



West Virginia Wesleyan College  
Governor's School for the Arts 2025  
**Handbook**



## Welcome!

Hello young artist! We are excited to welcome you to the West Virginia Governor's School for the Arts 2025, hosted by West Virginia Wesleyan College. This is an amazing opportunity for you to grow, learn, explore, experiment, and connect with other young creatives and mentors.

This handbook covers all the policies, procedures, and expectations you need to know before participating in GSA. Please make sure you read it thoroughly and understand the content before submitting your confirmation via the [Student In-Take Form](#). If you have a question not covered in this handbook, please contact Dr. Lexi de Coning, Assistant Dean of the GSA, at [deconing.a@wwwc.edu](mailto:deconing.a@wwwc.edu).

The theme for GSA 2025 is "Arts in Community." When we create art, we interact with and serve our communities. West Virginia has a rich cultural history, with diverse communities expressing themselves through music, dance, theater, writing, and visual arts. We draw on this cultural heritage to foster community through art at GSA, empowering you to find community with other artists both in and outside of your chosen artistic discipline.

Professor Thomas Schoffler is the Dean of the GSA. Prof. Schoffler teaches acting, movement, musical theater, and drama in the Theater & Dance Department. A professional actor and director, he has worked in New York City as well as regional theaters across the country.

He and Dr. de Coning look forward to welcoming you to our community soon!



## **Securing Your Place**

To ensure your spot at GSA, please complete [the Student In-Take Form](#), print and sign the Consent Form and Wellness Center Waiver at the end of this document, and upload these along with a scan of both sides of your medical insurance card (and any other relevant documentation) to the Student In-Take Form no later than **June 2 2025**.

Please note that both the student and a parent/guardian need to be present to complete these forms for informational and signature purposes. The form collects responses and documents via a Google Form, so you may need to log into a Google account to submit. Please email Dr. Lexi de Coning at [deconing.a@wvwc.edu](mailto:deconing.a@wvwc.edu) if you have any trouble accessing the form or submitting your documents.

## **Mentor Appreciation Day**

On the Student In-Take Form, you'll be asked to provide the name and contact information of someone who has mentored you as a young artist – usually a teacher, practitioner, or local community artist who has supported and encouraged your artistic pursuits. Please note that you cannot select a family member or friend as your mentor. Let your mentor know you've selected them, and ask them for their preferred email address or contact details where they can be reached in the summer months.

## **Expectations for Young Artists**

We plan to provide a productive and engaging learning environment for all students attending GSA. But you also need to meet us halfway by living up to the community standards for appropriate behavior, participation, and community-building.

### **Participation**

This is a highly collaborative, hands-on program. You'll be working with your faculty and peers for both major discipline classes and interdisciplinary classes; we will also provide time for relaxation, entertainment, and activities with your peers. Aside from scheduled down-time, you are expected to attend and actively participate in all scheduled classes and activities.

### **Physical Activity**

We aim to make the GSA as accessible and enjoyable as possible for all students. However, please be aware that there is some physical activity required of all students – for instance, traveling across campus from one class to another, or participating in interdisciplinary activities or workshops that ask you to move your body. If you are

unable to participate in moderate levels of physical activity, please contact us as soon as possible to ensure we are able to accommodate your needs.

Some classes may require clothing that allows you to freely move in a safe manner. Each GSA instructor will review their requirements during the first week of classes. A list of packing items is included below (see [What to Bring](#)) to help you prepare.

## **Residency**

The GSA is an intensive residency learning experience. Students are expected to stay on the WVWC campus for the full duration of the program. You will be housed in Dunn Hall and expected to maintain appropriate behavior on campus (see [Housing](#) for more on dormitory life). Parents, family, and friends are not permitted to visit you on campus or during off-campus GSA activities. This standard applies to local students from Buckhannon as well as students from other parts of West Virginia.

Exceptions to this policy can be granted only in the event of an emergency. You will need to request permission from the Dean, stating the nature of the emergency, and inform your Residence Assistant (RA) when you'll be leaving and returning before you leave campus. There is a 24-hour limit on emergency leave.

