

# MAKING YOUR WAY TO LANDMARK COLLEGE

The Landmark College logo, featuring a shield with a stylized sun rising over a path.

Summer College Readiness Program

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# Congratulations!

We are so pleased to welcome you to the Landmark Summer College Readiness Program! Like it has for so many students who have attended the program before you, we are confident that your participation will provide you with a transformational experience. Not only will you prepare for that crucial first semester of college, but you will make good friends that will last long after the program is over.

This guide will give you an overview of the program and how to best prepare for your two weeks on campus. Our goal when you arrive on campus this July is to have you say, “I’m ready”!

## Enrollment Forms & Program Updates

First thing is to complete the forms required for program registration. The more forms you complete and return ahead of time, the less time you will spend in line on your arrival to campus.

All of the forms you will need to complete can be found on our [Orientation page for the Summer College Readiness Program](#) on the College’s website (*Landmark.edu > Student Life > New Students > Summer College Readiness*)

## New Student Orientation

### For Students

Orientation is your introduction to becoming a student and community member at Landmark College. We have planned a program that will:

- Give you a chance to meet and make connections with your fellow classmates.
- Help you acclimate to your new living & learning environment by giving you time to settle into your residence hall and get to know your way around campus.
- Help you prepare for the first week of your academic program by introducing you to the program and some of the services available to you.

### For Families

In addition to the student programs, we will offer orientation programs and workshops for families. These are intended to provide more in-depth information about the program and give you an opportunity to ask any question or raise any specific concerns before they leave campus.

## Registration & Orientation Schedule

Sunday, July 19, 2020

10 am – Noon	<b>Registration:</b> Strauch Family Student Center <i>After completing registration, students will move into their room</i>
Noon – 1 pm	<b>Lunch:</b> Dining Hall <i>Families welcome to join students and staff for lunch</i>
1 – 5 pm 1 – 3 pm	<b>Orientation:</b> <i>Required for students</i> <b>Orientation for parents and Families:</b> <i>Optional</i>
2 – 4 pm	<b>Program Overview and Q &amp; A for Families</b> <b>Parent Workshop</b> <i>Parents are free to leave after this session</i>
5:30 – 6:30 pm	<b>Dinner:</b> Dining Hall
7 – 8 pm	<b>First Hall Meeting</b>

All students are expected to participate in orientation activities to help them to better acclimate not only to the Landmark College environment, but also their upcoming college experience. Students will spend the day together on campus participating in a series of team-building activities. These activities are meant to enhance and complement the traditional classroom and on-campus experiences that they will have throughout the program.

**Classes begin at 9 am on Monday, July 20<sup>th</sup>**

## The Academic Program

### Session Overview

Students in the Summer College Readiness Program will all enroll in a college lecture course, a College Writing Course, a Reading and Study Skills seminar, as well as a series of workshops, all of which are intended to introduce students to college-level expectations and situations they might encounter during their first semester on a college campus.

Together, these courses, seminars and workshops are designed to help students:

- Discover strategies for working with the different types of teaching styles and formats they will experience in college
- Become familiar with the requirements for academic writing, including structure and organization, diction, and mechanics
- Practice process strategies for approaching academic writing tasks
- Review and practice the study skills essential for success in introductory college courses, including notetaking, active reading, test-preparation, and time-management
- Explore the nature of learning disabilities in general, including the neurological basis of learning disabilities and ADHD, and the public laws that cover learning disabilities at the postsecondary level
- Discover personal learning strengths and difficulties as the basis for strategy development, self-advocacy, and the use of college resources
- Create a plan of action to support the transition to college

## Required Courses and Workshops

### CORE COURSE: COLLEGE LECTURE

### LEARNING SKILLS SEMINAR

### WRITING SEMINAR

**CO-CURRICULAR WORKSHOPS** - Students participate in a series of additional workshops designed to encourage development of self-understanding and self-advocacy. Workshop sessions introduce students to assistive technology, use of the library to research and write a paper, the neurological basis of learning differences, and laws related to learning disabilities, ADHD, and ASD in college settings. Students also learn strategies to help them successfully adjust to college in and outside the classroom.

