achievement in election to Phi Beta Kappa; degree honors at commencement of cum laude, magna cum laude, and summa cum laude; appointment as valedictorian and salutatorian to graduates ranking first and second in their class; and prizes, scholarships, and fellowships.

The Honor Code
Middlebury College upholds a student-initiated honor code. When students arrive on campus, they are introduced to the honor code through interactive sessions during Orientation, as well as through ongoing discussion and exercises in their First-Year Seminar. Each new student also receives an Honor Code User's Guide, which includes advice and resources for doing honest work at Middlebury.

There is a basic quid pro quo, or “this for that” arrangement at the heart of Middlebury’s honor code. Faculty agree that they will support an intellectual environment of trust and respect for students by giving unproctored exams in which they are available nearby to answer questions, but do not hover over students to monitor potential cheaters. Students, in exchange, agree to two things: 1) that they themselves will not cheat, plagiarize, or duplicate work on separate assignments, and 2) that they will not tolerate these behaviors in other students and will take action if they become aware of other students’ honor code violations. For the honor code to succeed, it is essential that all three commitments—one from the faculty, two from the students—be upheld.

The values that guide our academic community are as follows: your work should be your own when required, and should be original to each assignment; when using outside sources, their origins must be acknowledged according to your professor’s citation format of choice; and if you have any concerns about asking for help, collaborating, or how to cite correctly, ask your professor for guidance. The vast majority of our students find these parameters very easy and helpful to adhere to.

In general, it is not acceptable for students to complete their academic work with assistance from their parents. On this topic, nationally recognized ethicist Randy Cohen once observed on National Public Radio that “the purpose of college is to become an educated person.” He went on to note that although some kinds of parental input—rich discussions about topics, for example—do not compromise this goal, others, such as proofreading for grammar or accuracy, do (March 11, 2007, NPR). We recommend that students check with professors before sharing assignments with parents to make sure they are clear on what kind of input is permitted, if any. There is also an implicit assumption that all students at Middlebury have access to the same educational resources when they complete an assignment. If some students have highly knowledgeable parents providing editing available only to them, this violates a community principle of fundamental fairness.

For more information about Middlebury’s honor code, visit go.middlebury.edu/honorcode.

International Programs and Off-Campus Study
Each year, about 60 percent of Middlebury juniors study abroad in more than 40 countries through nearly 100 programs and universities.

These include Middlebury’s C.V. Starr-Middlebury Schools Abroad, which we have been operating for over half a century. The Middlebury Schools Abroad are located in...
37 cities in 16 countries: Argentina, Brazil, Cameroon, Chile, China, Egypt, France, Germany, India, Israel, Italy, Japan, Jordan, Russia, Spain, and Uruguay. The Middlebury Schools Abroad are designed to immerse students in the language and culture of the host countries. All course work is taught in the local language (with the exception of India), and in most cases students enroll in local universities.

Middlebury is a member of the Intercollegiate Center for Classical Studies program in Italy and is the lead member of a consortium affiliated with the Centre for Medieval and Renaissance Studies at Oxford. Middlebury also has exchange agreements with the University of East Anglia and the University of Nottingham, both in England. Also in England, Middlebury has an arrangement with Lincoln College at Oxford University, which provides opportunities for several highly qualified students to study for the full academic year at Oxford. In addition, each year a significant number of Middlebury students study abroad on externally-sponsored programs in countries such as Australia, Costa Rica, the Czech Republic, Denmark, Ghana, Greece, India, Kenya, Madagascar, Nepal, New Zealand, South Africa, Tanzania, Thailand, and the United Kingdom, among others.

Because engagement with the rest of the world is one of Middlebury’s highest priorities, we strongly encourage students to study abroad for a full year during their junior year. The benefits of such longer-term study are immense, and most students who spend a year abroad report that they have had a truly transformative experience. Students should begin planning for study abroad during their first year to ensure that they can meet language and College requirements. Students should also be aware that if appropriate courses are selected, major requirements can be satisfied with study abroad courses. Students are welcome to visit International Programs and Off-Campus Study to learn about study abroad opportunities, and see go.middlebury.edu/studyabroad for more information.

