

# GSA 2025 Pre-Program Information Packet

Please carefully review the information in this packet early and often! This information is important for both GSA students and their parents/guardians.

Questions? Contact GSA at [gsainfo@kentuckyperformingarts.org](mailto:gsainfo@kentuckyperformingarts.org) or 502.566.5192.

## Registration Schedule, General Opening Day Schedule & Packing Information

### GSA OPENING DAY/REGISTRATION SCHEDULE

First Session: June 8, 2025

Second Session: July 6, 2025

All times in Eastern Time Zone

Some details listed below may change prior to the summer. More information about move-in will be sent to GSA students/families a few days prior to Opening Day.

The address for Holmes Hall, where registration will begin, is 111 Avenue of Champions, Lexington, KY, 40526-0462. Follow signs and unload your car off of S. Martin Luther King Blvd. If using the above address for mailing items to students during GSA, include student name and "c/o GSA."

Time (ALL TIMES EASTERN)	Activity	Location
9:00 - 9:45 am	Registration for GSA Students who live 30 minutes or less from Lexington	Holmes Hall, Parking Area
9:45 - 10:15 am	Registration for GSA Students who live less than 1 hour from Lexington	Holmes Hall, Parking Area
10:15 - 11:15 am	Registration for GSA Students who live 1.5 hours from Lexington	Holmes Hall, Parking Area
11:15 am – 11:45 am	Registration for GSA Students who live 2 hours from Lexington	Holmes Hall, Parking Area
11:45 - 12:45 pm	Registration for GSA Students who live over 2 hours from Lexington	Holmes Hall, Parking Area
10:00 – 1:00 pm	Family Brunch (optional)	Champions Kitchen, Student Center
1:30 – 3:00 pm	Opening Ceremonies & Studio Tours	Concert Hall, Singletary Center for the Arts
3:00 pm – 3:15 pm	Parents Farewell to Students	Studios
3:15 pm – 4:00 pm	Mandatory Parents/Guardians Orientation with GSA (Parents/Guardians depart after this)	Concert Hall, Singletary Center for the Arts

	meeting)	
3:15 pm – 4:00 pm	Students Meet with Instructors	Studios
4:00 – 5:15 pm	First RA Group Meetings & Getting Acquainted	Various locations on campus
5:15 pm – 6:15 pm	Dinner	Champions Kitchen, Student Center
6:30 pm	Photo Night (photo taken of entire class, each artform group, etc.); followed by free time	Student Center
By 10:00 pm	Initial Residential Life Floor Meetings	Student Housing

## General Packing List

### WHAT TO BRING TO GSA

Feel free to use this as a general checklist!

You will also receive a separate information from your faculty members the week of May 19<sup>th</sup> with a list of any materials that you might need for your individual art form. You will be notified when information from your faculty is available for your viewing at [www.kentuckygsa.org](http://www.kentuckygsa.org).

### Clothing & Other Important Items

- Casual clothes for everyday (shorts, t-shirts, jeans). You will be able to wear shorts, jeans, and t-shirts 99% of the time at GSA. Review guidelines on clothing in the Student/Community Guidelines and Agreements included later in this document.
- Nice outfit for Final Day Celebration & Graduation and/or religious service if you plan to attend, etc.
- Undergarments and socks
- Sleepwear
- Footwear (including comfortable closed toe walking shoes) Also consider slippers, flip-flops, or sandals
- Light jacket/raincoat/long-sleeve shirt/sweatshirt (some studio spaces are chilly and you will likely have to walk outside on rainy days on occasion)
- Alarm clock
- **TRADITIONAL Watch** (Cell phones and smart watches are not allowed outside of your dorm hall. If you usually use these items to tell time, please plan accordingly).
- **Pack for three weeks** – Lots of t-shirts, shorts and undergarments means you don't have to do laundry very often.