## Library Services & Information Technology (IT)

### Library

The Library is a center of academic support for research skills and assignments. Research assistance is available by appointment or on a drop-in basis. Library staff members are also available to help students use the Library's public computers for academic work and trying out assistive technology software. The Library offers welcoming spaces for work and relaxation, with individual and group study rooms and comfortable seating. You will have access to a large selection of current magazines and journals, computers, DVDs and DVD players, as well as the extensive Learning Disabilities, ADHD & ASD Research Collection.

### Information Technology Services (ITS)

Landmark College supports a wireless network that covers the entire campus (even our quad!) Students who bring their computers, tablets, and other devices to campus will be granted access to the College's wired and wireless network. Desktop computers are available for coursework in the Landmark College Library - on the main floor and in the basement. These computers offer internet access, scanners, and software including Microsoft Office®, Xmind®, Kurzweil®, Dragon Naturally Speaking®, and Adobe Suite®. Students will have access to printers in the Library from these systems.

### Tech Support

If you are having trouble accessing the internet with your device, please contact the Tech Support Center located on the second floor of the Library.

## Living on Campus

Your residence hall is more than just a place to sleep and do your homework. It is where the friendships start and your Landmark experience begins.

## Residence Hall Staff

The residence hall is staffed with a team ready to help you. The Resident Director (RD) and Resident Assistants (RAs) are excellent resources as you navigate through your time on campus. The residence hall team is responsible for maintaining a safe and secure living environment for students and are part of the daily support and supervision.

**Resident Director (RD):** are a professional staff member who is responsible for life in your residence hall. The RD, who directly supervises the RAs, is available to students to address a wide range of needs and are a good resource to use when you need to discuss important issues or concerns.

**Resident Assistants (RA):** are paraprofessionals who live on campus and work in the halls. They provide direct support and supervision to you outside of the classroom and are great resources for questions about policies and procedures, and life on campus.

## The Residence Halls

You will be housed in double-occupancy rooms that are single sex by wing with separate community restrooms and showers. The residence hall has its own social lounge and residential staff office, where the RDs and RAs perform duty coverage each night.

## Non-Smoking Living Environments

Smoking is only permitted only in a designated smoking area marked by an official sign. See the [Student Handbook](#) for more details regarding our smoking policy.

## Roommate Assignments

[Online Housing Preference Form](#) will be available for at the beginning of April (you will receive a separate e-mail about this in April or after you deposit (whichever comes later). The information you provide helps us identify a roommate that most closely matches your lifestyle and living habits. Please be as honest and specific as possible when completing this form, as it will improve the likelihood of finding a compatible roommate. Questions about housing assignments can be directed to: [housing@landmark.edu](mailto:housing@landmark.edu)

## Laundry Facilities

Washers and dryers are located on the lower levels of Aiken Hall. Washers are \$1.75 per load and the dryers are \$1.50 per load (prices subject to change). The machines accept coins or debit cards through the ChangePoint system in each laundry room. They do not accept Campus Debit Cards.

## Damage Deposit

Students are required to submit a \$50 damage deposit prior to moving into the residence hall. This deposit will be returned pending a satisfactory check-out of the room at the end of the program.

## Emergency College Alerts (ReGroup)

Students will be automatically registered for ReGroup alerts (text, email & voicemail alerts). In the unlikely event of an emergency, such as an impending weather event or a power outage, the College will use ReGroup to send out important updates or instructions to the number you provided. For questions about ReGroup, please contact Student Affairs at [campuslife@landmark.edu](mailto:campuslife@landmark.edu)

## Your Room & What You Should Bring

Each student is provided with these basics:

- A bed & mattress (twin long, 80-inches)
- Chest of drawers
- Wardrobe or closet
- Desk, and desk chair
- Overhead light
- Each room has windows with blinds

You will need to provide your own:

- Alarm clock
- Pillows, sheets, blanket and/or comforter
- Towels & toiletries (shampoo, soap, razors, deodorant, etc.)
- Fan (highly recommended)
- Wastebasket
- Clothes hangers

You may wish to bring:

- Desk/Study lamp
- Extension cords (with a **surge-protector** built-in)
- Laptop computer (The College is not able to provide technical support on personally- owned computers)
- A USB flash drive (this will aid in the use of public computers and printing)
- Shower shoes
- Shower tote
- Flashlight or battery-powered lantern
- Portable battery to charge electronic devices

Things you can't have in the residence halls:

- No open flames or heating coils. This includes candles, incense, toaster ovens, lanterns and space heaters
- Alcohol, alcohol containers, illicit drugs, or drug-use paraphernalia
- Explosives, firearms, firecrackers, weapons
- No decorations that hang from the ceiling of your residence hall room
- No pets

- No wooden constructions or over-stuffed furniture without pre-approval

The College reserves the right to have a student remove an item that is deemed a fire or safety concern. If you are unsure about an item, email [campuslife@landmark.edu](mailto:campuslife@landmark.edu) BEFORE you pack it.

Finally, remember you will be residing at LC for only two weeks, so pack wisely. All of your belongings must be able to fit on your side of the room. The college cannot be held liable for any lost or stolen items. If you are bringing valuables on campus, make sure they are covered under your parents' homeowner's policy, or you may want to purchase renter's insurance.

## Program End

Classes are held through Friday, July 31<sup>st</sup> and there will be a closing activity on that afternoon. We strongly encourage students to stay throughout the day on Friday. All students are expected to check out of the residence halls and depart campus on Saturday, August 1<sup>st</sup> by noon.

## Fitness & Recreation

Our Click Family Sports Center houses our gymnasium and basketball court with additional lines for tennis, badminton and volleyball, along with a climbing wall, and also features a fitness room with free weights, stationary bikes, a treadmill, elliptical, cable machine, and other fitness equipment. Program participants may also access our cardio room in Frost Hall that has treadmills, bikes, ellipticals, a rowing machine, and some light weights. Regular hours will be determined and posted shortly before the program begins.

College program participants may also access a number of outdoor recreational spaces on campus, including our sand volleyball court near Frost and Aiken Halls, multi-use campus trails and disc golf course as a part of scheduled programs, our multi-purpose grass quad which is ideal for pick up sports, and Charles Drake Field, a regulation sized turf field lined for soccer and lacrosse.

If you have questions, please contact the Director of Athletics, Fitness, and Recreation.

## Activities

The classes you will be taking are only the start of your learning experience. We believe your entire environment should be focused on challenge, learning, scholarship, and fellowship in one way or another. You will have opportunities to exercise your mind, body, and spirit through many of the programs and activities sponsored by the College. Every day, there will be something active, interesting, and exciting to choose from.

You may want to use our off-campus shuttle service to take in a movie or some shopping during the week or participate in some of our larger trips on the weekend. There will also be time that you just want to spend with your classmates and new friends. We encourage you can take advantage of our offerings of on-campus social programs and off-campus excursions.

**Residential Activities:** On weeknights the residential staff will be hosting transitional activities. Activities will range from extracurricular activities, daily organization, living with a roommate,

laundry 101, and social activities. On the weekends there will be additional fun activities planned for students.

## Dining Facilities

Students will have their meals in the Dining Hall, located on the ground floor of Alumni Hall. A café in the Strauch Family Student Center provides pay-as-you go service in the evenings when the dining hall is closed. If you have questions about dining services, or if you have specific dietary concerns, please contact Dining Services.

## Counseling Services

Students may access a Mental Health Professional if needed. If you would like to meet with a counselor and it is not an emergency, you may stop by the Health Center.

Located on the 2<sup>nd</sup> floor of the Strauch Family Student Center Monday – Friday between 9 am and 3 pm, or you may call extension 1636 during regular business hours.

**In the event of a mental health emergency, and after hours please contact your Resident Dean, the Resident Dean on Duty, or Campus Security. They can assist you in accessing the appropriate resources on or off campus.**

In life threatening emergencies, call 911 from any campus phone.