Writing Program

The ability to write clearly and effectively is central to a liberal arts education. As part of our commitment to encouraging students’ growth as writers during their years at Middlebury, the College requires all new students to successfully complete a writing-intensive First-Year Seminar and one additional writing-intensive course. Transfer students may consult with Assistant Dean for Instruction Kathy Skubikowski to determine which writing requirements, if any, they have fulfilled through their previous course work. Middlebury’s Writing Program offers several courses that focus extensively on the writing process, as well as free tutoring to students at any stage in any writing project. Students may meet regularly with staff tutors during scheduled weekday sessions or with peer tutors during evening and weekend drop-in sessions at the Writing Center in the library’s Center for Teaching, Learning, and Research. The following is a sample of some of the many resources that are available to all Middlebury students at no additional cost, except where noted. For a complete listing of administrative offices, see www.middlebury.edu/offices.
Career Services
go.middlebury.edu/eia
Career Services, located within the Center for Education in Action (EIA), provides career guidance and resources that are appropriate to each student's developmental needs. The Four-Year Career Education program maps steps students can take each year to gain knowledge of the world and of work and its connection to their academic studies. This process includes using the resources of Career Services, pursuing interests through campus activities and community service, participating in winter term and summer internships, and engaging in a job search or investigating professional or graduate school. Students can make connections with alumni and representatives from diverse employment fields through career conversations, panels, on-campus recruiting, and other interviewing venues. By exploring this full range of programs, students come to understand and capitalize on their liberal arts education as they leave academia to take their place as global citizens.

Center for Teaching, Learning, and Research (CTLR)
go.middlebury.edu/ctlr
The Center for Teaching, Learning, and Research (CTLR) is located at the rear of the main floor of the Davis Family Library. Professional staff/faculty assist faculty with development of the syllabi, refinement of pedagogy and pedagogical development. Professional and peer tutors help students with writing, time management, study skills, and provide subject-specific tutoring at no charge. The CTLR aims to integrate resources that enrich learning and teaching, and incorporates the office of the Asst. Dean of Instruction, the College Writing Program, the Writing Center, Learning Resources, Peer Tutoring, Quantitative Skills Support, the First-Year Seminar Program, English for multilingual students, and the Undergraduate Research Office.

Chaplain’s Office
go.middlebury.edu/chaplain
Middlebury College and the Middlebury community offer many opportunities for religious and spiritual programming, inquiry, fellowship and worship. The Charles P. Scott Center for Spiritual and Religious Life houses the chaplains’ staff, and provides meeting and social space for myriad campus religious groups and events. The chaplains offer individual student counseling, advise student organizations, and sponsor campus-wide forums and programs on a variety of topics.

Civic Engagement
go.middlebury.edu/eia
Civic Engagement, part of the Center for Education in Action (EIA), promotes and supports student engagement in their local, national, and international communities. EIA helps students find volunteer opportunities; advises student service organizations and programs; provides funding for service-related initiatives and community-connected academic projects, here and abroad; offers rewarding internships to fight poverty, locally and nationally; and supports students, faculty, and community partners in the application of liberal arts learning to real-world challenges and opportunities.
International Student and Scholar Services (ISSS)
go.middlebury.edu/isss
Middlebury offers support and advising to all international undergraduate students, including students who need visas to study in the U.S. as well as U.S. students who live abroad. The ISSS staff issues visa documents, advises students on issues that impact their visa status, coordinates programming to support international students, directs the Early Arrival program for international and exchange students, and advises the International Students’ Organization (one of Middlebury’s largest student organizations, with more than 250 members). In addition, international students may elect to be involved in our Friends of International Students host program, which matches students with local families and individuals in the community and provides support and friendship beyond the College campus. The College has an extensive network of colleagues who have special training or interest in offering support to international students to help them make the most of their Middlebury experience.

Parton Center for Health and Wellness
go.middlebury.edu/parton
Parton offers both acute health care and confidential counseling services for students. Most on-campus services are free of charge to all Middlebury students.

Parton Counseling offers short-term counseling, support groups, and referrals to area therapists and to our consulting psychiatrists. Hours are Monday–Friday, 8:15 A.M. to 5:00 P.M. Emergency counseling can be obtained on evenings and weekends. The Center also organizes outreach programs dealing with

substance abuse, stress, grief, and other issues related to life at Middlebury.

Parton Health Services is staffed with Registered Nurses from 8:00 A.M. to 9:00 P.M. Monday–Friday, and from 12:00 to 4:00 P.M. on weekends during the academic year. Appointments are available during regular business hours with a physician and a nurse practitioner. The care provided at Health Services includes but is not limited to: acute care outpatient clinic; allergy shots; immunizations; men’s and women’s health care including contraceptive management, STI testing and sexuality counseling; comprehensive travel clinic; limited laboratory services; a limited range of over-the-counter medications; and referrals to counseling and appropriate local practitioners.