### Bedding

- Sheets- 2 sets to fit a **full xl** bed (note: queen sheet set will fit as well)
- Blanket
- Bedspread/quilt
- Pillow and pillowcases

- **UK does not supply linens, washcloths, or towels— PLEASE BRING YOUR OWN!**

### **Bathroom**

- Bathrobe or other cover-up
- Shower shoes (rubber flip-flops or other waterproof sandals)
- Towels and wash cloths (bring several)
- Catch-all for bathroom items (a small household pail works great)
- Personal Needs: Soap, Toothpaste, Toothbrush, Razors, Shampoo, other hair products & accessories
- Cosmetics
- Personal hygiene products
- Toilet paper

**Reminder- GSA dispenses no medications, including over-the-counter painkillers, cold, flu, upset stomach or allergy medications. Please plan to bring your own 3-week supply of these medications.**

### **Laundry**

- Detergent, bleach, fabric softener, etc.
- Drip-dry hangers/clothes pins
- Laundry bag/basket
- **Washers and dryers are free of charge!**

### **Additional Items You May Wish to Bring, But Are Optional**

- Cell phone (cell phones are only allowed on your dorm floor).
- Earplugs/sensory headphones (students are often in large groups and will experience music, performances, etc. that can be loud at times. If a student wishes to bring sensory tools like earplugs or noise-cancelling headphones to aid them in these situations, they are encouraged to do so)
- 3-ring Binder
- Small trash can
- Jewelry box
- Additional lamp
- Iron, hair dryer, curlers, etc.
- Mini sewing kit
- Pictures/posters
- Calendar
- Stationery, pens, stamps, notebooks (with or without pockets) etc.
- Journal
- Camera, batteries, charger (tip: since you won't have your cell phone with you outside of your dorm floor, consider bringing disposable cameras so you can still document your GSA experience!)
- Small photo album
- Umbrella/poncho
- Healthy snacks that do not require refrigeration (you will have a refrigerator in your room, but space is limited and shared with your roommate)
- Re-usable water bottle or canteen
- Backpack
- Picnic blanket or other blanket for outdoors
- Sunscreen, hat/visor, bug repellent, other items for comfort during outdoor events (day and evening)

### Special Notes

- Feel free to bring items that will make your room your own!
- Leave your valuables at home. **REMINDER: GSA and UK are NOT responsible for lost or stolen items.**
- GSA provides all meals throughout the program at no charge to the student. However, you may want to purchase souvenirs on field trips, purchase GSA merchandise, order pizza at your dorm, etc. Please plan to bring cash or credit/debit card as desired/needed.

### WHAT NOT TO BRING TO GSA

Do NOT bring the following items to campus:

- TV
- Large Gaming Consoles- Xbox, PlayStation, etc. **You will not be allowed to connect them to a TV.**
- Microwave
- DVD players
- An additional refrigerator. *Every residence hall room includes a MicroFridge and microwave.*
- Candles
- Camping stoves
- Combustible liquids and other materials
- Small appliances (crock pots, grills, camping stoves, toaster ovens, toasters, hot plates, etc.)
- Excessive wall coverings
- Extension cords (*Power strips are OK*)
- Halogen lamps and lights
- Incense and incense burners
- Items used to loft a bed
- Lamps with plastic shades
- Multi-plug adapters/multi-outlet extension cords
- Pets
- Portable heaters
- Power tools
- Sunlamps

*\*During fire and safety inspections, university officials will require the removal of prohibited items.*

### LAUNDRY FACILITIES

UK provides washers and dryers within the residence hall. Laundry in the washers and dryers should be removed promptly when the washing/drying cycle is finished. Students should bring their own laundry supplies as GSA does not provide these. GSA and/or UK will not assume responsibility for lost or stolen items.

### RESIDENCE HALL FIRE SAFETY

Flammable liquids such as gasoline and paint thinners are not permitted in the residence halls for any purpose. Because of the potential threat to personal safety in the event of a fire, clothing and other flammable materials are not allowed as ceiling hangings over lights, smoke detectors, or sprinklers.

Students must cooperate with this regulation when decorating their rooms. Flammable or wet materials must not be placed above heaters.

Do not string wires or extension cords under rugs, over hooks, around your door, or any place where these may be subject to wear or mechanical damage. All electrical cords should be checked

periodically for wear and damage.

***The following information in this packet was included in your acceptance agreement, but we have included it here for your reference.***

**THE COMMUNITY OF ARTISTS: A bit more about the program to which you're committing...**

Welcome to the GSA Family! We are thrilled to meet and create with you this summer.

The Governor's School for the Arts (GSA) is a community of artists that empowers the next generation of Kentucky's creative leaders – and that means you! At GSA, we believe you are an artist, and as an artist, you are a uniquely gifted and vitally important person in the world. We believe you possess the ability to become a professional artist if you'd like to – but we also believe that your creative skillset will serve you regardless of which career path you choose. You are joining a network of thousands of artist-citizens who are creating impact all over the world and defining what it can mean to be an artist from Kentucky.