As a minor, your safety and wellbeing are paramount. For this reason, you may never be on or off campus without accompaniment by GSA staff, except while in your assigned room.

## **Visitors**

Students are not to entertain visitors who are not part of the GSA, nor are they permitted to visit other groups or dormitories while on campus.

You are assigned to your room, and you cannot be in any other room without permission from a Residence Assistant (RA). Additionally, socializing should be done in the dorm lounge or common areas. Students who do not follow these guidelines will be subject to disciplinary action.

Non-participants (legislators, the media, etc.) who wish to observe the instructional programs or special events must register in advance with the Dean. All approved and registered guests must wear a GSA visitor identification tag for the duration of the visit. Tags are to be returned to the GSA office at the end of all scheduled visits.

Again, parents and guardians are not permitted to drop by unannounced to visit. Please do not attempt to access the dorm or academic spaces for any reason without



prior communication with the Assistant Dean. This is a safety issue we take very seriously. Exceptions will only be made in case of emergencies and must be cleared in advance.

## **Vehicles**

Students are not permitted to ride in any motor vehicle except those provided by the GSA staff. Students are not allowed to have their own car at the GSA. Visitors' vehicles are to be parked only in the designated areas, even on opening day (see Travel, Arrival, and Departure below).

## **Electronic Devices**

While our devices can sometimes be tools for creating and sharing our art, they are often distractions that prevent us from being fully present or engaged in what we're doing.

For this reason, electronic devices (including but not limited to cell phones, tablets, iPods, MP3 players, smartwatches, etc.) are not permitted for use during major discipline or interdisciplinary classes, and should not be visible during morning meetings, on- or off-campus performances, or during other times and activities as indicated. During instructional time, each instructor has the right to determine their electronic device policy.

The ability to use devices during free time, lunch, and other approved times will be treated as a privilege which may be revoked for individuals or the group at any time as deemed necessary. Abuse of the policy could ultimately result in the confiscation of the device(s) in question.

## **Communicating Medical Needs**

Students and parents are responsible for providing up-to-date, valid medical information. The Student In-Take Form mentioned above will ask for some of this information, and you'll need to submit relevant medical documents where necessary. Information will be stored securely and shared with GSA staff on a need-to-know basis.

Please ensure that students bring all necessary prescription medications, allergy medications, EpiPens, etc. with them. Students who need to refrigerate insulin may bring a mini-fridge for their dorm room (less than 3.2 cubic feet) or should contact us as soon as possible to make arrangements for refrigeration in Dunn Hall.

We will have a registered nurse on campus who will administer all medications (see more on this below).

## Working with Others

Being part of an artistic community and fostering community through the arts means working with other people. No matter your preferred medium or means of expression, art requires us to connect with our audiences and engage with people from different walks of life. We want all GSA staff and students to be their full selves during their time on campus; we can create this environment together by not defining others or making hasty judgments about each other.

We all bring different personalities, experiences, ideologies, and values to the classroom. Sometimes we hit it off and sometimes we don't. Regardless of our differences, we expect all students at GSA to practice thoughtful interpersonal communication – i.e. respecting others, thinking before we speak or respond, and practicing empathy by trying to understand where others are coming from. These are skills that will take you far in your career as an artist.

However, if anyone is being disruptive, hostile, or inflammatory, please talk to your faculty, RAs, or a GSA staff member. We are invested in fostering a productive learning environment for everyone.

## Field Trip

Students will travel to attend a cultural field trip outside of Buckhannon during GSA. To ensure the safety and wellbeing of all participants, the location will not be disclosed until closer to the scheduled day. As with all GSA activities, students will be supervised by staff *at all times* and are *not permitted to leave the group* or explore independently.

## Room Entry Policy

GSA reserves the right to enter or search a student's room if there is a concern for the student's health or safety, or reasonable suspicion of rule violations such as substance use or possession. This may include, but is not limited to, situations where a student has not responded to multiple knocks or calls, or where illegal activity is suspected. Room entry will always be conducted by two staff members, and any searches will be documented and reported to the Dean and Assistant Dean.



