ETHAN ALLEN
PREPARATORY SCHOOL

BOARDING HANDBOOK

GOLF PERFORMANCE CENTER
THROUGH EAP PROPERTY MANAGEMENT, LLC
BOARDING HANDBOOK
Including Release from Liabilities as addendum to Boarding Contract
Details of Terms and Agreement

GPC/EAP• Division of Student Affairs • Department of Residential Life
Managed by EAP Management, LLC
45 Stonehenge Road • Ridgefield, CT 06877
phone (203) 790.4653 • fax (203) 826.2221
https://www.thegolfperformancecenter.com

Residential Life: Goals and Objectives
EAP Property Management, LLC is committed to providing student-athletes with opportunities for their academic, social and individual development and believes that residential life can complement the overall student-athlete experience. This handbook details the expectations at our residential facilities and provides important information with which parents and student-athletes should be familiar. This handbook is part of the Boarding Contract, the terms of which are enforceable.

Living on-campus at GPC Academy Main Campus is a privilege and should be treated as such. All residents must accept responsibility for creating an environment that promotes individual growth and builds a strong, positive community. Expectations of community living include but are not limited to sharing and negotiating the use of space with others, treating others with respect, communicating with roommates/suitemates and floormates, cooperating with Residential Life and complying with EAP Property Management, LLC policies. Residents who breach the trust that has been extended to them may be held accountable for their actions. Residents found to be in violation of community living expectations may be subject to disciplinary action.

GENERAL EXPECTATIONS
Conduct that violates the law or reflects poorly on Golf Performance Center and its programs and/or EAP Property Management, LLC, whether committed while on or off campus, may be cause for discipline, including dismissal. Parents and student-athletes should also be aware that if conduct violates state and/or federal laws, EAP Property Management, LLC may be required to report such conduct to legal authorities.

Student-athletes are expected to respect themselves and others and must comply with all EAP Property Management, LLC policies, procedures and rules for the duration of their enrollment, whether on or off campus, in session or on vacation. In addition, all student-athletes must comply with any and all applicable city, state and federal laws or ordinances. General expectations include, but are not limited to the following:

- supporting and promoting an environment that does not discriminate against any individual or group;
- maintaining honesty by avoiding deception, half-truths and deliberately misleading words or behaviors;
- demonstrating respect for members of the community through courteous behavior and refraining from gossiping, rudeness and/or use of inappropriate language or behavior that intimidates, insults, threatens, bullies, coerces, abuses, exploits, harasses, humiliates or demeans, whether in person or online;
- maintaining clean and neat dormitory rooms and common spaces.

These expectations apply not only to in person interactions but also to all forms of electronic and media communications. Student-athletes are encouraged to report any violations of the general expectations to a trusted adult at GPC/EAP.

BOARDING HANDBOOK AGREEMENT, PARTIES, ELIGIBILITY, DEFINITIONS and TERMS
This Room and Board Handbook (hereinafter Boarding Handbook) is incorporated into by reference the Boarding Contract. In addition to the Boarding Contract, the content and the provisions of the Boarding Handbook are legally binding. The Boarding Handbook along with the Boarding Contract governs EAP Property Management, LLC properties, including but not limited to residences, rooms and surrounding properties therein.

ELIGIBILITY
In order to take advantage of Room and Boarding at GPC Academy Main Campus, The Resident must be a member in good standing both financially and otherwise of the Golf Performance Center/Ethan Allen Preparatory Achieve Program.

DEFINITIONS
The following definitions apply to the 2019-2020 EAP Management Boarding Handbook and Boarding Contract:

Billing Contract Year: For billing purposes, a "contract year" is measured from the date The Resident may first begin occupancy.

Communication and Notices: EAP Management uses an electronic mail system (email) as the official and preferred method of communication. EAP will communicate with The Resident through the emails provided in the application for all aspects of this contract, including but not limited to Housing and Dining Plan charges, notices of other charges, housing information notices, notices concerning a student-athlete's achievements and any violations of EAP Management policies.

The Resident agrees to check his/her email account on a regular basis. EAP Management is not responsible for email messages sent to Resident email accounts that are not received by The Resident. Further, Resident's failure to check his/her email account on a regular basis or failure to receive emails from EAP Management does not relieve The Resident from any obligations under this contract.

EAP Management will notify The Resident of changes to the 2019-2020 Boarding Housing Contract within five (5) days of the modification by means of an email message and by posting new information on the Residential Life web page. The Resident should also check the Residential Life web page on a regular basis for updates.
Connecticut State law requirement(s): Any student-athlete residing in residential boarding housing must have a current meningitis vaccination as a condition for living in GPC Academy Main Campus residential facilities. Proof of vaccination must be provided on the student-athlete's Health History Form or immunization exemption information submitted as part of the application for housing. Noncompliance will affect eligibility for housing.

Contract Termination Basis: Providing false or misleading information or failure to follow any provisions herein may constitute grounds for EAP Management to terminate this contract.

Contract Transfer or Reassignment: This contract may not be transferred or reassigned. This includes subletting.

Convictions, Pending Charges, or Removal from Housing: Housing may be denied to a student-athlete with a criminal and/or behavioral history, including any disciplinary sanctions at or from another institution which resulted in expulsion, suspension or removal from housing. Student-athletes must provide this information on the housing application. This provision applies even after acceptance into Boarding Housing. The Resident has a duty to notify, in detail, even if any such events occur after submitting the housing application or after acceptance into the Room and Board at GPC Academy Main Campus. After the application is submitted, any further information must be sent in writing to EAP/GPC, 45 Stonehenge Road, Ridgefield, CT 06877. The Resident has a duty to make sure that EAP Management receives the information, at a minimum via a confirmation email from EAP Management acknowledging receipt of said email, or Resident should send via U.S. postal mail, certified mail return receipt.

Criminal Background Checks. EAP Management reserves the right to conduct criminal background checks on The Resident, and The Resident consents and agrees that EAP Management has permission to conduct criminal background checks on The Resident. If a background check finds that The Resident has a criminal record, then The Resident may be ineligible to take advantage of the Room and Board Program.

REQUIREMENTS BEFORE MOVE IN
The Resident must also be enrolled in the Golf Performance Center/Ethan Allen Preparatory Achieve program. A Five Hundred Dollar ($500.00) security deposit must be paid. Payment must be made pursuant to the terms of the Boarding Contract.

HOUSING ASSIGNMENTS
Each boarding residence has a Residential Assistant (RA) who will be the point contact person for student-athletes who reside in the facilities located at GPC Academy Main Campus. RAs share in the responsibility for evening dormitory check-ins, maintaining and enforcing quiet hours, coordinating activities for dormitory members and ensuring that common spaces are cared for.

Most student-athletes will share a bedroom and common shared living space with other student-athletes. GPC Academy Main Campus has one all-girls residence, one all-boys residence and one residence that can be co-ed should numbers require.

EAP Management's acceptance of the Boarding Contract does not guarantee The Resident's assignment to a particular residence hall, room type or location. The Resident understands and agrees that the Boarding Contract is for a room assignment determined by EAP Management, not a specific room.

Entering into this contract legally obligates The Resident to make payment to EAP Management for the assigned space, regardless of any Resident-indicated preferences concerning a specific residence hall, room type, location or roommate. Failure to honor The Resident's assignment preference will not void this contract or alleviate the required payment.

EAP Management encourages diversity and does not make or alter housing assignments with regard to race, religion, color, national origin, sex, age, sexual orientation, genetic information, gender expression, veteran status or physical or mental disability. EAP Management reserves the right to reassign at any time, and possibly without notice, in order to consolidate vacant spaces and/or to increase occupancy.

If housing demand exceeds room-assignment capacity, EAP Management reserves the right to make assignments to temporary or overflow housing to accommodate requests for housing pending assignment/relocation to a permanent living space either on or off EAP Management premises. The policies and procedures contained within this contract are also applicable to overflow housing assignments.

Neither the parent(s)/legal guardian(s) nor Resident student-athlete may assign or transfer housing to another person. The space may not be sublet. The Resident agrees not to allow any persons other than the assigned roommate(s) to reside in the assigned space. Violation of this restriction may result in fines, eviction from the assigned space and/or expulsion from residential housing and/or any and all GPC/EAP Programs.

ROOM ASSIGNMENTS

Room assignments are made by EAP Management staff. Roommates are matched as best as EAP Management can according to the personal information submitted on the EAP application. Student-athletes who require a specific type of living environment due to a documented medical/health condition must request in writing and apply for a housing accommodation. It is strongly recommended that any such requests be made by July 1 for the fall semester and by December 1 for the spring semester.