## Confidentiality

The Counseling Center is a safe place for students. Students, 18 years of age and older, who visit the Counseling Center have the right to confidentiality. What is discussed with a counselor will stay within the Counseling Center, unless:

- you give us written permission to do otherwise
- you are a danger to self or others
- we are specifically required by law (as in cases involving child abuse or if we are ordered by the court)

## Health Services

Students may access Health Services if needed. The Health Center is located on the 2<sup>nd</sup> floor of the Strauch Family Student Center and is staffed by the Director of Health Services (a Family Nurse Practitioner) and an LPN. The Health Center is open Monday through Friday according to posted hours. After hours, evening and weekend coverage is provided by on-call physicians at Brattleboro Primary Care. If medical services are required after hours, students should contact their Resident Dean or the Resident Dean on Duty for assistance in contacting the on-call physicians.

Health Services provides a wide array of services to students. Some of these services include, diagnosing and treating acute illnesses and injuries, managing chronic medical conditions, prescribing medications and other treatments, providing health counseling and referring to community agencies and resources.

Health Services provides confidentially to all students. Medical records are kept separate from academic records and can only be shared if **you give us written permission to do otherwise or you are a danger to self or others.**

### **Remember to plan ahead if you are taking medication regularly**

Students will be responsible for self-administrating and the safe keeping of their medications. Bring only enough medication to last for 2 weeks. Keep it in the original bottles that identify the prescribing physician, the name of the medication, the dosage and the frequency of administration.

## Cars on Campus

Landmark College recognizes that many students need access to a car (or motorcycle) for personal use and offers parking privileges to all students. The College is also responsible for the safety of students, faculty, staff and visitors. Please see the [Student Handbook](#) for rules and regulations.

All vehicles on Landmark College property must be registered with the Department of Safety & Security (Davis Hall) within 24 hours of the vehicles' arrival on campus. Completed forms, accompanied by copies of the valid state registration, valid insurance, and valid operator license, must be submitted to the Security Office. After submitting completed forms, you will receive a parking permit to affix to your car windshield.

## Postal Services

**Letter Mail:** Mail will be available for pick-up in the Student Affairs Office Monday-Friday from 8:30 a.m.-5:00 p.m.

**Shipping Packages & Trunks:** All packages and other deliveries are held in the business office in the administration building. Expedited packages would include deliveries by UPS, FedEx, etc. Your resident director will receive an e-mail notice when a package arrives.

**It is strongly discouraged to send cash in the mail (checks can be cashed in the Bookstore).**

Your address format for all letters, packages, and expedited mail is:

Student's Name  
Summer College Readiness Program  
Landmark College  
19 River Road South Putney, VT 05346

## College Bookstore

The Bookstore carries a variety of items, ranging from shampoo and soap to pens and three-ring binders. It also carries a variety of Landmark College warm-ups, caps, and T-shirts.

To purchase items you may use checks, cash, or credit card (VISA, MASTERCARD, or DISCOVER).

## Campus Card

Students are encouraged to open a LC Campus Card Account. This account (accessible through your ID card) allows you to make purchases at the College Bookstore, Fireside Café, beverage and snack vending machines, dining hall, and participating off-campus locations. The Campus Card Account is a convenient way for you to ensure access to spending money during the program. Funds can be added to the account at any time.

The College does not give cash advances from the Campus Card Account, and the campus card does not work in ATMs. If you need cash, you have the following options:

ATMs: are available in the Dining Hall (Alumni Hall) entryway and on the first floor of the Strauch Family Student Center. The machines accept almost any credit or debit card. The transaction fee is \$2.00 plus any fee your home bank may charge. The ATM is sponsored by Prosperity Bank and accepts the following cash networks: MasterCard, Cirrus, Visa, Plus, American Express, Discover, Star, Pulse, NYCE, CUZ4, AFFN, Accel, Quest, and Shazar.

## Checks

You are permitted to cash a check, travelers check, or money order in the College Bookstore. Checks must be from a parent, grandparent, or guardian or issued by Landmark College. Students can cash one check per week, and no check can exceed \$200.00. You must show positive identification and are not permitted to cash checks for other students. A \$50.00 service fee will be charged to any student for any check that is returned by the bank for any reason.

# Travel & Accommodations

## Travel by Car

**From NYC and points South:** Follow I-95 East to New Haven, Connecticut. In New Haven, take the I-91 North to New England. Travel north through Massachusetts and into Vermont. The driving time from New York City is approximately 3 to 4 hours.

