Dear Students and Parents,

I am so excited to welcome you to Bard Academy at Simon’s Rock! You are about to embark on a unique and wonderful adventure here in the beautiful Berkshires. In an academic world that is rife with traditional boarding schools, it is a rare opportunity to get to be a part of the inaugural class at an innovative institution like Bard Academy. Undoubtedly, it took a great deal of tenacity, grit, and courage to choose us, and I am so glad you did – you are exactly the type of students and families that I love working with! I look forward to meeting you in the coming weeks, and getting to know all of you over the course of the school year. I am certain that, collectively, we will be able to create a positive and welcoming community and school culture.

As the Assistant Dean of Student Life, it is my job to challenge and support students outside of the classroom. While we offer a rigorous academic program, there are also many amazing opportunities to learn outside of the classroom through planned out-of-class programs (trips, community service projects, athletic activities, etc.). Inevitably, students will be pushed out of their comfort zones in many areas of their lives throughout the year. I hope that they fearlessly tackle each challenge with an open mind, knowing that my Student Life Staff and I will be here to celebrate their successes and support them through the rough times.

After working as a Residence Director at Bard College at Simon’s Rock for two years, I am coming back to Great Barrington energized and ready to build an active and engaging Residential Life program for our students. My staff and I are really looking forward to seeing you on campus in August. You will soon receive your new student packet, which will contain information about course registration, arrival, and roommate pairing! Please let us know if there is anything we can do to help you prepare for life at the Rock.

Sincerely,

Mark Mirasol
Assistant Dean of Student Life
# BARD ACADEMY at SIMON’S ROCK

## Academic Calendar 2015-2016

### Summer 2015
- **Saturday, August 15**
  - New students arrive 8:00-11:00 (*Financial clearance required*)
- **Saturday, August 15 – Saturday, August 22**
  - Orientation Programming – Writing and Thinking Workshop

### Fall Semester 2015
- **Sunday, August 23**
  - Returning College students arrive after noon (*Financial clearance required*)
- **Monday, August 24**
  - Fall semester classes begin
- **Monday, September 7**
  - Labor Day. Regular class schedule in session.
- **Saturday, September 26**
  - Rock the Community Day of Service
- **Friday, October 2**
  - Airport / travel information to Transportation by 5:00
- **Friday, October 9**
  - Fall Break begins after last class (residences close on Saturday, October 10 at noon)
- **Friday, October 16**
  - Midterm grades and comments due to Registrar by noon
- **Sunday, October 18**
  - Fall Break ends (students return after noon)
- **Monday, October 19**
  - Classes resume
- **Friday, October 30**
  - Family Weekend

### Intersession 2015 – 2016
- **Wednesday, November 11**
  - Social Justice and Diversity Teach-in. No classes.
- **Friday, November 13**
  - Airport / travel information to Transportation by 5:00
- **Friday, November 20**
  - Thanksgiving Break begins after last class (residences close Sat, Nov 21 at noon)
- **Sunday, November 29**
  - Thanksgiving Break ends (students return after noon)
- **Monday, November 30**
  - Classes resume
- **Friday, December 4**
  - Airport / travel information to Transportation by 5:00
- **Tuesday, December 15**
  - Last day of classes
- **Wednesday, December 16**
  - Residences close at noon

### Winter J-Term Session 2016
- **Tuesday, January 5**
  - Returning students arrive after noon (*Financial clearance required*)
- **Wednesday, January 6**
  - Winter J-Term Session begins
- **Friday, January 22**
  - Winter J-Term Session ends
- **Tuesday, January 26**
  - J-Term grades and comments due to Registrar by noon

### Spring Semester 2016
- **Sunday, January 24**
  - Returning College students arrive after noon (*Financial clearance required*)
- **Monday, January 25**
  - Spring semester classes begin
- **Monday, February 15 & Tuesday, February 16**
  - Academy Mini-Break (no classes)
- **Friday, March 4**
  - Airport / travel information to Transportation by 5:00
- **Friday, March 11**
  - Spring Break begins after last class (residences close Saturday, March 12 at noon)
- **Friday, March 18**
  - Midterm grades and comments due to Registrar by noon
- **Sunday, March 27**
  - Spring Break ends (students return after noon)
- **Monday, March 28**
  - Classes resume
- **Friday, May 13**
  - Airport / travel information to Transportation by 5:00
- **Wednesday, May 25**
  - Last day of spring semester classes
- **Tuesday, May 31**
  - Spring semester grades and comments due to Registrar by noon
Semester Breaks and Transportation