For a complete list of services offered by Parton, please visit our website. For information about Porter Medical Center Hospital, located less than a mile from campus, visit www.porter-medical.org.

Department of Public Safety
go.middlebury.edu/publicsafety
The Department of Public Safety works closely with the Middlebury Police Department to uphold a community-policing model of security. Our telecommunications center operates 24 hours a day and officers patrol the College’s buildings and grounds and respond to calls as necessary. All officers carry radios and are CPR and first aid certified. Additionally, many of the staff at the Department of Public Safety have prior experience in law enforcement, security work, and emergency medical and fire response. We provide a variety of services to help students ensure their personal safety and the safety of their possessions, including

Resources for Students
the registration of vehicles and bicycles, the MiddRides program (free evening campus transportation), safety escorts, emergency response services, the provision of an electric engraver for valuable items, and many others.

Emergency Planning
General information about emergency response and evacuation procedures for Middlebury College are available on the Middlebury College Emergency website (go.middlebury.edu/er). Students, faculty and staff must enter their cell phone number in BannerWeb in order to receive text messages and cell calls from the system. (Remind your student to update his/her contact information and phone number in BannerWeb as necessary.)

Transportation Numbers
Public Safety
802.443.5133 – Non Emergency
802.443.5911 – Emergency
Parton Center for Health and Wellness
802.443.5134
The College emergency notification system will call from 802.388.0409 and text messages will state: Midd Alert.

Registrar’s Office
go.middlebury.edu/Registrar
This office is responsible for overseeing academic course registration, course distribution requirements, transfer of credits, grade reports, and transcript requests, as well as maintaining the records of all students and graduates.

Sports Medicine
go.middlebury.edu/sportsmed
There is a fully equipped facility for athletic training and sports medicine in Kenyon Arena, at the Zug Sports Medicine Center. This facility is available to any member of an intercollegiate team by appointment and includes the services of a physician, physical therapist, or athletic trainer. Services include the evaluation of students’ injuries, injury prevention (taping, bracing, padding, orthotics construction), and management and rehabilitation of athletic injuries, with referral of serious injuries to the appropriate medical practitioners.

Student Accessibility Services
go.middlebury.edu/ada
A number of incoming students arrive each year with special needs related to disabilities affecting their learning, vision, hearing, mobility, or physical and psychological health. We work to provide reasonable accommodations in a confidential manner.

All incoming students receive a Special Needs Identification Form before their arrival, which they are encouraged to complete and return as necessary. Students often come to campus hoping to handle these issues on their own. While that is certainly possible, we can suggest options based upon the experiences of previous students. Generally, 1 out of 14 students on campus identify themselves as having a special need. By exploring this full range of programs, students come to understand and capitalize on their liberal arts education as they leave academia to take their place as global citizens.
**Student Activities**
go.middlebury.edu/studentactivities
Middlebury offers students opportunities to learn outside the classroom through involvement in co-curricular and extra-curricular activities, which are generally student initiated and organized. Over 150 student organizations represent a range of cultural, social, performing arts, academic, recreational, and religious interests. Organizations and activities are designed for all students and are open to the entire Middlebury community. The Student Activities staff supports students and student leaders through advising, resources, and leadership training.

**Student Employment**
go.middlebury.edu/seo
Securing a part-time job on or off campus allows students to acquire workplace skills, knowledge, and abilities that are professionally transferable and may complement their academic and personal interests. In addition to these benefits, students who work 10 to 20 hours per week have the highest rate of academic achievement (U.S. News and World Report, April 2006). All on-campus job opportunities and a number of off-campus opportunities are posted on the Student Employment Office (SEO) website. In order to apply to on-campus postings an account must be created and the online application completed. All students are federally required to complete an I-9 Employment Eligibility Form before they begin working. To learn what documents your student will need to bring to the Student Employment Office in order to complete this form visit the “Frequently Asked Questions” page on the SEO website.

