

To: New International Parents/Students at Miller School for 2017-2018
From: Kathie Cason, Director of Student Life
Message: Information on New International Student Orientation/Travel Procedures
Date: July 11, 2017

Welcome to Miller School! We are happy that you and your family will be joining the MSA family this year!

The summer is passing quickly and soon students will be traveling to campus to begin classes! The travel day for new international students is Sunday, August 20, 2017. Students who are traveling alone will be able to arrive on Sunday to stay in the dorms. Students traveling with family members will need to refer to the section below on making hotel reservations. New international students who have a place to stay (with relatives) do not have to report to campus until Monday, August 21st at 9:00 a.m. We will begin orientation on Monday, August 21st at 9:00 a.m. at Old Main (main building on campus.)

New international students will need to let me know their travel plans to arrive in Charlottesville no later than Wednesday, August 12th. This can be done via email at kcason@millerschool.org. Please indicate the number in your group (please denote parents, siblings and other relatives.) Many times, parents and other siblings make the trip to Charlottesville with their MSA student. Unfortunately, we do not have dorm space for family members to stay on campus, so we have made arrangements with The Courtyard by Marriott in Charlottesville to hold a block of rooms (at a special rate) for family members who will be staying for a few days.

You can email me directly (and no later than August 12th) letting me know if you will need a hotel room. You will need to let me know your arrival date, number of rooms you will need and the number in your group. I will need to get a credit card number, three digit code from the back of the card, date of expiration, type of card, and the name on the card to make the reservation. Once the reservation is made, I will send you a confirmation email. **Room reservations must be made no later than August 12th.** Rooms will be released after this date and we cannot guarantee any rooms will be available. August is a very busy time in Charlottesville with students attending the University of Virginia also arriving in the area.

The hotel room information is as follows:

We will be using The Courtyard by Marriott North located near Fashion Square Mall. The street address is: 638 Hillsdale Drive, Charlottesville, VA 22901-1715. The direct phone number to the hotel is: 434-973-7100. If calling to make your reservations yourself, please refer them to the special rate given to The Miller School of Albemarle International Orientation. Courtyard by Marriott Charlottesville North is conveniently located off of Route 29 North, just minutes from historic downtown. The hotel is about 30 minutes from Miller School.

There are two types of rooms available:

- Guest Room which has 2 queen beds and pull out sofa for \$149.00 per night. **(Room capacity: 5)** (Two queen beds that sleeps 2 each and a pull out sofa that sleeps 1)
- Queen Suite Room with 2 queen beds and a pull out sofa for \$174.00 per night. **(Room capacity: 5)** The Queen Suite Room has a separate living room area from the bedroom area and the rooms are separated by a privacy wall.
- A hotel tax of 11% is added to all stays.

Standard hotel amenities for all rooms include data ports, high speed internet access in all suites, a pool, and an exercise/fitness room. All rooms have desk areas and remote control flat screen TVs. Cribs and roll-away beds are also available. Complimentary wireless internet access is provided in each room. There is a Bistro in the main lobby which is open for breakfast and dinner. Hotel staff can help you with grocery shopping, laundry, and dry cleaning. Check-in time for all guests is 3:00 p.m. and checkout time for the day of departure is noon. Requests for early or late checkout are based on availability. All rooms are **NON-SMOKING**. Local calls, long distance calls, and movie charges made from your room will appear on your bill at checkout. These are not included in the room fee.

Miller School will provide a shuttle bus between the hotel and the Miller campus for the orientation sessions.

Students traveling alone will transported to campus beginning on Sunday, August 20th. Students traveling with a parent may stay in the dorm beginning August 20th **OR** they can move into their dorm during the orientation time on Monday, August 21, 2017. Students are required to stay in their dorm room beginning Monday night, August 21st. ***Students will have an opportunity to set up their room during orientation on Monday and Tuesday.***

PLEASE NOTE:

If parents/students need transportation from the airport to Charlottesville upon arrival **OR** if they need transportation to the airport for their departure, please contact me by Wednesday August 12, 2017. I will need the following travel details: date of arrival, airport you are arriving at, arrival time, flight number, airline name, number of people in your group, and where I am transporting you to (hotel, family member, etc.) so that transportation can be arranged. For transportation arrangements regarding departure, I will need date, time and airport of departure along with the number of people in your party who will be leaving. Airline and flight

information is also required. If a car service is used to pick you up, this charge will be placed on your student's account. There is no charge for the shuttle bus service from the hotel to Miller each day during orientation.