You have been invited to the summer program because we **know you have something important to offer**. Each member of the GSA community – yourself included – is a co-author in creating each summer's experience. So while we're confident you will learn new and wonderful things this summer, we are also confident that other members of the GSA community have something great to learn from you, as well.

While you'll engage in hands-on lessons about various methods and traditions in your art form of focus (including workshops, presentations, creating/performing, field trips, and more), we'll also learn how the arts interact with broader elements of society and how you can use your creativity to better yourself and your community. You'll also have the opportunity to meet artists from other disciplines – and perhaps even try your hand at other artforms, too!

GSA is designed to be an immersive experience - we spend all day, every day, exploring our artistry, learning about creativity, and building community with fellow artists from all walks of life. Just as you have much to offer GSA, we also know you have much to take away from the program as well – so while we will meet you where you are and celebrate your strengths, we will also challenge you to grow and develop a creative and curious mindset.

All of this happens in a supportive, respectful, and caring environment; as a community we highly value well-being, resilience, and self-care. That said, days can sometimes be long and intense, both mentally and physically, as we learn new things, meet new people, experience being away from home for three weeks, and navigate a college campus. Be sure to review the day-to-day schedule below and reflect on how you can best take care of yourself during the program. And remember, you won't be alone: your caring faculty, staff, fellow students, and GSA's in-residence mental health professional will be by your side to support you. We promise we have invited you to the program because we know you're capable of succeeding at it, and that you'll have a great time doing so. **We believe in you and are here for you!**

At GSA, we don't just learn together – we live together, too. The GSA Residential Life staff will provide a fun, safe, and supportive environment that ensures learning and personal growth don't stop when classes end each day. You will belong to an "RA Group" – a small group of GSA students from other artforms and areas of the state, under the mentorship of one of our awesome Residential Advisors. Prepare to make some life-long friends and discover what it's like to live on a college campus.

While GSA is only three weeks, we want your experience to positively affect your trajectory for years to come. You'll leave the program with a better understanding of how you can leverage your creative skills for college/career opportunities; you'll also have access to alumni benefits such as college scholarships, direct

contact with college representatives from across the country through our fall College & Career Day, and grant funding through the Toyota Alumni Fund. You can learn more about all of these wonderful benefits on the Alumni section of our website.

### **DAY-TO-DAY SCHEDULE**

While each day at GSA is a little different, most days adhere to the following schedule (all times Eastern); note transitions between each part of the day often involve 10–15-minute walks between locations on campus (students are always escorted by GSA staff):

8:00 – 8:45 a.m.: Breakfast; by 8:45 students assemble in RA groups and head to morning announcements.

9:00 – 9:45 a.m.: Morning Announcements/Presentation (usually a presentation from a professional artists/arts worker, followed by a Q&A and any pertinent announcements). Afterward students assemble in artform groups and head to studio/class.

10:00 a.m. – 1:00 p.m.: Morning studio/class in student's artform of focus

1:00 – 2:00 p.m.: Lunch

2:00 – 6:00 p.m.: Afternoon studio/class in student's artform of focus

6:00 – 7:00 p.m.: Dinner

7:00 – 10:00 p.m.: Evening studio/class in student's artform of focus OR the entire school attends an evening performance, followed by free time. Occasionally this timeframe will be reserved for residential life activities.

10:00 p.m.: Consideration/quiet hours begin in dorm. Students may rest or socialize, with respect to those who choose to sleep.

11:15 p.m.: Students required to be on their dorm floor. Food deliveries must be delivered by this time.

11:30 p.m.: Students required to be in their dorm room.

Note that we start two hours later on Saturdays; on Sundays there are no required activities until afternoon studio at 2:00 p.m. Students will have one to two days of free time toward the end of the program's second week.

No student may leave the residence hall before 8:00 a.m. or after 10:00 p.m. at any time during GSA. Exceptions will only be made for students participating in morning runs/activities with residential staff supervision.

### **HOUSING**

All students live in Holmes Hall on UK's campus, as does the Residential Life Staff hired by GSA. Each student shares a two-bedroom suite with one roommate, meaning each student has a private bedroom, but shares a bathroom and common space/kitchenette with one other person. Floor plans and building information are available online. Laundry machines are provided free of charge and students are responsible for doing their own laundry. Roommates are assigned by GSA and students do not meet their roommate until move-in. As developing relationships with people from different places and backgrounds is an important part of the program experience, GSA attempts to pair roommates who are in different artforms and from different parts of the state. Please refrain from contacting GSA with requests for specific people to be your roommate; we do not accept roommate requests.