Bard Academy students have two-week-long breaks from classes in the fall semester, and one two-week break from classes in the spring semester. The breaks are intended as time to rest and recharge. During breaks, the residence halls are closed and all students are expected to leave for the duration of the break. The same is true of the summer and winter intersessions.

At the beginning and end of the academic year and of each break, transportation to and from Albany and Bradley (Hartford) Airports is offered at a charge of $50 one-way or $100 round-trip; the cost will be billed to the student’s account.

Bard Academy coordinates travel with Bard College at Simon’s Rock. In order to arrange airport transportation, please sign up using the Bard College at Simon’s Rock online form by 5:00 pm on the Friday one-week prior to the beginning of the break. If a student’s transportation schedule changes, please notify the Dean of Bard Academy and the Assistant Dean of Student Affairs.

Many airlines require passengers to arrive at the airport one full hour before departure, so please schedule flights accordingly. Albany Airport is about one hour and 15 minutes from campus; Bradley Airport (Hartford) is about one and a half hours from campus. Due to variables such as weather conditions, traffic, etc., airport arrival times are approximate. Depending upon vehicle space considerations and airline departure/arrival times, we may occasionally need to alter our campus departure and airport pick up times; students will be notified as soon as possible. Due to space limitation on the shuttle, students should bring no more than one checked bag and one carry-on.

Bard Academy also offers limited shuttle service to the Wassaic train station at the beginning and end of each break. Wassaic is the northernmost stop on the New York Metropolitan Transportation Authority’s Metro-North Railway (Harlem line). Connections to cities along the eastern seaboard via Grand Central station are often available.
Writing & Thinking Workshop/New Student Orientation

During the first week on campus, members of the fall entering class will participate in the Writing and Thinking Workshop sessions, and attend events and activities designed to acquaint you with Bard Academy life in general and Simon’s Rock in particular.

Please plan to arrive on campus between 8:00 and 11:00 am on Saturday, August 15, so that you have time to complete the check-in and move-in process before the opening events. Students will begin their first Writing and Thinking Workshop session in the early afternoon of August 16. Along with Writing and Thinking Workshop, students will attend events throughout the week designed to orient them to the campus and its resources and to begin thinking about the responsibilities of living together in a close community. The best way to prepare for this busy week is to get plenty of rest and come ready to engage in a stimulating experience.

Day students will live on campus during Orientation week. They will have a room in the dormitory and will have full access to dining services for all meals. They can use the packing list included here (see Appendix) for guidelines, though they can be a bit more sparing in what they bring and what they leave at home. Please be in touch with the Office of Admissions with questions about Orientation and the Writing and Thinking Workshop.

Residence Life

Housing Overview

New students live in Carriage House on Upper Campus, a pleasant walk or a short shuttle ride away from the dining hall, academic buildings, Livingston Hall Student Union, library, and athletic facilities. The dormitory staffed by professional Residence Directors who provide support and guidance to their residents, administer the residence life policies, and uphold community standards. Residence Assistants also live in the dormitory: these are college students chosen for their compassion and leadership abilities to advise and mentor Bard Academy students, guide educational and recreational programs, and provide in-dorm tutoring. Your RDs and RAs will greet you when you arrive on the first day and will work with you all year to help make your experience at Bard Academy successful and rewarding.

Roommates

Most incoming first-year students will be paired with one other student in a double room. To help us pair you with a suitable roommate, please complete the Housing Assignment Profile. [Emailed Week of July 6]

The information you provide on this form helps us to avoid pairing people with fundamental differences, such as early-risers with night-owls. We do our best to match people, but we count on you to be open-minded, accommodating, and flexible as you get to know a person who may have points of view different from your own. For many of you, this will be your first experience sharing a room with someone else. Learning to share a space and to respect the values of people with backgrounds different from yours are among the most important and valuable aspects of your education outside the classroom.