Questions About Travel, Airports and Car Service

Airports most commonly used for travel include:

- Dulles in Washington DC/Reagan in Washington DC
- Charlottesville –Albemarle Airport
- Richmond International Airport

Questions always arise about students traveling to and from school during the school year. Our duty teams will pick up students who arrive at the Charlottesville Amtrak Train Station, Greyhound Bus Station, and the Charlottesville Airport. (There is a fee charged to the student's account for this service.) Students who arrive at Dulles/Reagan in Washington DC (or need to depart from there during the school year for holidays) can arrange transportation through Student Life. We use a local car service to transport students who are arriving or departing from airports outside of Charlottesville area. The charge for this service will be billed to your student's account. (Coordinating with other students who may also be departing from the same airport with a similar departure time will help cut down on the cost of the transportation for each student.)

If your child needs transportation to Miller upon arrival in Virginia or Washington DC at the end of August, you will need to notify the Student Life Office, (kcason@millerschool.org) by Wednesday, August 2, 2017 so transportation can be arranged. I will also need to know: the arrival date, arrival time at the airport, airline carrier, flight number, airport you are arriving at, the number in your party to be transported, and the location they will be transported to in the Charlottesville area (if parents are coming to stay a hotel.)

NOTE: When reviewing the calendar for travel plans, please pay particular attention to when dorms close and open during the holidays so departures and arrivals can be coordinated accordingly. Travel plans for each of the major holidays are due in the Student Life Office **three weeks** prior to the departure date. We must also have return travel information on file for the student prior to departure. Students can request transportation to Dulles in DC and the Charlottesville Airport to catch flights for the holidays but we cannot guarantee transportation if the travel information **is not submitted according to the deadline.**

During the school year, no flights should be made that require departure from the Miller School campus prior to 6:00 a.m. Local flights require passengers to check in 1 hour prior to departure (which means the earliest flight you should book from Charlottesville would be 7:30 a.m. or after.) Flights from DC require check-in 2 hours in advance of departure for domestic flights and check-in 3 hours in advance of departure for international flights. Travel time from Miller School to Dulles in Washington DC is 2 ½ hours.

Flights departing after 11:00 a.m. work best for domestic travel (and pick up by the car service) and noon or later for international flights. This allows enough time for travel to the airports as well as meeting the requirement time for passenger check-in.

All of these factors should be considered as you make plans for travel to and from the Miller School campus. Please feel free to direct any travel questions to me. Travel questions and concerns should be addressed as early as possible to give me adequate time to work through any issues or problems.

Please note: Students should arrange travel so that it coincides with the beginning and ending of the holiday periods listed on the school calendar. Requests for departing early for a holiday or returning late should be the **EXCEPTION** and not the **RULE** during the school year.

NOTE:

Dorms are **closed** during Thanksgiving Break (1 week), Christmas Break (2 weeks) and Spring Break (2 weeks.) **Students cannot stay in the dorms during those times.** Please pay particular attention to the calendar as to when dorms open and close during the holidays so departures and arrivals can be coordinated accordingly. **Students are required to be on campus to attend at WWOWW Week in January, 2018.**

Travel Documents:

Please be sure to have all of your travel documents with you at all times when traveling. **This includes you signed I-20 (student and parent need to sign the bottom of the first page), VISA and passport.**

**New International Student Orientation Schedule
August, 2017**

Sunday, August 20, 2017:

Travel Day; Students traveling alone will be transported to the dorms to stay with dorm directors. Students traveling with family members should arrive at local hotels today and rest up. No activities on the school campus for today.

Monday, August 21, 2017:

- **8:15 a.m.**

Miller bus will arrive at The Courtyard by Marriott to transport parents and students to Miller School. Please eat breakfast at the hotel. Breakfast in the Dining Hall for RAs and new students staying in the dorms.

- **8:30 a.m.**

New students should report to the foyer in Old Main **FIRST** to receive instructions.

- **9:00 a.m. to Noon:**

Boarding students whose last name begins with A-K should arrive between 9:00 a.m. and 10:00 a.m. Those whose last name begins with L-Z should report

between 10:00 a.m. and 11:00 a.m. **Day students** should report at 11:00 a.m. Please follow the times listed as closely as possible to allow time for the check-in process to be completed in time to eat lunch at noon. **PLEASE, NO EARLY BIRDS!** For **BOARDING** students, once the registration process is complete, you may proceed to your assigned dorm to check in with the Dorm Director and student leaders who will assist you in moving in. Take your check-in sheet with you. For **DAY** students, once you have finished your mandatory stations, turn your completed check-in sheet to the bottom tray outside the Student Life Office in the South Hallway. You may then have a little time to get yourself acquainted with your new surroundings!