Male and female students will live on different floors of the dormitory. There will be no co-ed visitation on the floors at any time for any reason. Co-ed socialization will be permitted in dorm lobby and lounge areas as designated by residential life staff.

GSA welcomes and supports students who are transgender and/or nonbinary; if these students have questions, concerns, or requests about which gendered dorm floor they are assigned to, they are asked to contact GSA ASAP (but no later than end of day April 23<sup>rd</sup>) at [gsainfo@kentuckyperformingarts.org](mailto:gsainfo@kentuckyperformingarts.org).

### **MEDICAL INFORMATION AND PROCEDURES**

During the months of May and June, we will supply you with all the information necessary to prepare for the program.

We will also request further information from you, including medical records. In early May, you'll receive account setup instructions for **CampDoc**. CampDoc is the online tool you'll use to complete all your forms for Summer Program, including medical information and parent/guardian releases. It is *extremely important* that parents/guardians are involved in completing their child's CampDoc information, and that any and all student health information is included in CampDoc.

GSA does not store or dispense any medications, including over-the-counter painkillers, cold, flu, upset stomach or allergy medications. Students are responsible for storage and responsible usage of their own medication (over-the-counter or prescription). If your student uses over-the-counter medication (e.g. seasonal allergy medication) please pack enough for the entire three weeks of summer program. GSA is not responsible for medical noncompliance.

If a student needs medical attention during the summer program, students will be transported to an immediate care center/clinic by GSA staff (or, in the event of an emergency, students will be transported to a hospital by ambulance). GSA may also contract athletic trainers to respond and assess an injury, and then provide treatment/care or refer the patient to a medical provider. Parents will be notified if their student has any medical events/symptoms that require the student to miss class or seek medical attention.

While GSA will continue to monitor COVID-19 and any other public health concerns and may implement health/safety precautions in response, at this time we do not have any COVID restrictions or policies in place. While we do not anticipate requiring facemasks, students who choose to wear facemasks for their own health/protection will be welcome to do so at any time.

### **INDEPENDENCE, WELL-BEING, AND ACCOMODATIONS**

As with any immersive and exciting learning environment, days at GSA require a level of stamina from students, staff, and faculty. Students often walk 10-15 minutes between class locations, spend extended periods of time in studio, and exercise new levels of independence away from home. While students will always be within close proximity of an adult GSA staff member who has access to a phone in case of emergency, students are not permitted to have their cell phones outside of their dorm halls; this means communication with family and friends back home is usually limited to the early morning, late evening, and occasionally mealtimes. Visitation from family and friends outside of GSA is also not permitted during the three-week program.

For many students, GSA is a wonderful fit and every day is fun and exciting. That said, it is very natural and common for students to experience homesickness and/or anxiety while transitioning into GSA, and we are glad to support students throughout the process (if needed, a mental health professional is available to students as well). If you are introverted, nervous about being around others, or feeling intimidated about attending GSA, know that you aren't alone and that we are here to support you. Again: we know you have a lot to offer, we have your back, we have invited you to attend the program because we genuinely believe you are capable of successfully completing it!

Parents/guardians: if you believe your child may need any kind of accommodation to successfully navigate the GSA experience, it is extremely important that your accommodation request is communicated upfront and in detail in order to be considered. Please contact GSA with any accommodation requests no later than April 16<sup>th</sup> at [gsainfo@kentuckyperformingarts.org](mailto:gsainfo@kentuckyperformingarts.org).

### **RELIGIOUS SERVICES**

If students are interested, GSA arranges for students to attend a worship service of their denomination or religion (if logistically possible, and if that service is available in Lexington). GSA Resident Advisors transport and accompany students to the services. If multiple houses of worship for your religion/denomination exist in Lexington, GSA will identify one house of worship (likely the closest to campus) to take students to; we are unable to accommodate requests for specific houses of worship within a given denomination/religion. Students/parents can indicate religious preferences when providing medical information to GSA through the portal CampDoc. Sign-ups to attend religious services will be available for students at summer program; it is up to the student to "opt-in" to attending religious

services during the program. We ask that family members respect GSA's visitation policy and not visit with their students during visits to houses of worship.

### **STUDENT/COMMUNITY ACCOUNTABILITY GUIDELINES AND AGREEMENTS**

GSA's community of artists exists in an environment that is safe, fun, healthy, inclusive, and supportive – and each of us plays a role in creating that environment. It is important we all agree to a common set of expectations and rules for our well-being and safety. The purpose of these policies is not to restrict students, but rather to allow each individual to take full advantage of the GSA program.