Please complete the Housing Assignment Profile as soon as possible. Students who submit this form by July 20 will be notified of their roommate assignment before they arrive on campus. Forms submitted after the deadline will be considered and assignments made after all other incoming students have been placed and will be notified of their roommate assignment on Arrival Day.

Packing

Each student living on campus will be provided with a bed, a desk and chair, a dresser, and a wardrobe or closet. Rooms in the residence halls are fairly small, so we suggest that you consider carefully which items to bring. A list of suggested items to bring with you is included in the appendix of this document.
Laundry
Laundry facilities in Carriage House are contracted with a local service provider and are free for use, so you may do laundry when you wish without the need for exact change. If you have never done your own laundry, please be sure to get a crash course before arriving.

Information & Technology Services (ITS): Computing & Email
Most students find their computers indispensable for writing essays, doing research, and communicating with one another. Although there are computer labs and terminals scattered around campus, many students prefer to bring their own machine. Simon's Rock provides internet access and simons-rock.edu email accounts. All personal computers must be registered with Information Technology Services (ITS) in order to access the campus network; registration of computers will take place during orientation or the first time you connect to the wired network and open a web browser.

Once on campus, the Simon's Rock portal (my.simons-rock) and email are primary modes of communication from many departments. It is important that you check the portal and your Simon's Rock email frequently.

Selecting a Computer
Laptop and small netbook computers have the advantage that you can take them to class, the library, or a friend's room, whereas desktop computers tend to be cheaper and easier to upgrade. The disadvantage of portable computers is that they are more fragile, and can more easily be lost or stolen. For this reason, we recommend that portable computer users purchase a padded sleeve or carrying case, plus a lock or computer recovery software. For laptops, the manufacturer's extended warranty is often worthwhile, especially a plan that covers accidental damage such as spills, if available. Lower cost netbook computers are inexpensive enough that an optional warranty may not be cost effective. Desktop computers are by far the best value but the lack of convenience may be too limiting. Any current new computer should be sufficient for general use. Many older computers are also serviceable for email, web browsing, and word processing.

Operating Systems & Software
We ask that your computer run a secure, modern operating system. All computers are required to have current OS security patches and updated application software, and to be running any automatic update services provided with your OS. Linux and Unix are permitted and encouraged for those who are able to maintain their own systems.

You should have access to word-processing software, such as Microsoft Office (Word, Excel) or LibreOffice. Students can typically purchase Microsoft Office software directly from Microsoft. Alternatively, LibreOffice is an open-source office suite freely downloadable for students who prefer not to pay for the Microsoft product. We also recommend and support the free Mozilla Firefox web browser and Thunderbird email client.

Printers
General-use network printers will be available in select public locations on campus, including in the dormitory, library, and Student Union. You can also choose to bring a small printer to campus with you or acquire one once you arrive. Do not enable the wireless connection on your personal printer, as this causes too much wifi interference in a crowded dorm. Instead, plan to use a USB connection to connect to your printer.
The Campus Network
Simon’s Rock has a wired and wireless network throughout campus. For wireless, Simon’s Rock is a member of the eduroam consortium, which gives secure wireless access to members of university communities around the world; see www.eduroam.org for a list of member institutions. Once you have configured your device to join the Simon’s Rock eduroam network, you will be able to get online at any eduroam institution with no further changes. See http://wireless.simons-rock.edu for connection instructions and a coverage map.

Dorm rooms also have one wired network connection per student. This is the best way to connect game consoles and other small devices that generally are not able to connect to a WPA2 Enterprise network. Do not bring personal wifi routers, as they will compete with the campus network for available airtime, hurting the throughput for everyone in a crowded dorm.

In addition to email accounts, all students are given a server storage area for personal webpages and file backup. Simon’s Rock requires all members of the community to read and agree to our Network Acceptable Use Policy before connecting to the campus network. In particular, note that unauthorized duplication or distribution of copyrighted material is illegal in the US. The ITS webpage at http://simons-rock.edu/its has links to the Acceptable Use Policy and more information about copyright.