The decision to reassign is made exclusively by EAP Management or its designee in consultation with other professional staff. EAP Management reserves the right to change a student-athlete's housing assignment when deemed necessary, including, but not limited to, the following situations:

- Consolidations utilized as an occupancy management tool;
- Reasonable cause to believe that The Resident has violated the living area environment, student-athlete code of conduct, the housing contract and/or GPC/EAP policies;
- Unresolvable conflicts within a community;
- Facility maintenance/renovation or closing of facility; or
- Administrative or programmatic needs.

Student-athletes occupying ADA (American with Disability Act) accessible rooms may be relocated by EAP Management if the ADA space is required or needed for a student-athlete with accessibility needs.

The designated occupancy of a room is determined solely by EAP Management and may change at any time. If a vacancy occurs in a room, the remaining Resident student-athlete(s) in that room should expect a new occupant at any time. Residents in partially filled double, triple or four (4) person rooms may be offered, after the fall/spring semester begins, an opportunity to purchase the entire room for the remainder of the current semester. The room purchase option is subject to the absolute discretion of EAP Management and may not be offered every semester. All requests are subject to approval by EAP Management and acceptance by the requesting Resident(s). In situations where there is a vacancy in a space larger than a double, all remaining Residents must agree to purchase the open space in order for the room purchase to be completed. Furniture will not be removed.

Occupancy of any room is limited to The Resident(s) assigned to that room. A Resident who has contracted with EAP Property Management, LLC for residential housing may not sublet, loan, assign or transfer the contract to another person. Only Residents contracted with EAP Property Management, LLC may occupy the room/suite. Overnight guests are usually not allowed.

All moves must be authorized, in writing, by appropriate EAP Management staff. Unauthorized moves, including between bedrooms in suites, may result in the loss of the room change privilege, additional charges and/or disciplinary action. Resident student-athletes may not move out of boarding housing assignments without prior written authorization of appropriate EAP Property Management, LLC staff.

DATES OF OCCUPANCY (Rooming)

The resident student-athlete is authorized to occupy the assigned space beginning and ending on the dates of occupancy specified in the Boarding Contract.

The Resident, except under the conditions listed under *Cancellations and Contract Release*, herein or the Boarding Contract, cannot terminate the Contract. Failure to officially check-in does not release The Resident from the financial obligations for housing. Similarly, not returning mid-year does not release The Resident from the remainder of the Contract.

Residents agree to vacate their assigned room, including but not limited to the entire residential facilities and officially check out by the date/time pursuant to the terms of their specific enrollment agreement/effective end date of boarding.

Residents who fail to vacate pursuant to the terms of their boarding contract end date will be assessed additional charges, including but not limited to legal fees, if an eviction process must be initiated.

Residents who are released from the Boarding Contract at the end of the fall semester must move out of their assigned housing by the designated closing time and are not entitled to a refund of any portion of the fall housing fees. If Residents are not released from the Boarding Contract, even if they depart from the housing facility, they will still be responsible for payment of the boarding fees pursuant to the terms of this contract and the EAP Management Boarding Housing Handbook Contract.

If a Resident is removed from housing as a result of disciplinary action or is found to be in violation of other requirements through the Residential Life Disciplinary Process, then the contract may be terminated and no room or board fees will be refunded.

The Resident must vacate the Housing Facility immediately following a suspension or expulsion determination made by the Residential Life Board. If this Contract is terminated for a violation of any of the provisions herein, Resident shall be provided the opportunity to appeal to the designated third party.

If applicable, EAP Management at its sole discretion can determine if cancellation fees are warranted. (See *Cancellations*) The determination will occur after the results of any Residential Life Board decision, including any appeal. Student-athletes who are removed from housing can reapply for boarding housing after the end of the sanctioned removal period. If the student-athlete re-applies for housing at that time, housing will not be guaranteed, and the student-athlete may be placed on a waiting list.

DINING PLAN (boarding)

All student-athlete Residents residing in EAP Management Housing Facilities are required to purchase the residential meal plan. The residential meal plan is restricted to use by the Resident only. A meal plan is not transferable. The Resident student-athlete named on the GPC/EAP ID card may need to present the card in order to obtain meals or other food. The card may not be used by another individual and may be confiscated for improper use which may result in disciplinary action. Unauthorized acquisition, sale, alteration, use or other misrepresentation of the dining plan is strictly prohibited. If said card is confiscated for improper use, The Resident is responsible for paying the costs of the meal plan and may face further disciplinary action.

The dining plan is for the entire academic year (which consists of the fall and spring semesters). The cost of the meal plan is incorporated in the tuition fee. Unused weekly meals cannot be refunded, accumulated or carried over to the next week. Unused block meals cannot be refunded or carried over the next semester.

Residents who require a special diet and/or have food allergies should provide all such information on their applications **and** additionally must contact the Director of Performance **and** the Chef at GPC Main Campus Dining Hall. <u>All notifications concerning special diets and/or food allergies must be in writing</u>. Additionally, Resident must receive correspondence back from the Director of Performance and the Chef, acknowledging receipt concerning the special diet and/or food allergies.

Resident student-athletes will be connected with the appropriate individual to work with them to meet their dietary needs. Depending upon the nature of the needs, an additional charge may be required.

Any person eating in the dining halls is responsible for "bussing" any dishes to the proper drop station in all dining facilities.

Student-athletes are responsible for personal property that is brought into the dining facility. Dining Services is not responsible for stolen items. Dining Services allows backpacks and bags within the dining area. The privilege of bringing a backpack or bag into the dining facility does not allow the student-athlete to use the backpack or bag as a vehicle to remove large quantities of food. Residential dining facilities are set up as an "all you care to eat" environment and the removal of food from the dining facility with the exception of small quantities of food (a pastry/bagel, beverage, ice cream, fruit, etc.) is not allowed.

VARDON HALL DINING HOURS

Breakfast	Monday-Friday	6:00 am - 8:30 am
Lunch	Monday-Friday	12:00 pm - 2:00 pm
Dinner	Monday-Sunday	6:00 pm - 8:00 pm

Saturday and Sunday	6:00am -9:00 am	*Continental Options Available*
	9:00am -1:00 pm	*Full Brunch*

ROOM AND BOARD

Rates and Payments

Residents shall pay for their Housing Facility and Dining Plan charges in the amount and manner provided for in the Boarding Contract. Assignments may be cancelled by EAP Property Management, LLC if the balance is not paid by the stipulated due date or if alternate payment arrangements have not been approved in writing by EAP Property Management, LLC's Accounting Department. Residents are not entitled to any refund unless the student-athlete has been officially released from the Boarding Housing Contract pursuant to the terms under the *Contract Release* section. Resident will receive a letter in writing from EAP Property Management, LLC notifying Resident whether he/she has been released from the contract. If any refunds are appropriate, a letter from EAP Property Management, LLC will state the amount of the refund and when the refund will be issued.

EAP Management will provide a room accommodation to The Resident for a period of one academic year or the portion remaining at the time a Resident moves in (limited to the subsequent fall and spring semesters).

An academic year is from September through May, exclusive of the following school breaks: Fall Recess (usually in October(, Thanksgiving Recess (November), Winter Recess (end of December through the early part of January) and Spring Recess (usually in April). During these periods of time, the academic facilities are closed. The housing facilities follows the operating schedule of GPC and remain open with exception of Thanksgiving and Christmas days.
If the Resident student-athlete would like to remain at GPC Main Campus Residential Facility during the break period(s), The Resident must make a written request for approval to remain in housing during the break. The request must be made to EAP Management and must specify which break the Resident student-athlete is requesting to remain on campus. EAP Management will inform The Resident of any costs for each stay at the time the request is made. *Reminder: the term "The Resident" includes the student-athlete and the parent(s) or legal guardian(s), who must agree to and approve all requests to extend the scholar-thlete's stay and agree to pay said fees if the requests are granted by EAP Management.*

EAP Management expects parents/guardians to fully cooperate in making transportation plans for their student-athletes that are consistent with the times and dates of departure and return from the recess periods.

EAP Management shall provide rooms which shall be furnished with a twin bed, a desk and a chair, a closet or dresser for storage, and a trash basket. Residents will have access to and use of a shared bathroom and shower. EAP Management will provide light, heat, electricity, water, sewer, trash removal from designated collection points, and telecommunication services (limited to video and/or internet connection) using all available resources; this is exclusive of unanticipated weather events and building system failures that may disrupt services. Residents will have access to a laundry facility with a shared washer and dryer to use free of charge. Dry cleaning services are available off campus. Student-athletes must pay for this service themselves, as it is not included in the room and board fee.