Additional resources for students, include but are not limited to:

- Chellis House
go.middlebury.edu/chellis
- Office of Student Financial Services
go.middlebury.edu/sfs
- Health Professions Advising
  www.middlebury.edu/academics/options/preprof/healthp
- Student Fellowships
go.middlebury.edu/fellowships
Salient College Policies

Middlebury College Handbook and General Catalog

College policies and procedures relating to academic affairs, extracurricular activities, and standards of personal conduct are detailed in the Middlebury College Handbook. In an effort to practice responsible resource management, we only print a small supply of handbooks and instead make the complete handbook available online.

A copy of the current handbook may be viewed at go.middlebury.edu/handbook.

The Middlebury College General Catalog is an additional source of information about current course offerings and academic work. This may also be viewed online at go.middlebury.edu/catalog. Please be aware that course offerings may change, and that the catalog is updated frequently.

Parents and family members may find the following policies to be of particular interest:

Academic Honesty:
http://www.middlebury.edu/about/handbook/student_policies/Academic_Disciplinary_Policies

Alcohol and Drugs:
http://www.middlebury.edu/about/handbook/student_policies/alcohol_drugs_policy

Environmental Stewardship:
go.middlebury.edu/sustainability

Family Education and Rights to Privacy Act (FERPA):
go.middlebury.edu/ferpa

Nondiscrimination and Harassment:
go.middlebury.edu/handbook+antiharassment
September 2013
2 Monday Labor Day
   Orientation begins
5 Thursday ***Rosh Hashanah
7 Saturday Residence Halls open for returning students (9:00 AM)
8 Sunday Convocation
9 Monday Fall term classes begin (8:00 AM)
14 Saturday ***Yom Kippur
26–28 Thurs.–Sat. Clifford Symposium
27–29 Fri.–Sun. Alumni Leadership Conference

October 2013
11–13 Fri.–Sun. Fall Family Weekend
15 Tuesday ***Eid al Adha
21–22 Mon.–Tues. Midterm recess
23 Wednes. Classes resume (8:00 AM); 17–19 Thur.–Sat. Trustee Meetings
25–27 Fri.–Sun. Homecoming

November 2013
3 Sunday Daylight Saving Time ends
26 Tuesday Thanksgiving recess begins (4:15 PM)
28 Thursday Thanksgiving Day

December 2013
2 Monday Classes resume (8:00 AM)
6 Friday Fall term classes end (4:15 PM)
7 Saturday MIIS Winter Commencement
9 Monday Examination period begins
10–15 Tue.–Sun. *Final examinations
12 Thursday Reading Day
15 Sunday Recess begins (10:00 PM)
16 Monday Residence Halls close (Noon.)
25 Wednesday Christmas Day

January 2014
1 Wednesday New Year’s Day
5 Sunday Residence Halls open (9:00 AM)
6 Monday Winter term classes begin (8:00 AM)
20 Monday Martin Luther King Day
31 Friday Winter term classes end; Recess begins (4:15 PM)

February 2014
1 Saturday Celebration for mid-year grads
5 Wednesday Spring Orientation begins
10 Monday Spring term classes begin (8:00 AM)
20–22 Thurs.–Sat. Trustee meetings
20 Thursday Winter Carnival recess begins (4:15 PM)
21–22 Fri.–Sat. Winter Carnival
24 Monday Classes resume (8:00 AM)

March 2014
5 Wednesday Ash Wednesday
9 Sunday Daylight Saving Time begins
21 Friday Spring term recess begins (4:15 PM)
31 Monday Classes resume (8:00 AM)

April 2014
11 Friday *Student Research Symposium; classes do not meet
15 Tuesday ***First Day of Passover
18 Friday Good Friday
20 Sunday Easter (All Christian)

May 2014
8–10 Thurs.–Sat. Trustee meetings
12 Monday **Spring term classes end (4:15 PM)
14 Wednesday Examination period begins
15–20 Thu.–Tues. *Final examinations
17 Saturday MIIS Commencement
21 Wednesday Residence Halls close for general student body (noon)
24 Saturday Baccalaureate
25 Sunday Commencement/Residence Halls close for Graduates and Senior FEBs (11:00 PM)
26 Monday Memorial Day

* Fall exams scheduled Tuesday, Wednesday, Friday, Saturday and Sunday.
* Spring exams scheduled Thursday, Friday, Saturday, Monday, and Tuesday.
** Friday class schedule observed on Monday, May 12.
*** These religious holidays begin at sundown of the preceding day. Dates are based on the lunar calendar and may vary.

NOTE: The Calendar is subject to change.