## **Disciplinary Action**

As a representative of your school, community, and county, you are expected to be an exemplary citizen. Certain behavior is incompatible with the philosophy of the GSA - like being disruptive during class sessions, being disrespectful to your faculty and peers, or defying rules that are meant to keep you safe while you are under our care.

Disciplinary action in response to misbehavior is the responsibility of all staff members. There are three levels of discipline, the use of which is determined by the nature, frequency, or severity of the infraction:

- Verbal reprimand by staff with written notice to the Dean of the GSA;
- Written warning by the Dean (Notice of Disciplinary Probation), copies of which will be sent to the parent or guardian and to the student's school counselor; and
- Dismissal by the Dean.

Final decisions regarding dismissal from the GSA will be made by the Dean in consultation with the appropriate faculty, Residence Director (RD), Residence Assistants (RAs), Assistant Dean, and the GSA Coordinator.

Should a student be dismissed, parents or guardians will be contacted immediately. A parent or guardian must pick up a dismissed student within 12 hours of dismissal. During the time that the dismissed student is waiting to be picked up, they will pack their belongings under staff supervision and be separated from other GSA members. A letter stating the student's name and reason for dismissal will be sent to the parent or guardian, high school principal, and county superintendent of schools.

Reasons for disciplinary action or dismissal include (but are not limited to):

- Destroying or damaging property, which could result in a written warning of probation or dismissal, and will require compensation for any repairs;
- absence from campus without permission, or any unexcused absence from classes;
- disobeying visitation policies;
- use or possession of alcohol, tobacco, or controlled substances at any time;
- unauthorized use of a vehicle or riding in an unauthorized vehicle with another person;

- tampering with fire alarms or security systems;
- harassment or inappropriate behavior;
- failure to follow the resident life staff, faculty, or campus security's direction;
- failure to actively participate in all classes, including major discipline and interdisciplinary classes;
- failure to follow COVID guidelines established by West Virginia Wesleyan College; and
- behavior unbecoming of a member of GSA.

### **Causes for Immediate Dismissal**

Students who leave campus without authorization, engage in activities threatening the safety of themselves or others, or who violate the tobacco, alcohol, and controlled substance abuse rule will be dismissed immediately. There will be no second chances.

Additionally, be advised that West Virginia Wesleyan College and the West Virginia Governor's School for the Arts will cooperate with all local and legal authorities with regard to investigations of illegal activities.



## **Medical & Mental Health Services**

GSA staff will transport students to the nearest medical provider (Community Care Express or St. Joseph's Hospital) in the event of illness, injury, or other medical needs. A registered nurse will be on staff throughout the program to distribute daily medications and attend to minor ailments or health concerns.

All medications – whether prescription or over-the-counter – must be listed on the Student In-Take Form and included in the student's medical documents. A **Medications Check-In Form** is included at the end of this document; please complete it and submit it along with all medications at check-in. Parents or guardians must place all medications in a large zip-lock bag labeled with the student's name, and include the completed form. Medications must remain in original, clearly labeled containers. All medications will be collected at check-in.

Parents or guardians are responsible for all medical expenses incurred during GSA, including emergency transportation.

Students who are under the regular care of a therapist may indicate on their Student In-Take Form that they would like to continue care via telehealth. GSA staff will make every effort to provide a private, scheduled time and location for these virtual sessions.

## **COVID-19 Guidelines**

The coronavirus pandemic has required alterations to many policies and procedures both on- and off-campus. These policies and procedures can be updated at any time. Students should make every effort to do their part to ensure the health and safety of their fellow GSA participants.

While the GSA does not ask students to demonstrate that they have been vaccinated for COVID-19, we *strongly encourage* students to obtain this vaccination before attending GSA to help protect themselves and others, and prevent an outbreak.