In the event of an unforeseeable cause beyond the control of EAP Management, including, but not limited to, natural disasters, fire, flood, other severe weather, acts of God, interruption of utility services, acts of terrorism and other unforeseeable accidents, EAP Management reserves the right to maintain the safety of any and all facilities by any means necessary, including but not limited to temporarily or permanently removing Resident(s) from on campus housing. If the Housing Facilities and/or all or part of a Housing Facility are closed due to an emergency or natural disaster, EAP Management may suspend or terminate this Contract without prior notice. If a Housing Facility is closed pursuant to this paragraph, EAP Management will use its best efforts to provide alternative housing or possibly rebuild or replace the affected housing facility. However, in no event shall EAP Management be obligated to provide alternate housing to The Resident or rebuild or replace any affected premises.

If EAP Management is unable or unwilling to provide replacement housing, The Resident will be entitled to a partial/prorated refund for the remaining time not used. If EAP Management does provide alternate housing, no matter when or where said housing is located, then The Resident is still responsible for making payments to EAP Management. No refund or prorated amount will be given except for any days in which EAP Management was unable to provide housing.

RESIDENT RESPONSIBILITIES: Conditions of Occupancy/Care and Use of Rooms
The Resident's occupancy is based upon the following terms and conditions:

The Resident agrees to be a member in good standing, financial and otherwise, of Golf Performance Center/Ethan Allen Preparatory Achieve program and agrees to:

- timely payment of all fees as specified in the Room and Board Contract;
- abide by the terms of this Boarding Handbook Contract and any addendum hereto;
- observe any and all rules and regulations of EAP Management, including but not limited to any EAP Management Boarding handbooks, publications and/or policies;
- observe all rules and regulations of GPC/EAP Parent/Scholar-Athlete Handbook, as well as any other GPC/EAP publications and/or policies. Remaining in housing managed by EAP Management is condition upon being in and remaining in GPC/EAP's Achieve Program;
- to check in with The Resident Assistant (RA) of the housing facility to which he/she has been assigned on or before the first day of classes of each semester as well as pursuant to the additional terms as stated and described herein.

Move In and Move Out Procedures
Residents will receive specific move-in information via email and the Residential Life website. Any Resident planning to move-in after the stated arrival period must notify EAP Management via email prior to the stated check-in time. If Resident will be delayed in moving into GPC Main Campus facility, he/she must notify EAP Management via email. Failure to give notice of a delay in checking in may result in reassignment or loss of assignment and significant financial penalties. If The Resident is deemed a "no show", EAP Management may cancel this contract, in which case The Resident will still be subject to all applicable fees and charges.

The Resident agrees to complete and sign a Room Condition Entry Report Form with an EAP Management staff member or the RA prior to occupancy of the assigned room and housing facility. The Resident must certify the condition of the room,

apartment and/or house assigned to him / her including, but not limited to all furniture and fixtures within, as of the date they begin occupancy. Residents may not remove any of the supplied furniture from their rooms. Additionally, Residents may not arrive with large pieces of their own furniture. Curtains and any wall hangings must be made of fireproof material and marked accordingly.

At the end of their tenancy, Residents must restore their rooms and shared spaces to the condition they were in upon arrival and complete a Room Condition Exit Form with EAP Management or the RA before departure. Residents who fail to check out of the room with an EAP Management staff member or the RA upon vacating the rooms, forfeit the opportunity to contest room damage charges.

Residents granted a contract release/cancellation must follow check-out procedure, including but not limited to filling out a Room Condition Exit Form with the RA or a designated EAP Management staff member and must remove all belongings. Failure to do so may result in a reduction of refund, if one is due, or additional housing charges.

Residents forfeit any and all rights to any items left in the residence facilities at the end of the contract term, or when a student-athlete is no longer assigned to the space. All items will be reused, donated or discarded. Any such items are deemed to NOT be "Abandoned Property" under Chapter 32 or "Lost and Unclaimed Property" under Chapter 859 of the Connecticut General Statutes or any other Connecticut Statute. Residents who leave a room in such a condition that it requires the attention of cleaning and/or facilities staff may be charged a cleaning and/or repair fee.

At the termination of this Contract, EAP Management or a designated staff member may inspect the room, apartment or house assigned to Resident and assess The Resident for any damages to Resident's room, apartment or house, including but not limited to its fixtures or any appliances and furniture listed in the Room Condition Report Form which was completed at the beginning of Resident's occupancy.

Key and Card Access Use

Each Resident will be given a room key and/or card access to the suite/room, and electronic card access to the building (through the ID card) or a key to the outside/foyer door. Residents may receive additional keys to access specific areas of GPC/EAP campus, such as mailbox keys. Residents who lose their room, mailbox keys or access cards, or fail to return keys or access cards upon vacating the room and housing facility will be charged accordingly.

Residents are expected to keep their individual rooms and the shared suite locked at all times, especially when they are unoccupied. Entrances should be kept locked and a key or an access card is required to enter the shared suite and each Resident's room.

As previously indicated, EAP Management will provide The Resident with a key and an access card. Resident agrees not to loan and/or duplicate any issued keys and/or access cards. If a key and/or access card is lost or stolen or The Resident has key access issues, Resident must immediately notify the Residential Life staff and must pay all charges associated with key and lock and/or access card replacement. Resident is not permitted to borrow keys or access cards that have not been assigned to Resident by EAP Management or to give any assigned keys or access cards to other individuals, including but not limited to classmates and suitemates.

Keys and access cards must be returned when occupancy ends. If a key or access card is not returned, the lock will be changed and a fee will be assessed to The Resident. The access card will be deactivated. Once the lock has been changed, the fee becomes non-refundable even if the key is located and returned to Residential Life.

Damages and Upkeep of Facilities

The Resident assumes total responsibility for the room/suite and for the behavior and activities which occur within all assigned living areas. The Resident is expected to reasonably maintain the assigned living space and common areas relative to order, cleanliness, and safety. Resident(s) are prohibited from writing on, vandalizing and/or altering doors or any other GPC/EAP facility or EAP Management Property site. The Resident will be held financially accountable for the repair or replacement cost of any damage to the living space or furnishings therein and may be subject to disciplinary action and may be billed for excessive cleaning if a room/common area/bathroom is found to be unsanitary during an inspection. When two (2) or more Residents occupy the same room/apartment and responsibility cannot be ascertained, the damage charge will be assessed equally among The Residents.

Resident(s) must inform the Residential Life staff within 24-hours of damage to the exterior surface of a room door or any other parts of the building that occur due to vandalism. If damages occur to common areas within buildings, such as lounges, bathrooms, or lobby areas, and responsibility cannot be ascertained, the damage charge can be assessed equally among The Residents on the floor, in the building.

Items to Bring
Student-athletes must provide their own linens and pillows and should bring the following items: toiletries, towels, a desk or reading lamp (not halogen or clip-on), an alarm clock at least two blankets. (A third blanket or comforter is recommended for the winter.) Electric blankets are not permitted due to potential hazards. Rooms may be decorated according to personal taste, with some exceptions, as noted below. Tapestries, flags, curtains or other fabric wall coverings are not permitted.

Room Decorations
Although EAP Management aims to respect its student-athletes' rights to make individual, value based choices about reading/viewing material, EAP must maintain certain standards of propriety and decency. Therefore, material which violates the rights and dignity of others (including obscene/pornographic posters, magazines, and videos) and hate material, such as that promoting racist, sexist, anti-Semitic, and misogynistic ideas, may not be displayed in student-athlete rooms or common areas. Items referring to alcohol, drugs, or tobacco are also prohibited. No flag or banner of any kind may be used as a window covering, nor may student-athletes leave personal items on outdoor window sills.

No alterations, repairs or modifications may be made to the permanent structure and fixtures of the room, including but not limited to walls, doors, furniture, bathroom facilities, windows, and other equipment in the room. Painting of rooms, apartments/suites, or any common area is strictly prohibited.

Room and Suite Maintenance
Residents assume responsibility for the daily care and cleaning of the room/suite and its furnishings, and for maintaining acceptable sanitation and safety conditions. Periodic cleanliness inspections will be made. Residents are responsible for cleaning their common area, bathroom, and bedrooms as applicable.

Residents must keep their assigned room/suite clean and orderly and in good condition. The Resident will pay EAP Management for loss of EAP Management property and the cost of replacement or repair for any breakage of or damage to The Resident's assigned room/suite, its fixtures or any appliances and furniture, plus any damages caused by The Resident or Resident guests to other parts of the residence hall or room/suite, including but not limited to, special cleaning necessitated by improper care of rooms, furnishings or appliances.

Room Entry and Inspection by Staff
EAP Management will strive to respect the privacy of Residents. A goal of EAP Management is to preserve the health and safety of all Residents while maintaining an environment that facilitates safety and scholarship. At times it may be necessary for EAP Management to enter a Resident's room/apartment/suite or for the Residential Life staff to escort non-EAP Management personnel to a room. Reasonable efforts shall be made to notify Resident(s) in advance of any entry.