- **9:00 a.m. until noon**
A Bank of America representative will be on campus to help parents/students set up accounts for debit cards.
- **12:00 Noon to 1:10 p.m.**
Buffet lunch for new students, parents and family members. Help yourself and enjoy!
- **1:15 p.m. to 1:55 p.m.**
Everyone meet in the Chapel for welcome and brief remarks from Mr. Drude, Headmaster, followed by brief group meetings with advisors. *(An Advisor List with meeting locations will be in the orientation packet students will receive when they check in on August 21st.)*
- **2:00 p.m. – 2:45 p.m.**
All new students will meet in the chapel for orientation.
- **2:00 p.m. -3:00 p.m.**
Parents: There will be an information session in the library. Returning students, parents and faculty will be available to answer questions. Attendance is optional!
- **2:45 p.m. – 5:00 p.m.**
All new boarding students (not involved with an ESOL or math assessment listed below) can depart for off campus shopping trips to get needed items. Meet at the north steps at 2:45 p.m. ready to depart. Day students may leave campus at this time if they do not have any other obligations for the day.
- **2:45 p.m. – 3:30 p.m.**
All new students who require a math assessment will meet in the library. (A note will be in your orientation packet if you need to attend this math assessment session.)
- **3:00 p.m. – 4:00 p.m.**
Parent Reception in the foyer of Old Main

- **3:30 p.m. – 4:30 p.m.** All new international students will meet in the library for an ESOL assessment.
- **4:00 p.m. – 5:00 p.m.** Mrs. Cason will meet with all new international parents in the Board Room
- **4:30 p.m. – 5:30 p.m.** Free time for those on campus
- **5:30 p.m. – 6:15 p.m.** Dinner on campus in the Dining Hall
- **6:30 p.m. – 9:00 p.m.** Free time for those on campus; shopping trips off campus for students who could not go this afternoon.
- **9:15 p.m.** In dorms
- **10:10 p.m.** All students in their assigned room
- **10:20 p.m.** Whew, what a day! Cell phones off and put away. Lights out!

Day 2 of NEW Student Orientation Tuesday, August 22, 2017

- **8:15 a.m.** Miller bus will arrive at The Courtyard by Marriott to transport parents to Miller School. Please eat breakfast at the hotel.
- **8:15 a.m. to 9:00 a.m.** Breakfast in the Dining Hall for RAs and students on campus.
- **8:50 a.m. to noon** ***MILLER BUSES LEAVES AT 9:00 a.m.*** with all new students for a hike off campus. Don't be late! Meet at the north steps at 8:50 a.m.
- **12:00 p.m. until 12:55 p.m.** New students return to campus; lunch in the Dining Hall
- **1:00 p.m. to 1:45 p.m.** Athletic meeting in the chapel for all students with Mr. Braxton, Athletic Director, and fall coaches.
- **1:45 p.m. to 2:10 p.m.** All students who will drive cars to/from school or will have a car on campus as a boarding student must meet in the Chapel.
- **2:15 p.m. until 3:00 p.m.** Would you like a tour of the whole MSA campus? Meet in the foyer of Old Main for a tour by the Admissions Office.
- **3:00 p.m. until 5:00 p.m.** Campus open; pool open; Student Activities Center open; corn hole in Bull Ring; Kona Ice Truck on campus; day students may depart after this event. **One note:** Make sure you have a copy of your class schedule for

tomorrow. If you have misplaced it, please see Mrs. Ewell, Registrar, before 5:00 p.m. today to get another copy.

- **5:30 p.m. - 6:15 p.m.**
- **7:00 p.m. – 8:15 p.m.**

Dinner in the Dining Hall

All boarding students (new and returning) meet with Dorm Directors and RAs in their respective dorms for a “meet and greet.” Don’t be late! All Wayland boarding girls will meet with Ms. Tyler and Mrs. Landseadel in the basement of Wayland Hall. All boarding boys will meet with Mr. Manuel and Mr. Hayden in the central lounge in the boys dorm on the lower level of Old Main.

- **8:15 p.m. – 10:00 p.m.**

Free time in the dorm for everyone to visit, finish up getting their rooms in order, put items in storage and get ready for the first day of classes tomorrow. Do you have your schedule ready? Do you have your dress code clothes ready to wear to class tomorrow?