Computer Repair
All computers break eventually, usually at inconvenient times. To help guard against data loss and lessen the time it takes to get back up and running, we ask the following:

1. Be sure to bring the system discs that came with your computer to school with you. If your system did not come with system disks, most new computers will have a recovery partition instead. This makes restoration possible if the system gets corrupted.
2. Perform regular backups of all your important data. ITS is happy to demonstrate various ways to make safe copies of your documents to USB flash drives or media such as recordable CDs and DVDs, all of which are available for purchase at the local Staples store, or online from Staples or other providers. Secure storage is also available on a shared server; however, this space is for documents you generate only, not for copied music or other media.

Training and Support
Computer Assistants (CAs) and ITS staff are typically available 9-5, Monday through Friday in the ITS Offices under classrooms 9-14 to help with basic IT issues. For serious failures, such as damaged hardware or boot failure, we may be unable to help. In these situations, we will be happy to suggest local repair shops or help you get in touch with your machine’s manufacturer. We strongly recommend purchasing the extended warranty for computing equipment, particularly laptops; if a hardware problem occurs at any time during the warranty coverage, the contract generally pays for itself.

Telephone
Each room has one telephone line and you and your roommate will be responsible for providing a telephone. You will each have a private voice mailbox on the campus phone system. In the event of a power failure on campus, the telephone system is the most reliable way to reach students and pass along important information; we expect that each room has a telephone and that residents check their individual voice mail on a regular basis. Simon’s Rock has no billable long distance service for students so we suggest you purchase prepaid calling cards prior to arrival on campus. Cell phone service is intermittent on campus.
Mail

All students will be assigned a mailbox in the Livingston Hall Student Union. If you do not receive your mailbox number in advance, you will receive additional information when you arrive on campus. All students receive mail at Simon’s Rock using the following address:

Student Name  
Bard Academy at Simon’s Rock  
SR Box #__  
84 Alford Rd  
Great Barrington, MA 01230

You may ship belongings ahead of your arrival, provided that they arrive after August 1 for the fall semester, or January 2 for the spring semester. Your boxes will be catalogued and stored until you arrive. If you would like to ship anything in advance, please use this temporary address:

Student Name, New Student  
Bard Academy at Simon’s Rock  
84 Alford Road  
Great Barrington, MA 01230-1978

- "New Student" is required, as this will assist the mailroom staff in sorting shipments intended for students arriving in time for Orientation.
- This address should only be used to ship items in advance of your arrival on campus. Once you have moved in, you will receive a permanent mailbox number, which you can give out in order to receive mail and parcels.
- If you have any questions about what can and cannot be shipped or what address to use, please contact the mailroom at (413) 644-4127.

Security

The Simon’s Rock Security Department is committed to the promotion of personal and community safety. In addition to responding to emergency and safety concerns, the Security Department monitors the use of all campus buildings and grounds, enforces motor vehicle regulations, and monitors and facilitates building access. Security also responds to and investigates reported incidents and policy violations, and is open for these services 24 hours a day, year round.

Please ensure that any electronic equipment, musical instruments, and other items of value you plan to bring to the Academy are covered under your family’s homeowner’s insurance policy. The Academy assumes or accepts no responsibility for theft, loss, or damage to the personal property of any individual in Simon’s Rock housing. Each student assumes responsibility for the insurance, safe storage, and maintenance of their personal property. In order to facilitate the recovery or replacement of personal belongings in the event of loss, theft, or damage, Simon’s Rock provides a Student Equipment Identification Form, which is available online. This form should be used to detail electronic equipment, musical instruments, or other items of value.

More information about campus security is available on our website.
Dining on Campus
The Dining Hall serves 19 meals per week, including three meals daily during the week and brunch and dinner on weekends. Meals are served cafeteria style with a variety of options at each meal, including vegetarian and vegan offerings. In the evenings, the snack bar at Livingston Hall Student Union is open: Academy Students are welcome at the snack bar with supervision and permission of their Residence Director. Frequent snacks and occasional community meals are served in the dormitory.