EAP Management staff members will not enter a Resident's room without prior notice to The Resident except as follows:

- for repairs, maintenance, building systems and building support inspections, and facility improvements;
- for recovery of GPC/EAP or EAP Management owned property not authorized for use in the assigned space;
- to conduct periodic fire, health and safety, and cleanliness inspections;
- when there is reliable information that an emergency exists (including but not limited to fire, accidents, sickness, or danger to the health or injury and welfare of another, including other Residents); and
- when there is reliable information that a GPC/EAP or EAP Management policy is being violated.

EAP Management reserves the right to enter and search a Resident's room/suite and/or personal belongings for evidence of violation(s) of any of the rules stated within the Boarding Handbook. Additionally, EAP Management reserves the right to remove any items in violation of or not conforming with EAP Management's policies or the policies of GPC or EAP without any obligation or duty to give notice of entry or to replace or reimburse any confiscated item(s).

Campus Surveillance
EAP boarding and academic buildings and grounds are equipped with electronic surveillance for the safety of students, staff and visitors. Actions of those on campus may be recorded and preserved.

Lead Paint Notice
Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and paint dust can pose health hazards if not managed properly. Before renting pre-1978 housing, landlords must disclose the presence of known lead-based paint and lead-based paint hazards in the dwelling as required by U.S. Law. The Boarding facilities at GPC were constructed prior to 1978. In compliance with this act this is to inform The Resident that GPC has no knowledge of the presence of lead-based paint or lead-based hazards in these units. Upon occupying any room or suite that was constructed prior to 1978, The Resident will be able to review a pamphlet, *Protect Your Family from Lead in Your Home*, published by the EPA pertaining to lead-based paint hazards. The pamphlet is available in English and other languages and can be downloaded from the EPA site: https://www.fsa.usda.gov/Internet/FSA_File/pfflinyhbrochure.pdf

RULES AND REGULATIONS

In the interest of personal safety and the associated risks to both the individual and the community, the following situations may be considered violations of EAP Property Management, LLC rules. These rules are to be adhered to by all Residents and Resident guest(s). Consequences for major offences may include immediate dismissal or suspension from EAP Property Management, LLC without refund.

The Resident is responsible for actions of his/her guests. Failure to follow any of the rules may lead to EAP Management taking action against both The Resident and Resident guest(s), including but is not limited to suspension, expulsion, loss of guest privileges or the guest being banned from returning to EAP Property. Any guest(s) banned from EAP Property who returns may be arrested for trespass. Additionally, depending on the violation, both The Resident and Resident guest(s) may face criminal and/or civil charges.

Additionally, The Resident acknowledges and agrees that if any Resident violates any of the rules and regulations contained within this document, including but not limited to EAP Property Management, LLC, its fiduciaries, subsidiaries or employees, will **NOT** be held liable for any damages or injuries, including death, to Resident, Resident's guest(s) or any other fallout resulting from Resident's breach of any provisions within this Boarding Handbook.

Curfew

Student-athletes are expected to remain in their assigned dormitory rooms from evening check-in at 8:30 pm on weeknights and 10:00 pm on weekends until 6:00 a.m. the next morning. This applies to all student-athletes except for seniors in good standing who may have evening check in at 11:00 pm on weekends. Leaving the residence house room after curfew for any reason other than an emergency is a violation of the policies and can result in disciplinary action.

Campus Boundaries

No student-athlete is to walk off campus. A shuttle is available. Under no circumstances is a student-athlete to leave without proper permission. There is to be no swimming in or ice skating on the pond. Individuals who violate this provision are subject to receive a variety of sanctions, including but not limited to dismissal.

Alcohol

The use, possession, or attempt to purchase or sell alcohol is prohibited, and any alcohol brought onto campus may be confiscated and disposed of. Alcohol containers and paraphernalia (beer balls, tables used for beer pong, funnels, kegs, games, or other items that promote the consumption of alcohol) are prohibited and may be confiscated and disposed of. Residents who violate this provision or allow friends, guests, or other invitees to violate this policy may be subject to further disciplinary measures. Additionally, all residents who are aware that the alcohol policy is being broken in their presence and who do not make an immediate attempt to leave the vicinity are in violation of the rules. Individuals may possibly face criminal charges and/or civil charges, fines, eviction, and/or expulsion from GPC/EAP program(s) and from residential housing.

Cigarettes, Tobacco Products E-Cigarettes, Vape Devices

Smoking and the use of personal vaporizers (PVs), including e-cigarettes, is strictly prohibited. Residents are subject to disciplinary actions, including but not limited to being charged with creating a fire hazard in violation of the safety rules of EAP Management. The use, sale, purchase, distribution or possession (or arranging/facilitating the use, sale, purchase, distribution, or possession) of tobacco or nicotine products or vaping paraphernalia is prohibited. Tobacco or nicotine products include but are not limited to cigarettes, e-cigarettes, dip, snuff, vaping paraphernalia, synthetic tobacco, and chewing tobacco. Resident student-athletes agree to avoid and refrain from the use, possession, or sale of such products.

Controlled/Illegal Substances

Distributing, purchasing, attempting to purchase, using, possessing, or knowingly remaining in the presence of illegal drugs or drug paraphernalia on or off campus is prohibited. All Residents agree to avoid and refrain from the use, possession or sale of any and all illegal narcotics and other controlled substances, whether on or off EAP property. Violation of any of these policies are considered serious and may result in a variety of sanctions, including but not limited to criminal and/or civil charges, fines, eviction and/or expulsion from GPC/EAP program(s) and from residential housing.

The use of illegal drugs, substances, or alcohol has a detrimental impact on a student-athlete's behavior, interferes with academic and athletic performance, and may cause permanent physical and mental harm to the user. A student-athlete may be required to take multiple tests throughout the year. These tests will consist of urine analysis, breath analysis, or any other method adopted by GPC/EAP. Random testing may be conducted at various times during the academic year. Whenever there is reasonable suspicion to believe that a student-athlete is using drugs, substances or alcohol, the student-athlete may be tested. If a student-athlete refuses to consent to or cooperate with any testing, he/she is subject to dismissal from EAP Boarding. Disciplinary action may include dismissal from EAP Boarding without refund or suspension from EAP Boarding. The purpose of this policy is for the wellbeing of the student-athlete and residential community. Results of any test pursuant to this policy will not be forwarded to any criminal or juvenile authority unless required by the legal process but does not mean immunity from EAP discipline.

Definitions:
"Alcohol" - Any beverage, mixture, or preparation, including any medications of other products, containing any form of alcohol or ethanol.

"Drug Test," "Drug Testing," or "Test/Testing" - Any chemical, biological, or physical instrumental analysis administered by a laboratory certified by the United States Department of Health and Human Services or licensed by the Agency for Health Care Administration for the purposes of determining the presence or absence of alcohol, drugs or their metabolites.

"Illegal drugs" - Includes the following: any drug that is illegal under law or is controlled by the United States Food and Drug Administration including but not limited to marijuana, cocaine, opiates, amphetamines, and PCP; any legal substances used in an unsafe way, such as inhalants or over-the-counter drugs; any prescription drug not used as prescribed or that is in the possession of an individual whose name is not on the prescription; any mood-altering substance; any substance that contains or is represented to contain chemicals that produce the same effect as a controlled substance; any substance that produces the same effect or is represented to produce the same effect as a controlled substance, including but not limited to designer or synthetic drugs.

"Hosting" - Any Resident who hosts a gathering of any size where drugs and/or alcohol are present and did not take immediate steps to remedy the situation will be considered to be in violation of EAP Property Management policies. This pertains to on or off-campus locations.

"Knowingly in the Presence"- Any Resident who remains in any situation or location that exceeds the amount of time it takes to become aware that drugs, substances, or alcohol are present will be considered to be in violation of EAP Property Management policies.

"Possessing"- Includes but is not limited to the following: when a Resident has alcoholic beverages or illegal drugs on his/her person, in his/her room, or in any personal belongings; when a Resident who has been out of the jurisdiction returns to campus showing evidence of having been drinking or using drugs.

"Reasonable Suspicion" – Reasonable belief that a student-athlete is using, has used, possessed, or was in the presence of drugs, paraphernalia, or alcohol in violation of EAP policy. Reasonable suspicion may be based on the following: observable phenomena, abnormal conduct, or erratic behavior during academics, in the dormitory room, during athletic practice, during athletic competition, during meals, or at other times; direct observation of drugs, substances, or alcohol use or the physical symptoms or manifestations of being under the influence of drugs, substances, or alcohol; significant deterioration in athletic or academic performance; significant change in personality; significant weight gain or loss or significant change in physique; evidence that a student-athlete has tampered with his/her drug test or has possessed, sold, solicited, or transferred drugs, substances, or alcohol; alcohol on breath, unusual redness of the eyes, slurred speech, unsteady balance or coordination, or inability to focus attention; possession of an e-cigarette, vaporizer, or drug paraphernalia; information gathered from an investigation or other sources, including fellow student-athletes or video recordings.