#### **Taking care of yourself and others**

- Students shall strive to participate at the highest level of their ability throughout the program. This includes mindfulness of healthy practices, including hydration, eating well, prioritizing rest when possible, etc.
- Students agree to immediately tell GSA staff/faculty if they are feeling sick (so we can ensure you get the resources you need, and to protect the health of your fellow community members).
- Students will prioritize healthy practices to protect themselves and others, such as thorough handwashing, covering coughs/sneezes, keeping common spaces clean, keeping personal items such as toothbrushes protected, etc.
- Students agree to comply with any guidelines set forth to prioritize safety from COVID-19, potentially to include participation in COVID testing, providing proof of vaccination (if vaccinated), and wearing protective face masks when/if required by GSA Administration.

#### **Respecting yourself and others**

- Students must arrive for all classes, seminars, activities, and performances at or before the announced time.
- Students who miss more than three studio sessions for any reason will be required to meet with faculty and program administration to develop a plan for successfully completing the program.
- The rights of others to a clean, orderly, safe, and sometimes quiet environment must be respected. After 10:00 p.m., any socializing should not disrupt other students' ability to get rest/sleep. As guests of the University of Kentucky, students will help keep facilities clean.
- GSA is a community built upon respect; bullying in any form will not be tolerated. This includes bullying through social media, text messaging, other forms of written communication, and verbal communication. This includes both direct bullying of a victim, as well as the spreading of malicious gossip, rumors, etc. in large or small groups.
- Be mindful and respectful of others' physical, social, and emotional boundaries. Do not assume others' boundaries are the same as yours; gain consent before taking someone's photo, giving a hug, etc.
- Profanity, verbal abuse, and disrespect of others will not be tolerated.
- GSA is a place of exchange; experiencing and learning with people from different walks of life is an important and exciting part of the program. Over the course of the program, students will receive exposure to:
  - Students, faculty, staff, and guest artists from various regions of the Commonwealth (and the entire United States), rural and urban, who represent a diversity of cultural, religious, and economic backgrounds, inclusive of persons with different racial and cultural identities, gender and sexual identities, and persons with and without disabilities.
  - Various philosophies of art and performance that are tied to cultural, religious, social, and political ideas and movements.

As part of this experience, students will live with, learn from, collaborate with, and be an inspiration to people who are different from themselves. They may also experience opinions or ideas that challenge or differ from their own. Students are expected to be open to new/differing opinions, explore any differences in perspective with respect, be open to discovering unexpected commonalities, and acknowledge the dignity and validity of others (and be treated the same in return). All program activities are carefully planned to help students achieve program goals within appropriate content guidelines for students between the ages of 15 and 19. To this end, participation in all scheduled activities is mandatory so that students can receive maximum benefit from the program.



- Students accepted to GSA are perceived by their communities and peers as representatives of the GSA program, even before they step foot on campus. As such, GSA students are expected to exhibit respectful and legal conduct in advance of the program, as well as during it. This includes behavior on social media. Should an accepted student exhibit behavior unbecoming of GSA's guidelines prior to attending the summer program, GSA may re-evaluate the student's invitation to attend summer program.
- Students must wear clothing including both a shirt with pants or skirt, or the equivalent (such as dresses, leggings, or shorts) and shoes. Shirts and dresses must have fabric in the front and on the sides (under the arms). Clothing must cover undergarments (straps excluded); fabric covering breasts, genitals, and buttocks must be opaque. Clothing must be suitable for all scheduled classroom activities, and exceptions to this policy can be made by GSA faculty/staff for curriculum purposes (i.e., clothing requirements for a dance class). Attire or grooming depicting or advocating violence, criminal activity, use of alcohol or drugs, pornography, profanity, or hate speech are prohibited.