Religious Services
Simon’s Rock does not have a religious affiliation, and aside from the events hosted by student organizations, does not provide religious activities. Transportation to local places of worship is provided weekly after the conclusion of New Student Orientation. Searching for a faith-based community and getting in touch with congregants before arriving on campus may help ease your transition to Simon’s Rock and the surrounding community. Anyone who needs information about places of worship in Berkshire County may contact the Student Affairs Office at 413-528-7693.
## Campus Resources

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<tr>
<th>Service</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td>Academic Affairs</td>
<td>413-528-7247</td>
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<tr>
<td>Admission</td>
<td>413-528-7355</td>
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<tr>
<td>Athletic Center</td>
<td>413-528-7777</td>
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<tr>
<td>Billing/Student Accounts</td>
<td>413-644-4285</td>
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<tr>
<td>Counseling Services</td>
<td>413-528-7353</td>
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<td>Dean of Bard Academy</td>
<td>413-644-4221</td>
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<tr>
<td>Dining Hall</td>
<td>413-528-7290</td>
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<tr>
<td>Financial Aid</td>
<td>413-528-7297</td>
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<td>Health Services</td>
<td>413-528-7353</td>
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<tr>
<td>Library</td>
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<tr>
<td>ITS</td>
<td>413-528-7371</td>
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<tr>
<td>Mailroom</td>
<td>413-644-4400</td>
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<td>Main Campus Switchboard</td>
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<td>Payroll</td>
<td>413-528-7415</td>
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<tr>
<td>Registrar</td>
<td>413-528-7201</td>
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<tr>
<td>Security</td>
<td>413-528-7291</td>
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<tr>
<td>Win Commons</td>
<td>413-528-7444</td>
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**Athletics**
Campus facilities include the Kilpatrick Athletic Center, outdoor tennis courts, and athletic fields. Academy athletes will compete against regional peer high schools as JV members of the College teams, which include men’s and women’s soccer, men’s and women’s swimming, and men’s and women’s basketball. Students also have the opportunity to participate in intramural sports that include basketball, tennis, indoor soccer, ultimate frisbee, volleyball, and dodgeball. Participating in competitive athletics requires a higher level of commitment, responsibility, and enthusiasm and provides yet another unique opportunity to learn and grow during the educational process. The coaching staff’s primary goal is to contribute to your liberal arts curriculum by utilizing the sports arena as their classroom and providing you with tools and experiences that will prepare you for life after Simon’s Rock. Additionally, you will experience the camaraderie and excitement of participating in a team sport. There are no try-outs; all students are welcome to participate. Sign-ups for teams will take place in the first weeks of the fall semester.

**Banking**
There are several local banks, representatives of which will be present on campus during Arrival Day so that students and families may open local accounts if they so choose. There also is an ATM in the Livingston Hall Student Union. This ATM is not affiliated with any bank and will charge $1.50 for each use, in addition to any fees charged by your bank. On Fridays from 2-4pm, students may cash checks at the business office. This is limited to personal checks of $50 or less.

**Counseling Services**
Counseling is available to all Simon’s Rock students during the academic year. Students may see a therapist for a brief consultation or ongoing psychotherapy by appointment. Therapists are available for appointments during regular office hours, and are on call for emergencies overnight and on weekends; there is no fee for this service. Medication consultation may also be arranged with our consulting psychiatrist, and in most cases, the student health insurance and private insurance may be used to cover all or part of the cost of these consultations. All contacts with the counseling staff are confidential except in those instances in which disclosure is explicitly negotiated in advance with a student or is required by law.

To facilitate a smooth transition, it is important that Counseling Services be aware of previous or ongoing concerns, and of any medications you are taking. This information should be reported on the health forms included in this booklet. You are welcome to contact Counseling Services to discuss your concerns in greater detail if you feel that would be beneficial. Additionally, staff will be available on arrival day to meet with incoming students and their parent(s)/guardian(s). Offices are located with Health Services in the Livingston Hall Student Union.

**Health Services**
Health Services is located in Livingston Hall and is open Monday through Friday, 9am – 5pm. Students may be seen for scheduled or walk-in appointments. Nurses are on call for emergencies when the office is closed as long as school is in session. Services include the treatment of acute illness/injury, monitoring of chronic illness, diagnostic testing, reproductive health, health education, and counseling. Students are expected and encouraged to contact us with any health concerns. Referrals to outside specialists are arranged as needed. There may be times that we recommend students see their physicians or specialists at home in order to improve continuity of care.