Firearms/Weapons and Dangerous Devices
The possession or use of firearms, ammunition, explosives, fireworks and any weapons, including but not limited to knives, bows, guns, BB guns, paintball guns, soft air guns, martial arts weapons, brass knuckles, tasers, slingshots, launching devices, and/or any other object that is designed or intended to be used primarily as a weapon, is prohibited at all GPC/EAP and EAP Management Facilities and Properties, including housing and dining, whether inside or outside the property. Projectiles, including but not limited to fireworks, gunpowder, and other explosive or potentially dangerous objects used for anything other than their intended purpose are prohibited and can result in automatic eviction from Residential Housing and/or suspension from the program.

The possession, storing, or use on campus of a weapon poses an unacceptable risk to the health and safety of all community members and their guests. Possession of weapons (or imitation weapons that would lead an observer to reasonably believe that it is a real weapon) is a violation of EAP Management rules and state laws.

Fire Safety and Prevention
Residents are required to immediately evacuate any and all facilities when a fire alarm is sounded. Re-entry into a building before an alarm is silenced or authorization to re-enter is given by the appropriate authority is prohibited. Residents are strictly prohibited from sounding false alarms and tampering with or misusing firefighting or safety equipment, including but not limited to fire extinguishers, hoses, smoke detectors, exit signs, sprinkler heads, pull boxes, fire-fighting equipment, or building security systems, including the covering or removal of smoke detectors. Committing any type of arson or setting any type of fire is illegal and strictly prohibited. Those suspected of such offenses are subject to criminal prosecution, eviction from housing, and/or expulsion from the program.

Residents are prohibited from possessing or using the following items in all on-campus buildings

- candles and/or incense;
- combustibles, including but not limited to: flammable liquids and substances of any type (e.g.: fuel, kerosene, propane, oil, open paints/thinners, sterno, charcoal);
- charcoal or gas stoves or other cooking appliances (e.g.: Coleman stoves, hibachis, deep fryers, air fryers);
- gasoline motors of any type, including motorcycles and mopeds;
- hover boards and electronic self-balancing scooters that use a rechargeable battery;
- drones;
- other items that may cause potential fire hazards, such as tapestries and/or room decorations affixed to or suspended from the ceiling
- extension cords or multi-receptacle outlets with the exception of UL listed power strips with surge protectors; UL listed power strips must be plugged directly into the wall.

Additionally, Residents are prohibited from storing items, including bicycles, in stairwells, hallway areas within the facility, along railings or other structures near the entry to the facility, on outside stairways or any other place that may block access to and from the buildings.

UL approved appliances such as coffee makers, popcorn poppers, rice cookers, and microwave ovens of 700 watts or less are permitted for use in Residents' rooms and must be plugged directly into the wall. Any open elements, such as toaster ovens, electric/portable grills, skillets, toasters, or electric frying pans are not permitted for usage in Residents' rooms. Refrigerators (120 volts, 2 amps) 36 inches in height or less are permitted and must be UL approved, equipped with a three-prong round (grounded) plug, plugged directly into the wall, and kept in safe and sanitary condition. Refrigerators should not be stored in freestanding wardrobes. UL approved appliances are limited to one per room. Deep fryers, air fryers, halogen and incandescent lamps, and plastic lamp shades are not permitted. Use or possession of open flame appliances is prohibited in all EAP Management housing. Heaters, air conditioners, and ceiling fans are also not permitted.

Any Residents found in possession of the aforementioned prohibited items may be subject to disciplinary action including but not limited to removal from on-campus housing.

Gambling

Gambling, including bets between friends, classmates, and suitemates and bets made on the Internet or the sports field, is illegal and therefore is strictly prohibited. Violations may result in criminal charges and suspension and/or expulsion.

Harassment, Hazing and Bullying

EAP Management maintains a campus free from harassment, hazing and bullying. All individuals have a basic right not to be harassed, hazed or bullied. EAP Management prohibits any form of bullying, hazing or harassing behavior, whether on or off campus. Anyone found to violate this provision may be subject to disciplinary actions.

Definitions:

"Bullying" - any significant or repeated gesture, or written, verbal, graphic, physical or other overt act (including electronically transmitted or communicated acts) directed against another person or groups of persons with the intent to: (1) cause harm to the person or his/her property; (2) place such person in reasonable fear of harm to himself/herself or damage to his/her property; (3) create a hostile environment; (4) infringe on the rights of another; or (5) substantially disrupt the education process or the orderly operation of the academic or housing environment. Bullying includes but is not limited to: written, oral, or electronic communication or physical acts or gestures based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

"Hazing" - any intentional action taken or any situation that causes embarrassment, harassment or ridicule and creates a risk of emotional and/or physical harm to a student-athlete or members of a group, regardless of the person's willingness to participate.

"Sexual harassment" - Unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature. Inappropriate behavior, whether physical, verbal, or written, including electronic communication, that demeans or offends others is unacceptable. This includes but is not limited to unwelcome physical advances, unwarranted verbal remarks, derogatory statements, or discriminatory comments and can occur between two individuals or groups of individuals.

Guests, Dorm Visits, Faculty and Student-Athlete Relationships

EAP Management does not condone intimate relationships. Intimate contact with another individual or acts considered to have a sexual connotation or sexual overtones, including sexting, is prohibited. This provision applies to individuals of the opposite sex as well as same sex.

Resident student-athletes are not allowed to have student-athletes of the opposite sex in their rooms. Additionally, they are not allowed to have student-athletes of the same sex in their rooms with the door closed. All Residents must receive permission from the Resident Assistant to have guests of the opposite sex in their suites. If the RA agrees then all doors must be open. All parties must follow the curfew rules as stated within this document.

Adults must recognize the power imbalance to their relationships with student-athletes and other adults, and must not seek student-athletes for emotional support, share personal information with the student-athletes to an inappropriate degree or engage in any behaviors that violate the boundary between adults and student-athletes. Adults and student-athletes must be mindful of their language, dress, physical touching, and personal space with the understanding that their choices affect others.

Medication

Residents must not give, take, sell, transfer, accept or ingest any medication not personally belonging to said Resident, including but not limited to over the counter medication (i.e.: Tylenol or Advil) or personal medication (i.e.: medication prescribed to Resident by a physician.) Residents should be aware that there are both Federal and State Laws that make using or sharing prescription medication/drugs illegal. EAP Management may be required to report said conduct to the authorities if this provision were found to be violated. Violations of these laws can result in the Resident(s) facing criminal and /or civil charges in state and/or federal court. Moreover, any student-athlete who is found to violate this policy may face disciplinary actions, including but not limited to suspension and/or expulsion from both the GPC/EAP program and residential housing.

Student-athletes taking prescription medication must inform the nurse and boarding staff must keep these medications pursuant to the GPC/EAP Policy.

Motor Vehicles

Resident student-athletes are precluded from having automobiles or other motor vehicles on campus or in the vicinity. Student-athletes may ride in or drive motor vehicles only when operated by or under the direction of a person or service approved by their parent or guardian on the transportation waiver, which must be on file in EAP Management's Office. This rule applies to all travel to and from destinations on weekends and arrival and departure for vacations/breaks. Hitchhiking is not permitted.

Student-athletes who wish to ride with anyone under 21 years of age, other than members of their family who have been specifically approved, must have permission from the parent/guardian of the student-athlete and the parent/guardian of the driver and proof of the driver's liability coverage. The driver must possess a valid license for at least one full year and meet and comply with the driving requirements of his/her state of license. All documents must be submitted to EAP Management.

Student-athletes are prohibited from contacting Uber, Lift, a taxi cab or any other car service provider. Per Uber's *Use of Services*, third party permission from parents does not allow student-athletes under the age of 18 to use Uber.

Policies and Procedures for Leaving Campus

Leaving campus without receiving the appropriate permission is not permitted. Student-athletes must follow the appropriate protocol through the boarding software to receive approval and must also check out and back in in person with the appropriate staff member. In the event the system is down or unavailable, the Resident student-athlete is still responsible for obtaining detailed signed permission slips to leave the campus. Once a Resident has left campus for any reason, EAP Management is not responsible for his/her well-being. Any student-athlete who leaves campus in the company of someone with whom he/she do not have permission to be with is a violation of this EAP policy.

Student-athletes may not use a parent's or guardian's email address to provide their own permission or approve a leave request, even if they are only translating for their parents. If translation si needed, please contact EAP administration. Deliberate misinformation or misleading information of any kind is considered a violation of major EAP Management and GPC/EAP rules and will likely be subject to disciplinary action.