Students may be required to take a COVID test at the discretion of the GSA Administration and/or West Virginia Wesleyan College.

GSA will follow the policy set by the West Virginia Wesleyan College Health Center regarding face coverings. Refusal to adhere to this policy will result in disciplinary sanction and removal from the GSA. In the event of a COVID outbreak at GSA, students will likely be required to wear face coverings at all indoor classes, events, and common areas (e.g. the dormitory lounges).

Due to the nature of the in-person sessions, a positive COVID test during GSA will

require students to return to their homes. We will provide short-term quarantine housing while students wait for their parents or guardians to collect them.

## **Housing**

You'll be staying in Dunn Hall on the West Virginia Wesleyan campus. Just like a college student, you'll be sharing a dorm room with a fellow student and a bathroom with three other students. Dunn Hall is air conditioned, and includes both a TV Lounge and Study Lounge where students may relax and socialize.

Dunn Hall will be staffed by your Residence Director Sikara Sokel, Assistant Residence Director Tina Green, and their Residence Assistants (RAs) every day. Students may contact their RAs at any time if they need assistance.

Standard room furnishings include a twin extra-long size bed, desk and desk chair, dresser, and closet space for each occupant. Window shades are included; draperies and tension rods are not.

No telephones are provided in dorm rooms. Students may bring cell phones and are expected to follow the electronics guidelines previously noted.

Trash cans are located on each hallway; students may opt to bring a small trash can for their room or shared bathroom spaces. Trash should be bagged before it is placed in the residence trash cans. Please do not leave trash in hallways, lounges, study areas, lobbies, or other areas on campus.

We will provide cleaning supplies and brooms for students to use to keep their rooms and bathrooms clean. Cleaning supplies can be checked out from an on-duty RA, and must be returned promptly.

Washers and dryers are available for students to use for free; students must bring their own detergents and laundry products. Any problems with washers or dryers should be reported to the RAs in Dunn Hall immediately.

Students are not permitted to bring pets or emotional support animals to GSA.



Because of the intense participatory nature of GSA, it's simply not fair to our pets to be left in a dorm room for large parts of the day! Students may bring a registered service animal to campus, but should contact Dr. Lexi de Coning at [deconing.a@wwwc.edu](mailto:deconing.a@wwwc.edu) ahead of time to confirm details.

### **Check-In Procedure**

- Upon arriving on campus, you will check-in at the front desk of Dunn Hall where you will be assisted by GSA staff and RAs. You will receive your room information and key. Your parent or guardian is to be present at both check-in and check-out.
- When you arrive at GSA, the residence hall rooms and bathrooms will be clean, and you are to leave them in the same condition when checking out.
- You and your suite mates will be responsible for the maintenance of your assigned room and bathroom. You and your parents/guardians will be financially responsible for any damages to the suite.
- You will be issued a key to your room. You and your parents will be financially responsible for lost keys.
- We have included a list of must-bring items, optional items, and prohibited items below (see What to Bring).
- You will submit your medications (as explained above).

### **Residence Rules**

- Do not hang items out of or on the windows, or on any sprinkles or fire alarms. This is a fire safety regulation.
- If you bring snacks for your room, please keep them in airtight containers.
- Possession or use of tobacco products is forbidden (including e-cigarettes and vape pens).
- Alcoholic beverages, chemical substances, or drugs of any kind (excluding necessary prescription or approved over-the-counter drugs) are strictly prohibited while attending GSA.
- Students must be in the residence hall by 10 p.m. If an activity lasts beyond 10p.m., you will have 15 minutes to reach your room upon conclusion of the event.

- Quiet hours will be from 11pm to 7am every day. Noise levels must be kept to a minimum.
- You may play music on your devices; however, the music/sound should not be heard outside your room.
- Keep your room locked at all times when you or your roommates are gone.
- Windows on the lower floors should also remain closed and locked; report missing items to the Residence Director immediately.
- You must wear your GSA name tag at all times when you are out of your dorm room.