In order for you to attend classes at Simon’s Rock, certain health information is required. Please review and complete all required forms as thoroughly as possible, so that we may provide you with optimal care while you are on campus. **Please note:** All vaccinations required by the Commonwealth of Massachusetts must be up to date prior to your arrival to campus.
Judith and Ba Win Student Resource Commons
The Judith and Ba Win Student Resource Commons is dedicated to helping students find personal and academic success at Simon’s Rock and beyond. Through the Win Commons, students can receive individualized support for writing, time management, and study skills; work with Peer Tutors in most subject areas; and secure adaptive technologies, services, and accommodations. Win Commons staff will be present on Arrival Day to speak with parents about accommodations for students with disabilities and about resources available to Simon’s Rock students outside the classroom.

Academic Advising
You will meet with your assigned academic advisor for the first time during Orientation Week. At this meeting, you and your advisor will discuss your schedule and arrange your weekly meeting time for the semester. Advising meetings will take place individually and in groups. Your advisor is there to help you adjust to campus life, to celebrate your successes and support you whenever you might be struggling socially or academically, and to help you find your way to campus resources and services. Your meetings with your advisor might focus on time management, skills for living in a community, sleep habits, grades, balancing your workload and your social life, building strong relationships with teachers, planning for the transition to the college program, and much else.
Appendix

Checklist: What to Do Before You Arrive on Campus

- Complete Health Services forms including:
  - Immunization records
  - Physical examination form
  - Student information & medical history
  - EpiPen form (if applicable)
  - Insurance information
  - Emergency contact information

- Arrange for final transcript(s) of all work in progress to be sent to the Office of Admission

- Complete and submit the Housing Profile [Emailed week of July 6]

- Complete and submit the Security Equipment Identification Form

- Take math placement test
Packing List
Each student will be provided with a bed, a desk and chair, a dresser, and a closet or wardrobe. Laundry facilities are located in the dormitory.

☐ Alarm clock (or watch or cell phone with alarm function)
☐ Appliances- i.e. irons, coffee makers, etc.- with automatic shut-off
☐ Power strip
☐ Desk lamp
☐ Small trash can
☐ Bedding sheets, blankets, pillows. Beds are extra long twin size.
☐ Towels and toiletries
☐ Sewing kit
☐ Laundry bag & detergent
☐ Cold weather clothing for winter & wet weather clothing for spring
☐ Prepaid phone cards (if you would prefer making long distance calls from your room phone)
☐ Computer
☐ Stereo
☐ Cleaning supplies (dust pan and brush, broom or small hand vacuum, for example)
☐ Items that will make your room feel like home: posters, plants, an area rug.
☐ Telephone -REQUIRED- each room has one phone jack. You should discuss with your roommate which one of you will bring a phone.
☐ Refrigerator no more than 2 cubic feet in size--only one is permitted per room. Check with your roommate to make sure only one of you brings one.

What to Leave at Home
When in doubt as to whether an item is permitted, students should seek advance written permission from Assistant Dean of Student Affairs prior to bringing the item to campus.

☐ Simon’s Rock is a dry campus- drugs, alcohol and associated paraphernalia should not be brought to campus.
☐ Because of fire and safety concerns, microwaves, toaster ovens, electric blankets and other electric bedding, space heaters, immersion heaters, hot plates, open-coil appliances, fuel-run appliances, torchiere-style halogen lamps, and other potentially dangerous appliances are not allowed in the residence halls; open flames are also prohibited, thus candles, incense and related material are not permitted.
☐ Lofting material, other than items provided by the Academy, is not allowed.
☐ Weapons, including guns and firearms, ammunition, knives, swords, slingshots, martial arts paraphernalia and explosives, are not allowed or permitted. Articles used for class (such as fencing foils, bows for archery, etc.) must be registered with security and students will be referred to the athletic center for storage of such items; small utility or pocket knives are allowed.
☐ Pets, aside from fish, are not allowed. Freshwater fish may be kept by occupants of double rooms, with agreement of both roommates. Tanks should be made of Plexiglas and be no larger than 10 gallons.