EAP Management will not approve of any Resident(s) staying in a hotel or motel unless accompanied by his/her parent/guardian or with special permission from a parent for unique situations. Student-athletes much follow established protocol for making such requests.

EAP administration reserves the right to revoke or suspend leave privileges for academic or disciplinary reasons at the recommendation of the student-athlete's parents or RA, among others. Student-athletes can expect to be restricted to campus and may be subject to further disciplinary action, including potential dismissal from housing, should they leave without permission.

Theft

Theft (or arranging/facilitating the theft) on or off EAP Management property, including but not limited to another individual's ID, sports equipment, bicycles, laptop computers, electronics, school books and supplies, internet accounts, credit cards, credit

card account numbers, clothing, shoes or the unauthorized use (or arranging/facilitating the unauthorized use) of calling cards, cell phones or EAP Management facilities and resources is prohibited. Resident scholar-athletes found doing so will be subject to disciplinary action.

Other Prohibited Behaviors
The following list of behaviors are prohibited. Resident student-athletes found participating in any of these behaviors are subject to disciplinary action.

- Fighting, including any physical abuse or contact intended to cause infliction of physical or psychological harm to another individual;
- Purchase, sale, possession of, or passing of pornographic material or viewing pornography;
- Vandalism, physical damage to any property, whether on campus or off-campus while attending or participating in an off-campus activity;
- Disrespect toward fellow student-athletes, EAP OR GPC staff/employees, guests, contractors or tournament/game officials;
- Criminal activities while enrolled at EAP boarding facilities;
- Creation, sale, purchase, possession, distribution, or use (or arranging/facilitating the creation, sale, purchase, possession, distribution, or use) of any identification with false information for the student-athlete or any other third party. This includes using another student-athlete's ID;
- Making or cooperating/conspiring to make a 911 call as a prank or without good cause;
- Making a bomb threat, inducing panic, or tampering with, disabling, or using safety equipment (fire alarms, fire extinguishers, emergency call boxes) as a prank or without good cause;
- Entering the residence or office of a staff member without permission;
- Failure or refusal to cooperate in an investigation;
- Use of profanity, violent or harassing speech, writings or images (including in emails and instant messaging);
- Unauthorized possession or use of EAP Property;
- Wearing clothes with offensive advertising or content or clothing that is too revealing per EAP Property Management standards;
- Wrestling or other rough games or behavior, including pushing/throwing someone into the pond;

Violation of any EAP Management Rules and policies may impact The Resident's current or future enrollment.

ELECTRONIC DEVICES
Acceptable Use Policy
EAP Management maintains an Acceptable Use Policy to govern electronic device use for all student-athletes. Due to the constant evolving nature of technology and its uses, EAP Management reserves the right to update this policy at any time. All student-athletes are expected to abide by this policy. All parents/guardians are expected to review this policy and take an active role in the supervision of the technology they provide their children attending GPC/EAP programs.

Right to Inspect
EAP Management reserves the right to inspect and/or confiscate any electronic device (computers, cell phones, tablets, etc.) brought onto campus if there is reasonable suspicion that the device contains material that may be in violation of any policies set forth in this handbook, to aid in an EAP investigation, or if it was used in violation of this policy. Inappropriate content will be deleted by a member of EAP Management staff. The decision to inspect and confiscate the device will be made by a member of EAP Management staff. Failure or refusal to provide device and passcodes may result in suspension or dismissal from EAP properties without refund.

Computer and Internet Policy
Residents are encouraged to utilize technology in a responsible and acceptable manner and are expected to use the network to pursue academic activities. EAP student-athletes are expected to:

- respect the integrity of EAP Management's and GPC/EAP Academy computing systems. Student-athletes should never intentionally use programs or other technologies that may damage or alter the software on GPC/EAP's network. Tampering with hardware or software, hacking, or any vandalism of computer equipment are serious offenses that will result in immediate suspension of all network privileges;
- respect the legal protection provided by copyright and licenses. Users should not make unauthorized copies of proprietary software for their own use, even when that software is not physically protected against copying. Likewise, peer-to-peer file sharing of copyrighted materials over GPC/EAP Management's network is prohibited;
- respect the finite capacity of the system, and limit use and size of files so as not to interfere unreasonably with the activity of other users.;
- respect the procedures established to manage the use and security of the system;
- report any violation of these guidelines by any other individual;
- report any breaches in GPC/EAP network security of which they are aware.

The Resident is responsible to pay for any damages done to any GPC/EAP computers.

Cell Phones, iPads and Other Mobile Devices
EAP Management recognizes that cell phones and other mobile electronic devices have become a staple of parent-child contact. Residents on EAP Management's campus are allowed to have such devices. However, their use is restricted to certain areas and times. All cell phone numbers must be on file with EAP Main Campus office and recorded on all sign out logs. Cell phones, iPads and other disruptive electronic devices are not to be used in the academic rooms unless used in conjunction with instructor-directed learning or during specified breaks. If brought to academic classrooms, any such device must be turned off so as not to ring and disrupt the learning environment.

Cell phones, iPads, and other electronic devices may not be used in locker rooms and restrooms, including dorm room bathrooms. These devices and digital recorders must not be used to record video or audio in locker rooms and restrooms or when other Residents are nude, partially clothed, or changing clothes. Student-athletes should not use these devices when interacting with adults in any context without the adult's consent and knowledge. There will be no recording of other Residents without their knowledge and consent and no recording while a passenger in an GPC/EAP vehicle, as it can prove to be distracting to the driver. These prohibitions on recording exclude recording which is generally permitted during publicly conducted events.

Email and Social Media
EAP Management believes that email and social media used to positively promote academic and athletic endeavors and to interact with peers in an appropriate matter is permissible. Use of email and social media is governed by the same policies as other electronic communications. EAP reserves the right to monitor content and to request any material that EAP Management finds objectionable to be removed with the potential for disciplinary consequences. This prohibition includes anonymous messages and postings in online forums and chat rooms. In addition, EAP prohibits Residents from operating accounts under a false identity. The refusal to cooperate by providing user names or passwords when requested will be a violation of EAP Management's policy for which consequences may follow.

Sexting
Sexting is prohibited at EAP Properties. Residents engaging in this behavior will face disciplinary consequences and may face legal consequences. Sexting is defined as the act of sending or forwarding through cellular telephones and/or other electronic mediums sexually explicit, nude or partially nude photographs, images or videos.

Should a student-athlete receive a sext that the student-athlete did not illicit, he/she will face disciplinary action unless he/she adhere to the following guidelines:

- Do not forward the sext to anyone, including staff members.
- Do not immediately delete the sext. Bring the sext to an EAP Management staff member who will document the deletion of the sext.

Anyone who does not follow these guidelines will be considered to have committed a major rules violation. If a student-athlete solicits a sext message, he or she will face a major rules violation. Recipients should still follow the recipient guidelines stated above in order not to face further consequences.

Student-athletes should be aware that there are laws against sexting that may result in criminal charges being filed against them. The conduct is strictly prohibited by EAP Management, and such conduct will result in disciplinary action.

As parents/guardians typically provide the electronic devices discussed above, EAP Management expects that parents/guardians will instruct their children on all applicable security and privacy settings. Parents/guardians should monitor their child's use of electronic devices, monitor their child's social media use and accounts, discuss positive digital citizenship.

Policy Violations
All users should be aware that the inappropriate use of electronic devices can be a violation of local, state and federal laws. Violations can lead to prosecution. In addition to the foregoing, the following technology uses are considered unacceptable and may result in disciplinary action:

- using the network for illegal, inappropriate, or obscene purposes directly or in support of such activities (Illegal activities are defined as a violation of local, state, and/or federal laws. Inappropriate use is defined as a violation of the intended use of the network and computing systems. Obscene activities are defined as a violation of generally accepted social standards);
- using the network for any illegal activity, including violation of copyrights or other contracts violating such matters as institutional or third party copyright, license agreements and other contracts;
- performing any of the following: intentionally disrupting network traffic or crashing the network and connected systems; degrading or disrupting equipment or system performance; using the computing resources for commercial or financial gain or fraud; stealing data, equipment, or intellectual property; gaining unauthorized access to the files

of others or vandalizing the data of another user; gaining or seeking to gain unauthorized access to resources or entities; forging electronic mail messages or using an account owned by another user; wastefully using finite resources; invading the privacy of individuals; posting inappropriate anonymous messages; possessing any data that might be considered a violation of these rules in paper, magnetic (disk), or any other form; refusing to give passcodes for any device(s) during an investigation.

Consequences of policy violations include, but are not limited to confiscation of the device, suspension or revocation of Internet access, suspension or revocation of network privileges, suspension or revocation of computer access, suspension or expulsion from EAP properties, legal action and prosecution by the authorities and loss of privileges. EAP Management has the right to confiscate devices and to restrict or terminate network and Internet access at any time for any reason. EAP Management further has the right to monitor network activity in any form that it sees fit to maintain the integrity of the network.