### **Check-Out Procedure**

- You will need to check out with the GSA staff prior to your departure. You will need to turn in your key.
- Do not leave your key in your room and leave. Anyone that does not turn their key into the GSA staff at the front desk will be billed with a \$100.00 "Improper Checkout" charge.

### **Fees and Fines**

- Smoking or vaping anywhere during GSA is cause for *immediate dismissal*.
- Tampering with safety and security equipment in the residence halls (cameras, smoke detectors, fire extinguishers, improper use of fire doors, etc.) is cause for *immediate dismissal*, and may result in *criminal charges*.



- Breaking a seal on a closed window: \$25.00 per occupant, per occurrence.
- Lost keys: \$100.00
- Improper check-out: \$100.00

All Housing policies must be followed while residing on campus.

## **Dining on Campus**

Most meals will be served in the nearby French A. See Dining Hall; dining hours will be announced when you arrive. If you have special dietary requirements that you did not include on the online Student In-Take Form, please provide detailed information to Dr. Lexi de Coning at [deconing.a@wwvc.edu](mailto:deconing.a@wwvc.edu) as soon as possible.

To ensure that everyone has an enjoyable experience while dining, please do not run, wrestle, or throw food or other objects; do not shout or use profanity; and do not use skateboards, balls, remote-controlled toys or similar devices. In short, be considerate and respectful of your peers, faculty, and staff.

The dining hall is an **allergen-aware kitchen** and our staff work hard to provide safe, nutritious meals that accommodate most food allergies and dietary restrictions. However, please note that this is a college cafeteria, not a specialty kitchen. We cannot guarantee avoidance of cross-contamination or provide highly specialized meal plans. We ask that students and families approach meals with reasonable expectations and communicate dietary needs well in advance.

## **Communicating with GSA Faculty, Staff & RAs**

To assist our RAs in accompanying students across and off campus, we ask that all students **download the GroupMe app** to their phones before arriving at GSA. If guardians have “parental controls” on students’ devices, please allow this app for the duration of GSA.

Students will be allocated to three different groups (disciplinary, interdisciplinary, and floor/breakfast group), so RAs must be able to communicate and coordinate with students at various times throughout the day. GroupMe allows the convenient creation of groups without having to share one’s phone number, further protecting students’ and staff members’ privacy; students may also use the campus WiFi to access the app.

Parents and guardians, please do not communicate with RAs; direct all communications about your student to the Dean or Assistant Dean. We will share our numbers, as needed, to talk with you about any issues or concerns.

## What to Bring

### Clothes

In general, your clothes should be casual but tasteful. You will need one set of semi-formal clothes for one activity – something you'd wear to a dressy church occasion or semi-formal banquet dinner (but not those for a formal dance or prom).

For your own safety, you are required to wear shoes at all times when you are outside the residence hall. Shoes and shirts are required in classrooms, activity locations, and the dining hall. Offensive writing or images on clothing is strictly prohibited. On some occasions, you will be required to wear an official GSA shirt, which you will receive once you arrive.

#### Specific Clothing You Will Need:

- A variety of shirts
- Shorts, jeans/slacks
- One outfit for physical movement (e.g. sweatpants, gym shorts; dancers will need to bring extra movement clothes for their major discipline instruction)
- One dressy or semi-formal outfit
- Shoes (dress, casual, athletic/ closed toe)
- Sleepwear
- Bathrobe and bedroom slippers/ slides for shower
- Sweater or sweatshirt (for cool evenings)
- Rain gear (waterproof jacket and/or umbrella)
- Lightweight jacket

#### Articles you'll NEED for your room:

- Sheets (twin extra-long)
- Pillows & pillowcases
- Blanket
- Towels and a washcloth
- Basic toiletries and toiletry caddy
- Clothes hangers



**Articles you may bring (but are not required):**

- Small area rug (Dunn's floors are tiled, including the bedrooms)
- Desk lamp
- Small trash can for your room and/or bathroom
- Extension cable (MUST have surge protector)
- Camera
- Laptop for personal use
- Games
- Alarm clock/radio
- Small standing fan or desk fan
- Musical instruments
- Hairdryer
- Additional cosmetics/toiletries
- Mini-fridge (no more than 3.2 cubic feet)
- A dustpan for keeping your room tidy
- Mattress topper