- **10:10 p.m.:**
- **10:20 p.m.:**

All students in their assigned rooms.

Lights out! No senior lights tonight. You will need your sleep!

First Day of Classes For All Students

Wednesday, August 23, 2017 will be the first day of classes at MSA. The security system at Wayland Hall comes down at 7:10 a.m. Breakfast will be served from 7:20 a.m. until 7:55 a.m. First class begins at 8:00 a.m. beginning with Period A. **All students should be in dress code for the first day of classes.**

Technology Note for New Students

All new students should have completed the technology forms on the Miller School website and submitted these prior to their arrival on campus. Technology information can be found on the Miller School website (www.millerschool.org; go to Student Life tab and then to Technology.) Completing forms and registering your computer will allow your email account at Miller School to be set up and ready for you. If you **have not** completed the forms before orientation on August 20th, you will need to stop by Technology Station in the main foyer between 9:00 and noon or go to the Technology Center Office (on the 2nd floor next to the library) after 1:00 p.m. to take care of this matter. Please bring your laptop with you. You will not be able to use Miller email or the internet until this has been done. (Forms are done each year so returning students do need to complete this process.)

Regarding Student Schedules and Ordering Textbooks

Please note: Your child's class schedule will be sent electronically by the first of August. If there are any questions or problems regarding your child's class schedule, please contact the Registrar, Ellen Ewell, at registrar@millerschool.org prior to student orientation on August 21st.

Textbook information can be found on our website along with a link to purchase books via MBS Direct. **Note: New international students may want to wait until after they take a math assessment on August 20th to order their math textbooks.** Should you have questions concerning ordering or if you prefer to place your order by telephone, please call 1-800-325-3252. While textbooks may be purchased from any source, it is necessary to verify that the textbook title and edition are the same as those listed on the website. If ordering from another place, the ISBN number found on this website is the most useful way to ensure you are purchasing the correct edition. Boarding students can have textbooks sent directly to Miller so that students have their books for the first day of class on August 23, 2017. Miller's address is: 1000 Samuel Miller Loop, Charlottesville, VA 22903. Please make sure the student's name is included on the label when shipping books directly to the school. (Note: If you do not have a name on the books when delivered to the school, it is time consuming and difficult for us to track down who ordered the books and will delay a student receiving their textbooks.)

Dorm Room Items

We will have some shopping time during orientation for students to purchase items for their dorm rooms and set them up. Below is a list of items you will need as well as items you should not have in your dorm room.

- Clothing in conformance with MSA Dress Code plus any clothing wanted for exercise, free time and special occasions.*
- Bathing suit* (**trunks for boys, 1 piece suit for girls or appropriate two piece suite**)
- Bathrobe (This is required)
- Alarm Clock***
- Desk Lamp & spare bulbs***
- Fan***
- Flashlight with extra batteries***
- Padlock or combination lock (required)***
- 1 electrical outlet surge protector***
- 2 sets of twin sheets and pillowcases (standard size)
- Blanket or quilt
- Pillow
- 4 bath towels and face cloths
- Shower shoes or flip flops
- Toiletries***
- Water bottle
- Prescription medication-to be turned over to the nursing staff on arrival

*Student Handbook gives specific information on appropriate clothing items

***Students can buy these locally on weekend trips to local stores that are scheduled each weekend during the school year.

Additional Items Allowed, But Not Required

- Detergent/fabric softener (if you wish to do your own laundry). Also available at local stores
- Dorm-size refrigerator
- Plate/bowl/silverware/mug for snacks
- Hairdryers and other hair appliances
- Auto safety shut off humidifiers
- Small stereo systems are allowed
- Full length mirror that has hooks to hang it over a door; no free standing mirrors please!
- Posters/pictures for decoration walls*
- Sealable plastic containers for food stuff
- Small area rug (approximately 2'x3')
- Shower Caddy (no metal caddies please)
- Cell phone and recharging cord (if students wish to have phones on campus within the School's guidelines)

PLEASE NOTE: Bring poster tape. (nails, screws, etc. cannot be used on walls)

All electrical devices should have US plugs and conform to US electrical safety codes.

Items that are NOT allowed. Please DO Not BRING them:

- Candles, even for decoration
- Electrical appliances: Coffee pots, Rice Cooker, Popcorn poppers, Hot plates, Microwaves, Televisions, Personal DVD Player or Clothes Iron*
- Firearms of any kind
- Knives of any kind even Swiss Army Knives
- Over-the-counter medications, such as Tylenol, Aspirin, etc. (Dorm staff and nurses dispense as needed)
- Pets (including fish aquariums & hermit crabs)

***These Items are provided for you in the dorm in specified areas.**

Summer Reading

Please check the Miller website (www.millerschool.org) for your summer reading assignments.