OTHER EXPECTATIONS

Commercial Enterprises

All Residents are prohibited from conducting any business or commercial enterprise in or on all GPC/EAP facilities and/or EAP properties, including rooms or suites and inside, outside, or around all Residential Housing/facilities.

Egress

The Resident is prohibited from blocking direct egress from the rooms, hallways, or stairwells. Residents' rooms should be arranged to permit direct access from all areas to the doorway. Obstructions such as carpeting or rugs, behind the door shoe racks, tapestries, or other materials hanging in the doorway or furniture should not deter egress from room or prevent the door from latching.

FURNITURE

Residents are prohibited from misusing any and all EAP Management property, including but not limited to the possession, misappropriation, or misuse of common area furniture from boarding facilities, dining facilities, GPC and EAP academic center, offices, and/or class rooms. The violation of this policy may result in replacement charges and/or return of the property.

Residents agree that they shall maintain EAP Management furniture in the condition it was received, reasonable wear and tear accepted, throughout the duration of this contract. EAP Management furniture and fixtures must remain in their designated location and may not be removed or disassembled.

LOUNGES AND RECREATION AREAS

Some designated spaces may be reserved through EAP Management. Any person/group reserving a space will be held responsible for its cleanliness and for adhering to the rules of EAP Management including but not limited to the code of conduct. No resident or guest may use a lounge for sleeping or overnight accommodations.

SOCIAL ROOM USE

Use of televisions, video games, ping pong tables, pool tables, and other such equipment in social rooms is confined to times other than those hours when classes are in session or during evening study hours, except for programs approved by the RA and/or EAP administration. Residents may watch television and play various games in the social rooms on most Friday and Saturday nights until midnight. With the Director of Residential Life's approval and appropriate supervision, these hours may be extended.

WILDLIFE - DO NO HARM

Hunting, fishing, and feeding wildlife is strictly prohibited. Any Residents or their guests who willfully, intentionally, or negligently harm, injure or cause the death of wildlife may face disciplinary action.

IDENTIFICATION

Residents must provide proper GPC/EAP boarding identification when requested by an EAP Management or EAP/GPC staff member. Residents must comply with the reasonable directions of EAP Management staff in the performance of official duties.

SEARCHES

Residents must not store illegal or contraband materials, stolen articles, or dangerous items in their rooms, lockers, cars, or other locations on campus. In order to ensure a safe campus environment, EAP Management reserves the right to search for such items when there is reasonable suspicion that such items exist in such locations. Accordingly, EAP Management reserves the right to search persons, backpacks, rooms, lockers, and any and all other places or articles of property including but not limited to personal digital devices, email accounts, or text messages. If on a student-athlete's phone, the student-athlete must provide his/her phone and password(s). If any contraband, illegal materials, stolen articles, or other evidence is uncovered during the search, or if the student-athlete does not comply, the student-athlete will be subject to disciplinary action. Any items prohibited by law or by EAP Management will be confiscated and the student-athlete may face disciplinary action.

PETS

Pets, including visiting pets, are prohibited in EAP Boarding housing. Aquarium fish are approved for tanks up to 10 gallons. Service and emotional support animals, where appropriate, must be approved in writing by EAP Management.

ROOFS, LEDGES, AND BALCONIES

Presence on rooftops, window ledges, outer ledges, balconies, and areas marked for restricted access (interior or exterior) in or on all EAP Management facilities, including but not limited to residential housing, gaming area, dining area, or academic area, is prohibited.

SAFETY AND SECURITY

Safety and security is a shared responsibility of the EAP Management staff and the Residents. Residents should always carry and never lend their Identification Card (ID) or room keys. All residential areas are secured 24 hours a day. Residents should always lock their room/suite doors. When exiting residential housing through locked exterior doors, Residents are responsible for leaving the doors locked. Residents are prohibited from propping, tampering with, and/or vandalizing doors.

HEALTH AND WELLNESS

All student-athletes are required to submit completed health forms, including a physical and immunization record form which demonstrates proof of required immunizations that is signed by the student-athlete's health care provider and a signed permission to treat form.

It is expected that parents/guardians will log into their child's account online and update any changes in their child's health status or changes in health insurance information. It is imperative that health information remain current. No student-athlete will be permitted to move onto campus or participate in any academic activities until the Health and Wellness Center has received all required health forms, including health insurance information.

If a student-athlete becomes ill or injured while on EAP Properties, he/she will be transported to the nearest urgent care facility. If the urgent care is closed or is unable to provide sufficient medical care, then the student-athlete will be transported to the emergency room (ER).

If a student-athlete needs to go to the ER, a staff member will drive the student-athlete or they will go by ambulance. The staff member will follow the protocol per the signed medical release form and will share confidential medical information about the health and well-being of the student-athlete with the medical staff so that the student-athlete can receive appropriate medical care. Parents/guardians will be contacted if a student-athlete has to go to the emergency room for any reason.

If the student-athlete has to go to the hospital, there may be fees associated with an emergency visit or the cost of an ambulance. EAP management is NOT responsible for those costs. The parent/guardian and student-athlete will be responsible for all related fees if they are not covered by the student-athlete's insurance.

There may be certain circumstances in which GPC/EAP will require that a student-athlete receives outside professional help as a condition of his/her continued enrollment. GPC/EAP or EAP Management are not equipped to counsel student-athletes who may have mental health or other social-emotional issues. An EAP administrator may serve as the liaison between the outside clinician and GPC/EAP. In these circumstances, the parent/guardian and student-athlete will be required to give permission for the outside professional to keep GPC/EAP informed of the student-athlete's progress and the professional's therapeutic recommendations.

Concussion

Our athletic trainer will evaluate any student-athletes who have experienced a possible head injury while on campus or during a GPC/EAP off-campus activity. If a concussion is suspected, a referral to an outside healthcare provider will be made for a diagnosis.

Student-athletes who experience a possible head injury while not on campus should utilize their personal healthcare provider for diagnosis and guidance. Upon diagnosis, the GPC/EAP will coordinate care and accommodations in collaboration with the student-athlete, parents/guardians, athletic trainer, academic office, and counseling team, as well as the treating healthcare provider, with the end goal being a return to a full program of study and athletic participation without restrictions.

Medical Leave of Absence

The treatment of some medical and psychological conditions is best managed outside of a school setting. Severe depression, concussions, eating disorders, and attempts at self-injury are examples of conditions which generally require more treatment, support, and supervision. In these cases, a family may apply for medical leave. Requests for such a medical leave should be made by a family or guardian in writing to EAP administration. The family is expected to fully disclose all information related to the reasons for the request.

A medical leave of absence may be granted by EAP administration, in consultation with the GPC/EAP and any other relevant academic staff and/or EAP Management staff member when the management of physical or emotional illness interferes with a student-athlete's ability to participate in academics, such participation has an undue negative impact on others, and/or is beyond the practical limits of the care that the Health and Wellness Center can provide.

In certain situations, such as when a student-athlete's condition or behaviors are creating an undue disruption to the community or where GPC/EAP or EAP Management is unable to provide the level of treatment, supervision, or support required to address the condition, professionals of the Health and Wellness Center, in consultation with the EAP Administration and/or any other EAP or GPC/EAP staff member, may require that the student-athlete take a medical leave.

In some circumstances, depending on the student-athlete's diagnosis and symptoms, EAP administration may determine the minimum length of absence. It is understood that student-athletes on medical leave retain their place in at GPC/EAP including Boarding.

Families of student-athletes on medical leave are required to authorize the professionals providing their child's care to share information and engage in ongoing consultation with the GPC/EAP. In cases of a medical leave, GPC/EAP and EAP Management reserve the right to require the family to have the student-athlete evaluated by a professional of the GPC/EAP and EAP Management's choosing.

Academic matters for a student-athlete on medical leave are handled by EAP administration on an individual basis.

SPORTS
Any sports-related activity (including but not limited to using sports equipment, ball playing, rollerblading, skateboarding, water/food fighting, playing with metal tipped darts) and any activity which could cause personal injury or cause damage to property is prohibited within residential housing. Snowball throwing and/or snowball fighting are prohibited in or around residential housing.

Residents are not permitted to participate in high-risk activities without the written consent form signed by The Resident's parents/guardians.

WINDOWS
Residents are prohibited from placing or suspending items out of windows. Residents are prohibited from throwing objects outside of any windows. The removal of a screen from a Resident's room or in public areas of residential housing is prohibited. Opening security screens is prohibited, except in an emergency.

MAIL and DELIVERIES
Packages that contain items that are prohibited per the housing contract should not be shipped to a residence hall/apartment/ suite. If a prohibited item is received by a Resident or EAP Management via mail, it will be returned to the sender.