**Items you may NOT bring:**

- Wall decorations
- Television
- Toaster or toaster oven
- Hot plate, hot-pot, air-fryer, popcorn popper, microwave, coffee pot or other cooking appliances
- Air conditioner
- Refrigerator
- Grills of any kind
- Exercise equipment
- Desktop computer
- Skateboard/bike
- Candles/incense
- Plants



## Travel, Arrival, and Departure

The Governor's School for the Arts begins on **Sunday June 22**. Parents and guardians may bring students to West Virginia Wesleyan College's campus between **12:30 - 2:30 pm**.

Please come directly to Dunn Hall, which is located on the corner of Camden Avenue and Braxton Street. There is a large parking lot just across Braxton Street where you may park and unload your belongings.

Once students have been allocated to their rooms, we will have an **opening ceremony** from **3:00 - 4:00 pm** at the Virginia Thomas Law Center for the Performing Arts (also known as the PAC). Parents and guardians will then say goodbye before students are assigned to a group with an RA for a campus tour.

Buckhannon is fairly easy to navigate and directions from Google Maps (or similar apps) will take you directly to Dunn Hall and WWC's campus. However, please note that mobile data and wireless network coverage are sometimes poor in the Buckhannon area; make sure you download or print maps, or keep a written copy of directions with you if you're not familiar with the area.

GSA ends on **Saturday July 12**. Parents and guardians can check students out and collect their belongings between **10:30 - 11:30 am**; you may then enjoy lunch or relax in town while students prepare for the closing ceremony (also known as The Sharing of the Arts).

The **Sharing of the Arts** closing ceremony will take place between **1:00 - 3:00 pm** at the Virginia Thomas Law Center for the Performing Arts (the PAC), after which students and their parents or guardians may leave Buckhannon.



## Mail & Deliveries

Students are welcome to receive care packages during GSA. You may send all mail to:

Student Name (GSA), c/o Alexis de Coning, Box 113, 59 College Ave, Buckhannon, WV 26201

Please note that the campus mail room has limited hours during the summer. For any urgent deliveries (e.g., medications), please contact Assistant Dean Lexi de Coning in advance to coordinate.

## WVWC Non-Discrimination Statement

West Virginia Wesleyan College does not discriminate on the basis of race, sex, color, national or ethnic origin, creed, ancestry, marital/family status, veteran status, sexual orientation, gender, gender identity, gender expression, pregnancy, religion, age, disability or blindness, or any other characteristic protected by local, state or federal law, to include Title VI, Title IX, Section 504, and the Age Discrimination Act, in the administration of its admission policies, scholarship and loan programs, educational programs, employment, athletic programs, co-curricular activities, or other College administered programs. For inquiries about the application of these laws in Wesleyan's programs or to file a report, contact the Title IX Coordinator at 59 College Ave, Buckhannon WV, [titleix@wwwc.edu](mailto:titleix@wwwc.edu), or 304-621-1316.\*

*\*The statement above is made on behalf of West Virginia Wesleyan College as the host institution for GSA.*



## Sample Weekday Schedule

The following schedule is provisional and serves as an example of what a typical weekday at GSA will look like. Please keep in mind that the daily schedule is subject to change.

Time	Activity
8:00 - 8:45	Breakfast
9:00 - 9:30	Daily Meeting
9:45 - 11:45	Major Discipline Instruction
12:00 - 1:00	Lunch
1:15 - 2:30	Interdisciplinary Instruction
2:45 - 4:00	Rest / Activities
4:15 - 6:00	Major Discipline Instruction
6:15 - 7:15	Dinner
7:30 - 8:45	Evening Performance / Lecture
9:00	Hall Meetings / Activities
11:00	Lights Out



## WWWC Campus Map

Below you can find Dunn Hall on the campus map, as well as other relevant venues like the Virginia Thomas Law Center for the Performing Arts and the French A. See Dining Hall (in the Benedum Campus Center). Most venues on campus are only a short 5 - 10 minute walk from Dunn Hall.