### Protecting yourself and others

- No student will be permitted to leave the campus unless supervised by GSA or Kentucky Performing Arts staff, or if permission is given by the Director in coordination with students' legal guardian(s). Students shall confine their activities to facilities, classrooms and other campus areas designated for use by GSA. Students must be always escorted by GSA staff/faculty, unless otherwise directed by staff. Public streets must be crossed at designated crosswalks.
- Students may not operate or enter motor vehicles during the program except those provided by GSA for authorized trips. GSA provides transportation for all field trips and special events.
- For safety and identification purposes, students must wear GSA t-shirts for any off-campus activities. A shirt is provided, at no charge, to all students and staff.
- Upon arrival, each GSA student is issued a student identification card. In addition to identification and security purposes, the I.D. serves as a meal ticket and admission to events, etc. From check-in on Opening Day to Graduation on Closing Day all students **must always wear their Student I.D.** (unless faculty or staff permits removal due to activity). Students may not alter or damage their ID cards in any way during the program; lost, damaged, or altered IDs will incur a \$10 replacement charge to be paid on Closing Day.
- Socializing with participants in other programs, University of Kentucky summer students and dormitory residents is prohibited.
- Students are not permitted to obtain or provide permanent or semi-permanent body art or piercings during the program. This includes providing these items to oneself (self-piercing and self-tattooing are not permitted during program).
- The following are prohibited while attending GSA, both while on the campus of University of Kentucky and while on field trips:
  - The possession and/or use of cigarettes, e-cigarettes, vape pens, and chewing tobacco.
  - The possession and/or use of illegal drugs, drug paraphernalia and/or the abuse of prescription and/or over-the-counter medication. Students are prohibited from sharing medication with each other.
  - The possession and/or use of alcohol.
- Firearms, fireworks, BB guns, knives, swords, needles, or other potentially dangerous weapons are prohibited. Possession of weapons is grounds for removal from the campus and summer program.
- GSA reserves the right to search any GSA student's room and/or belongings and to seize any contraband found, including but not limited to cigarettes, alcohol, drugs, or weapons.
- Theft or vandalism of property or tampering with fire or safety equipment will be grounds for immediate dismissal from the program.
- Sexual activity, physical contact of a sexual nature, sexually charged language, sharing of sexual images or content via texting/messaging/social media, and sexual harassment/intimidation of any kind are prohibited.
- Fighting, violence or abusive behavior toward others will be grounds for immediate dismissal from the program.
- Students may not engage in any illegal activity, nor any activity which could subject GSA to public ridicule or disrepute.

### **Maintaining focus for yourself and others**

- Personal cell phones and cellular-enabled smart watches are allowed, but students cannot bring these items outside of their dorm hallway.
- Students are allowed to bring laptops or tablet devices (such as an iPad), but these devices may not be taken outside a students' dorm hallway unless there is expressed permission to do so from faculty or staff for a curriculum-related reason.
- Visitation by family and friends is prohibited at any date or time during GSA, including field trips. Parents/Guardians are welcome to drop off items to campus at scheduled times during the program and staff will ensure delivery to the student. These scheduled times will be communicated on Opening Day of each session. GSA is not responsible for lost items.
- Male and female students will live on different floors of the dormitory. There will be no co-ed visitation on the floors at any time for any reason. Violation of this rule will be grounds for an immediate conference with the Director and possible dismissal from the program. Co-ed socialization will be permitted in dorm lobby and lounge areas as designated by residential life staff. GSA welcomes and supports students who are transgender and/or nonbinary; these students are encouraged to contact GSA to discuss a housing plan that meets their needs.
- iPods and other small portable audio equipment are allowed in the lobby, lounge areas, and dorm rooms. Use of these devices during studio is left to the discretion of the faculty. GSA is not responsible for lost or stolen items.
- GSA does not allow students to bring TVs, refrigerators, or DVD players for personal use. Community TVs are available in student lounge areas.

**Other expectations and guidelines may be announced as needed.**

### **When Student/Community Accountability Guidelines and Agreements are not upheld**

When a student does not uphold one of the above guidelines/agreements, a form of documentation known as a "write-up" is used to record the situation. A member of GSA staff will explain to the student why they are receiving a write-up and the student will have an opportunity to ask any questions. The staff member and the student both sign the write-up to acknowledge the guideline(s) that was not upheld.

Administrative response to all write-ups is contextualized based on the severity of students' actions. Generally, a student must meet with GSA's Co-Residential Supervisors (who oversee the RA staff) after receiving three write-ups to create a behavioral plan that supports the student's ability to remain at the program; after four write-ups a student meets with the GSA Director about any needed revisions to the behavioral plan and/or to determine whether the student must be removed from the program to maintain the safety and integrity of other students' experience. Please note that if an infraction is severe, GSA reserves the right to bypass its standard write-up policy and remove the student from the program.

Contact us with any questions at [gsainfo@kentuckyperformingarts.org](mailto:gsainfo@kentuckyperformingarts.org) or 502.566.5192. Keep an eye out for additional communication from us via email and postal mail.