**From Boston and points East:** Take the Mass Pike or Route 2 to Greenfield, and then I-91 North. Travel North through Massachusetts and into Vermont. The driving time from Boston is 2 1/2 hours.

**From Albany and points West:** Take Route 7 to Vermont. Outside Bennington, Vermont, pick up Route 9, to I-91 in Brattleboro. The driving time from Albany is 2 hours.

**Once in Vermont:** From I-91 Take Exit 4 (Putney) and proceed North on Route 5, for approximately two miles. Go past the center of town and turn right at the Landmark College sign (River Road).

**Using your phone or mobile device for directions:** Landmark College, Nineteen River Road South, Putney, VT 05346.

## Travel by Air

The most convenient airport is Bradley International Airport in Hartford, Connecticut, about an hour and a half away by car.

Thomas Transportation Inc. provides shuttle service to and from the airport. Call Thomas Transportation at 800-526-8143 for information about rates and schedules. They also have a website at <http://www.thomastransportation.com>

## Travel by Train

Take the Amtrak Vermonter train to Brattleboro from points south, beginning in Washington DC or from points north, beginning in St. Alban, VT. The northbound train arrives and departs Brattleboro at 5:10 p.m. daily. The southbound train arrives and departs Brattleboro at 12:34 p.m. daily. For transportation from the train station, please contact Brattleboro Taxi at 802-254-6446.

## Local Accommodations:

### Bed & Breakfasts Inns

#### [The Chesterfield Inn](#)

Route 9  
West Chesterfield, NH  
603-256-3211

#### [Hickory Ridge House](#)

Off Westminster West Road  
Putney, VT  
802-387-5709

#### [Forty Putney Road, Bed & Breakfast](#)

192 Putney Road  
Brattleboro, VT  
800-941-2413

#### [Ranney – Crawford House](#)

1097 Westminster West  
Road  
Putney, VT  
800-731-5502

#### [Bellows Walpole Inn](#)

297 Main Street  
Walpole, NH  
603-756-3320

### Hotels & Motels

#### [Colonial Motel and Spa](#)

Putney Road (Route 5)  
Brattleboro, VT  
802-257-7733

#### [Best Western Sovereign Hotel](#)

401 Winchester St  
Keene, NH  
603-357-3038

#### [Hampton Inn](#)

1378 Putney Road  
Brattleboro, VT  
802-254-5700

#### [Holiday Inn Express](#)

100 Chickering Road  
Brattleboro, VT  
802-257-2400

#### [Latchis Hotel](#)

50 Main Street  
Brattleboro, VT  
802-254-6300

#### [Motel 6](#)

Route 5  
Brattleboro, VT  
802-254-6007

#### [Riverside Hotel](#)

20 Riverside Drive  
Chesterfield, NH  
603-256-4200

#### [Super 8](#)

1043 Putney Road  
Brattleboro, VT  
802-254-8889

# Program Contact Information:

## Questions about:

### **New Student Orientation, Residential Life, Housing Applications, Student Mail, Transportation**

Student Affairs, 803-387-6714, [campuslife@landmark.edu](mailto:campuslife@landmark.edu)

### **Health Services, Health Forms**

Health Services, 802-387-1636

### **Counseling Services**

Health Services, 802-387-1636

### **Recreational and Fitness Services**

Director of Recreation and Outdoor Education, 802-387-6790

### **Program Payments, Campus Card Account**

Payments and Accounts: Manager of StudentAccounts,  
802-387-6845, [studentaccounts@landmark.edu](mailto:studentaccounts@landmark.edu)

Campus Card: Student Accounts Associate, 802-387-6801,  
[studentaccounts@landmark.edu](mailto:studentaccounts@landmark.edu)

### **College Bookstore (room supplies, books, check-cashing service)**

Bookstore, 802-387-6862, [bookstore@landmark.edu](mailto:bookstore@landmark.edu)

### **Information Technology**

IT Help Desk, 802-387-6800, [techsupport@landmark.edu](mailto:techsupport@landmark.edu)

### **Dietary Concerns or special dietary needs**

Dining Services, 802-387-6380

## **On-Campus Emergency Contact:**

Campus Security, 802-387-6899 (24 hours)