We will provide additional instructions for getting to Buckhannon, as well as parking on campus during check-in and check-out, once we have received your Student In-Take form and other relevant documentation.



### West Virginia Wesleyan Campus Map

- |   |  |                                       |
|---|--|---------------------------------------|
| 1. Reemsnyder Research Center                         | 9. Lynch-Raine Administration Building | 19. Christopher Hall of Science       |
| 2. Dunn Hall  | 10. McCuskey Hall                      | 20. Rockefeller Center                |
| 3. Wellness Center                                    | 11. Doney Hall                         | 21. Middleton Hall                    |
| 4. Virginia Thomas Law Center for the Performing Arts | 12. Fleming Hall                       | 22. Ross Field (Football) & Track     |
| 5. Agnes Howard Hall                                  | 13. Haymond Hall                       | 23. Ellis Field (Baseball)            |
| 6. Wesley Chapel / Martin Religious Center            | 14. Jenkins Hall                       | 24. Culpepper Field (Softball)        |
| 7. Annie Merner Pfeiffer Library                      | 15. Loar Hall of Music                 | 25. Wood Street Park (Soccer Complex) |
| 8. Benedum Campus Center / See Dining Center          | 16. Benedum Hall                       | 26. Erickson Alumni Center            |
|   | 17. Holloway Hall                      | 27. English Annex                     |
|   | 18. Camden Village                     |                                       |

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## Student Consent Form

Please print, sign, and scan the following document, to be uploaded to the [Student In-Take Form](#).

Student's Full Name: \_\_\_\_\_

Artistic Discipline: \_\_\_\_\_

### Publicity Release

The undersigned hereby grant permission to the West Virginia Governor's School for the Arts, the West Virginia Department of Education and the Arts, West Virginia Wesleyan College and its representatives and successors, to use identified photographs, video and audio recordings, and press releases of the student for the purpose of publicity and other promotions, including internet publications. The student's name and address may be released to institutions providing educational excellence, and photos and contact information may be printed in a student directory.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

### Release from Liability

The undersigned hereby release the West Virginia Governor's School for the Arts and its staff, the West Virginia Department of Education and the Arts, and West Virginia Wesleyan College, from any and all claims arising from the undersigned student's participation in GSA.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

### Rules Agreement and Field Trip Permission

Having reviewed and discussed the rules in the Handbook for attendance, participation, and living applicable to the West Virginia Governor's School for the Arts at West Virginia Wesleyan College, the undersigned student agrees to abide by all rules of the school and commit to attend GSA from June 22 to July 12 2025.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

The undersigned parent/guardian gives permission for the student to participate in any field trips planned and organized by GSA.

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**Consent to Participate**

I, the undersigned student, hereby acknowledge that I have read the Handbook and agree to participate fully in the activities of the Governor’s School for the Arts. I agree to follow the rules in the Handbook and set by the Dean. Additionally, I agree to wear my name tag at all times when I am out of the dormitory.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

I, the undersigned parent/guardian of the student named in this document, consent to my child’s participation in GSA. Having read the Handbook, I have discussed behavior expectations with my child. I assume personal responsibility for all costs of medical attention or injuries my child may sustain, as well as for any damages to property resulting from my child’s behavior. If my child’s behavior results in expulsion from GSA, I will be personally responsible for any and all transportation arrangements (within the time frame required) and any and all associated costs.