ON CAMPUS MARKET
There is a general store located in the dining hall building offering both snack food, drinks, and other supplies. The store is open during dining hall open hours.

ON CAMPUS DELIVERIES
Deliveries during normal business hours will be left at the front office. The front office will notify the student-athlete that there is a delivery to pick up.

Residents who would like to have deliveries such as takeout food delivered after academic hours are only allowed deliveries under the following conditions:

- The resident must first receive permission from the RA. If the RA agrees, the delivery is to be made to the RA and the Resident at the Campus Dining Hall. Residents are NOT allowed to receive any deliveries themselves; the RA must be present.
- Deliveries are not permitted anywhere on campus except at the dining hall lobby. Residents are not allowed to receive deliveries at their suites or in their rooms.
- Resident student-athletes may have items like food delivered on the following days during the following times but the delivery must not arrive any later than 10:45 p.m. Residents should account for the time it takes to deliver.
  Friday after academics/golf activity but not later than 10:45 p.m.
  Saturday from 9:00 a.m. until 10:45 p.m.
  Sunday from 9:00 a.m. until 7:30 p.m.

Failure to follow these procedures is considered a safety violation that will result in disciplinary action including the loss of delivery privileges.

LOST AND FOUND

The lost and found is located at GPC headquarters. Valuable items found should be turned in at the main office at GPC Main Campus. During the year, EAP Management will clean out the lost and found, notifying student-athletes of a 48-hour period in which they must reclaim lost items or they will be either donated or discarded, as appropriate.

DISCIPLINE POLICIES AND PROCESS

The disciplinary process is intended to further educate student-athletes about GPC/EAP and EAP Management's values and expectations, hold student-athletes responsible for their actions, and remind them of their commitment to the community.

No set of rules or guidelines can cover every conceivable situation that may arise. The rules, policies, and procedures are intended to apply under normal circumstances. However, situations may arise that require immediate or non-standard responses. This handbook does not limit EAP Management's ability to deviate from normal rules and practices. EAP Management reserves the right to deal with individual circumstances as they arise in the manner deemed most appropriate by Management, while taking into consideration the best interests of the community.

Any Resident who violates any of the boarding rules may face disciplinary action, including dismissal.

FAILURE TO FULFIL THE TERMS OF THE AGREEMENT

The Resident's failure to fulfill the terms of any of the above may lead to termination of this contract in terms of EAP Management's obligation to provide residential housing and will not release the obligation for The Resident to pay the contracted fees. This includes but is not limited to if The Resident is removed from housing for failure to follow the rules. If the contract is terminated under these circumstances, then The Resident is still obligated to pay any and all past due, current and/or future fees, pursuant to the terms of the contract.

CANCELLATIONS/CONTRACT RELEASE

The Resident may request release from the contract in writing, which is subject to the approval of EAP Management only. A release may be granted only when it has been determined that circumstances are substantially different from the time the contract went into effect. Such releases will be considered for the following reasons:

- academic withdrawal or dismissal from GPC/EAP program;
- extreme, unanticipated financial hardship not present or known at the onset of the Contract;
- serious medical or health problems that cannot be accommodated successfully in any available residential boarding living option.

Supporting documentation must be submitted at the time of the written request to be released from the contract. Requests will automatically be denied if they are not submitted in line with the above-stated expectations. For Residents in the Achieve Program, reducing course load from full-time to part-time does not automatically constitute grounds for release from this contract. Residents who retain enrollment in GPC/EAP programs, yet move out of an GPC/EAP Boarding Housing assignment without approval from EAP Management are still liable for all room and dining fees remaining on the student-athlete fee bill.

LIABILITY RELEASE/INDEMNIFICATION/HOLD HARMLESS

EAP MANAGEMENT IS NOT LIABLE FOR DAMAGE OR LOSS OF PERSONAL PROPERTY. ALL RESIDENTS ARE STRONGLY ENCOURAGED TO SECURE THEIR OWN PERSONAL PROPERTY LOSS INSURANCE.

The Resident shall be solely responsible for insuring any of his/her personal property located or stored upon the premises. The Resident is encouraged to obtain appropriate insurance and is responsible for protecting and securing any personal property located within any GPC/EAP facility, including but not limited to any residential housing assignment, classroom, dining hall, or shared facilities.

GPC/EAP and EAP Management assumes no legal obligation and is therefore not responsible for damage, destruction, or loss resulting from theft, fire, smoke, weather, water damage, or any other hazard or casualty. The Resident by the execution hereof releases EAP Management, its agents, employees, or representatives from any and all liability or injury to The Resident, guests, or anyone on said premises. This release shall be applicable to the entire facility, including parking areas, walkways, office space, or any other common areas, but not limited to the same.

Regardless of whether Resident secures such insurance, EAP Management shall assume no responsibility, and The Resident, including all guest and invitees of Resident, shall, to the maximum extent of the law, release, indemnify, hold harmless, and forever discharge EAP Management and its agents and employees, for any and all liability, claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, theft, property damage, or personal injury, including death, whether such losses occur in Resident's room, the common area, or elsewhere in or around the premises.

EAP Management will make a good faith effort to repair properly reported defects in residential facilities. However, EAP Management shall not be liable for failure of water supply, electrical current, or heating/cooling systems; presence of insects or vermin; or the loss, damage, or injury to a resident or his or her guest or the property of The Resident or guest. In the event of utility or facility disruptions, housing fees will not be reimbursed.

EAP Management will only consider liability for damages or injuries caused by gross negligence on the part of EAP Management or its employees while working within the scope of their employment.

EAP Management agrees to exercise reasonable care to safeguard the health, safety, and property of The Resident. However, Resident agrees that EAP Management does not promise, warrant, or guarantee Resident safety and security, or that of Resident's guests or Resident's personal property against the criminal actions of other Residents or third parties. Furthermore, EAP Management or its fiduciaries shall not be liable for any damage or injury to Resident, Resident's guests or Resident's personal property or to any person entering the room/apartment/house assigned to Resident or the Housing Facility in which The Resident resides, for injury to person or property arising from theft, vandalism, or casualty occurring in the room/apartment/house assigned to Resident or the Housing Facility in which The Resident resides.

The Resident student-athlete (and his/her undersigned parent or legal guardian, in the case of a minor) agree to indemnify and hold harmless EAP Management and its fiduciaries and subsidiaries, respective directors, trustees, agents, and employees from and against all claims, actions, judgments, damages, liabilities, costs, demands, losses and expenses (including, without limitation, reasonable attorneys' fees and disbursements) resulting from or arising out of injury to your person or property or any of your guests while you reside in the Housing Facility, regardless of the cause (including, but not limited to, injury resulting from engagement, involvement, or participation by you or any of your guests in any event sponsored by the Housing Facility in which you reside), unless such injury is caused by the gross negligence or intentional conduct of EAP Management, or their agents.

The Resident student-athlete (and his/her undersigned parent or legal guardian, in the case of a minor) hereby release and forever discharge and hold harmless EAP, its fiduciaries, subsidiaries, and their respective directors, trustees, agents, and employees from any and all demands, causes of action, and/or judgments of whatsoever nature of character, past or future, known or unknown, whether in contract or in tort, whether for personal injuries, property damage, payments, fees, expenses, or any other monies due or to become due, or damages of any kind or nature, and whether arising from common law or statute, arising out of, in any way, this Contract and the use of the Housing Facility. This release will be binding upon the Resident (and his/her undersigned parent or legal guardian, in the case of a minor) and any of the Resident's heirs, whether present, past or future.

REVISIONS

This handbook is subject to revisions by EAP Management. EAP Management will notify residents of changes with five (5) days of the modification by means of an email message and by posting the new information on The Residential Life web page.

GOVERNING LAW

This Agreement shall be construed in accordance with and governed by the laws of the State of Connecticut.

EMERGENCY REPOSSESSION

EAP Management reserves the right to repossess Resident student-athlete rooms and residence hall facilities in the event of an epidemic or other emergency as defined by EAP Management.

Boarding Handbook

I have read the document and have discussed with the participant scholar-athlete. I understand my responsibilities and commit to following the policies stated in the Boarding Handbook. I understand I am responsible if my child does not follow the rules listed in the boarding handbook.

_____ _____

Parent/Guardian Signature Date

_____

Parent/Guardian Printed Name

I have read the document and have discussed with my parents/guardians. I understand my responsibilities and commit to following the policies stated in the Boarding Handbook.

_____ _____

Scholar-Athlete Signature Date

_____

Scholar-Athlete Printed Name

EAP Property Management, LLC Representative Signature Date

_____

Representative Printed Name

Ethan Allen Prep
45 Stonehenge Road, Ridgefield, CT 06877
203.790.4653
www.theGolfPerformanceCenter.com