Miller Website

Use the Miller website all summer to stay current on things you need to do. It is a good resource. The updated Miller School handbook will be posted online in a few weeks so that you can review rules, procedures, etc. We have made few changes in the dress code so an updated dress code is listed below:

STUDENT APPEARANCE

Personal Grooming for Students

Good health dictates that students maintain a daily hygienic schedule for showering and appropriate toiletry, including deodorant, dental care and change of clothing. Robes and footgear will be worn from rooms to the shower and back again in all residential areas of Old Main and Wayland Hall.

MILLER SCHOOL OF ALBEMARLE DRESS CODE FOR 2017-2018

Miller School of Albemarle adheres to a dress code for its students, not to control attire but, rather, to instill in the students a sense of **neatness, cleanliness, appropriateness, and pride in representing yourselves and the School**. For individuals or for the student body as a whole, rules regarding dress are subject to immediate adoption or modification by the Headmaster or by the Director of Student Life or her designee, in her sole discretion and without advance notice.

During the academic day breakfast to 3:20 p.m.

Academic Day Dress code

Girls:

- Shirts cannot be midriff or too small
- Polo shirts of any color
- Oxford button down shirts any color must be button up with the exception of top button
- Pants of any color, no denim (not too baggy or tight fitting) Sweat pants or track pants are not dress code pants.
- Skirts of any color, but must be no more than 3 inches above the knee
- Dresses – may be worn but must be no shorter than 3 inches above the knee. The dress should not be low cut or revealing in the front, back or side
- Shorts – If any color but no shorter than 3 inches above the knee
- No Jeans or denim-like pants are to be worn during the academic day. Appropriate jeans are only allowed after academic day and on Friday for seniors only as a senior privilege. Please note jeans cannot have tears, holes, studs or fraying
- Pants must sit on your upper hip or waist. No low riding of pants
- Sweaters and sweatshirts can be worn during the academic day. Note: Collared shirts must be worn underneath.
- Jackets with a collar are not considered a collar shirt

Bathing Suits:

- We prefer one piece bathing suits. But appropriate 2 piece bathing suits are acceptable. They cannot be a thong or high cut on the sides. Girls should not loan bathing suits for two reasons. (1) It is not a good practice for healthy hygiene. (2) What is appropriate on one body type may not be appropriate on someone else.

Shoes:

- Tennis shoes, boots (except combat) sandals and flip flops can be worn during the school day. No shoes should not have higher than a 2 inch heel due to safety and health

Boys:

- Polo shirts any color
- Oxford button down shirts any color must be button up with the exception of top button
- Pants of any color (not too baggy or tight fitting)
- Shorts of any color
- No Jeans or denim-like pants are to be worn during the academic day. Appropriate jeans are only allowed after academic day and on Friday for seniors only as a senior privilege. Please note jeans cannot have tears, holes, studs or fraying
- Pants must sit on your upper hip or waist. No low riding of pants
- Sweaters and sweatshirts can be worn during the academic day. Note: Collared shirts must be worn underneath.
- Jackets with a collar are not considered a collar shirt

Bathing Suits: Must be swimming shorts/trunks

Shoes: Tennis shoes, boots (except combat) sandals and flip flops can be worn during the school day

Girls and Boys

Hats - No hats, caps, bandanas, "doo" rags, wave caps, scarves, hoods etc. are to be worn in academic buildings

Fancy Dress Attire

From time to time throughout the school year, special events will occur on and off campus. On such occasions (which will be announced in advance) students will be expected to "dress up" to a standard higher than the class day attire. The following is acceptable for special events:

Girls:

- A "dressy" dress that is not strapless, halter top or spaghetti straps. Girls need to have a slip if the dress is not lined and is see-through. The dress should not be low cut or revealing in the front, back or side
- Skirts no more than 3 inches above the knee and a nice blouse (not sheer or see-through) are acceptable. a slip and other appropriate undergarments should be worn.
- Dress slacks are acceptable

Boys:

- Dress pants of any color (no denim) with a leather belt that fits
- Dress shoes
- Dress socks (do not wear white athletic socks with dress shoes)
- Collared dress shirt (long or short sleeves) fully tucked in
- Tie (good taste and appropriate length)
- Students may elect to wear a sports coat

"MSA Days"

Properly fitting jeans or cargo pants pockets are allowed along with Miller School of Albemarle T-shirts, collared shirts and crewneck sweatshirts when "Miller Days" or "dress down" days are announced. (These will be announced in advance).