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**Permission to Provide Necessary Treatment or Emergency Care**

As the legally recognized parent or guardian of the individual named above, by signature below, I hereby give authority and permission to GSA staff, staff of West Virginia Wesleyan College, and licensed medical professionals to obtain and provide necessary medical treatment, including, but not limited to: diagnostic X-rays, routine tests, and treatment, including hospitalization; to release any records necessary for medical or insurance purposes; to provide or arrange necessary related transportation for my child; to administer, as needed, the over-the-counter medications agreed to via the online Student In-Take Form; and to copy this completed form (to accompany the participant on trips outside of our facility). I understand that every practical effort will be made to contact me or other parents or guardians of the participant if a medical emergency occurs.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

## **WWWC Wellness Center Waiver**

WWWC invites students, faculty and staff members to use the College's Wellness Center during open operational times. Dependents of faculty and staff are also eligible to use the Wellness Center. Alumni memberships are available for purchase. All patrons must have proper WWC identification cards to use the facility.

### **RELEASE AND WAIVER**

In full understanding of the inherent dangers and risks to which I will be exposed during use of the Wellness Center, by signing this waiver I hereby waive all claims against West Virginia Wesleyan, and any and all of its employees, trustees, officers and agents from liability for any loss or injury sustained as a result of use of this facility. This waiver is understood to release the aforesaid not only for the acts or omissions of individuals but also for the physical conditions of the aforesaid premises and the equipment used. By signing this release, I understand I am using the Wellness Center for my own benefit; that no representations about the nature or condition of the facilities has been made by any trustee, officer, employee or agent of West Virginia Wesleyan College.

All participants are strongly advised to have an annual medical examination and proper medical insurance coverage. We strongly encourage you to consult with a physician before participating in any physical activity. We encourage those with pre-existing conditions to wear a medical alert bracelet or neck tag indicating the appropriate medical information.

I understand it is my responsibility to provide for my own medical and accident coverage. West Virginia Wesleyan College does not provide medical and accident coverage to students. While we strive to provide safe activities and facilities, there is an inherent risk for physical injury and/or death in all sport activities.

### **RULES AND REGULATIONS**

1. A WWC ID is required in order to be admitted into the Wellness Center. *\*Not applicable to GSA students, who will be accompanied by a staff member to use this facility.*
2. No one is allowed in the Wellness Center when the facility is closed.
3. Do not use equipment unless you are knowledgeable about how to use it.
4. Observe Wellness Center etiquette and demonstrate courtesy toward others in the facility at all times.
5. No horseplay, loud or offensive language, or unruly behavior will be tolerated.
6. Proper attire is required at all times shirts and athletic shoes required. NO jeans or NO open toed shoes allowed.
7. Show respect for equipment and facilities at all times. Do not drop or throw weights.

8. You may be expelled immediately if you misuse equipment or the facility. Failure to leave the facility, if asked, will result in disciplinary action.
9. Utilize spotters and locks when necessary (e.g., overhead lifts, squats, bench presses, platform or Olympic lifts).
10. Equipment is to be kept off the floor and is to be returned to its proper racks when lifting is completed.
11. The Wellness Center staff have authority over all room conduct and use of equipment, including sound system and televisions.
12. Injuries and defective equipment are to be reported to the Wellness Center staff immediately.
13. No tobacco products, food, chewing gum, glass bottles or cans are allowed. Plastic water bottles are acceptable.
14. No sports drinks, other beverages, or food is permitted past the front desk. Water is the only permitted drink while using the equipment.
15. No alcohol, drugs, and/or banned substances are allowed in the Wellness Center.
16. Wesleyan and/or Wellness staff are not responsible for personal belongings or lost or stolen items. Lockers are available on a first come basis and you must provide your own lock. Items left in lockers overnight will be discarded.
17. No pets allowed in the Wellness Center unless authorized service animal.
18. Posted rules must be followed at all times. Failure to comply with stated rules will result in disciplinary action.
19. Patrons are responsible for understanding and abiding by all warning signs in the facility.

**Name of Participant:** (please print clearly)

\_\_\_\_\_

**Campus Box/Department:** N/A

**WVWC ID#:** N/A

**Email:** \_\_\_\_\_

**Status:** GUEST

**Signature of Participant:** \_\_\_\_\_

**Signature of Parent/Guardian:** \_\_\_\_\_

**Date:** \_\_\_\_\_