Acceptable Clothing during Non-Academic Times - Weekdays from 3:20 p.m. until 10:00 p.m. and on weekends. Clothing with inappropriate advertising, inappropriate images, vulgarity, slurs or obscenities are not allowed at any time.

Girls:

- Jeans are acceptable (no tears, holes, studs, fraying, etc.)
(Note: These rules also apply for jeans worn by seniors during the academic day on Fridays)
- Skorts must be no more than 3 inches above the knee
- Skirts must be no more than 3 inches above the knee
- No white sleeveless under t-shirts should be worn without an over shirt
- No halter tops, spaghetti straps, or revealing shirts
- No shirts showing midriffs are allowed
- Pajama pants/nightgowns are only to be worn in the dorm. They are never allowed in the dining hall or Bistro – even on snow days!

Boys:

- Jeans are acceptable (no tears, holes, studs, fraying, etc.)
(Note: These rules also apply for jeans worn by seniors during the academic day on Fridays)
- Shirts must be worn at all times except at the pool and during organized games of "shirts and skins" on the fields or in the gym. Boys should not be walking around campus or be in campus buildings without a shirt
- No white sleeveless under t-shirts should be worn without an over shirt
- No shirts showing midriffs are allowed
- Pajama pants are only to be worn in the dorm. They are never allowed in the dining hall or Bistro – even on snow days

Acceptable Dining Hall Attire during dinner and on weekends

Girls and Boys:

- No sleeveless shirts are allowed in the dining hall (except for students who are in a school athletic uniform, for away games or eating dinner right after a home sporting event)
- No pajama pants/nightgowns at any time!

Hair

Boys and Girls:

- No bizarre haircuts and the color of the hair must be natural
- Hair should be clean, combed, and out of the eyes each day

- No student may cut or color another student's hair without permission from the Dorm Director
- A student who chooses to defy the School's standards by styling his or her hair in an extreme or bizarre fashion will not be allowed to travel off campus to represent the School on academic, social or athletic trips, nor will he or she be allowed to attend home athletic contests or social events by the School, until such time as the hair once again meets the School's guidelines.

Boys

- Boys must be clean shaven each day. Beards and mustaches are not permitted
- Sideburns are not to extend below the earlobe
- Hair cannot touch the collar

Body Piercings

Girls and Boys:

- The following are not permitted: Ear gauges, plugs, tapers and barbells.
- No other piercings are allowed. Covering additional piercings on the ear or face area with tape or band-aids is not acceptable. Nose, tongue or cheek piercings are NOT allowed.
- Under no circumstances are students to self-pierce or pierce another student's ears or other body parts.
- No jewelry or body piercings are allowed to be worn during an athletic event.

Tattoos

Girls and Boys:

- Miller School of Albemarle discourages tattoos/body art/brands. **If you do not have any tattoos, don't plan on getting any if you are enrolling at MSA.**
- No tattoos/body art/brands are allowed on the head, face, neck or scalp. Tattoos elsewhere on the body, should not be excessive, obscene, and sexually explicit or advocate or symbolize sex, gender, racial, religious ethic or national origin discrimination. In addition, they cannot advocate or symbolize gang signs, extremist groups or drug and alcohol use. Such tattoos would have to remain covered at all times.

Dress for Athletic, Community Service and Activities off Campus

For those who are practicing for, competing in or traveling to an athletic event, proper attire during such periods will be at the discretion of the coach or faculty member supervising each particular team or gathering of students. The options are "fancy dress attire", "appropriate dress code" or approved pants with team jersey.

For those who are engaging in Wednesday afternoon service activities, proper attire includes appropriate dress code or appropriate clothing during non-academic times. Your service group leader will inform you as to which category of clothing to wear. For school-assisted or school-sponsored weekend recreational trips off campus, at the bare minimum, appropriate clothing during the non-academic times will apply. Duty Team Chiefs have final say regarding appropriate dress for off campus outings. For mixers off-campus, attire will also be at the

discretion of the Duty Team Chief with input from the Director of Student Life. Regardless of any decision of the Duty Team Chief, students must remember that on any Miller School of Albemarle outing- from field trips to mall trips to mixers at other schools – they are ambassadors of MSA and should look and act appropriately.