KickStart Participant Expectations and Emergency Information  
University of Illinois Springfield

Contact Information
Director: Lisa McGuire
New Student Orientation & Parent Relations (NSOPR)
Contact Phone Number (Primary): 217/206-8181
Contact Email Address: UISOrientation@uis.edu
Mailing Address: One University Plaza, UHB 1080 (University Hall Building)

- If there is an emergency contact campus police at 217/206-7777. Do not dial 9-1-1, the call will just be forwarded to UIS Police and precious moments will be wasted.

Students attending KickStart are expected to adhere to the following:

- Attendance is required at all activities except as noted.
- Punctuality is expected at all program activities.
- Students are to remain where orientation activities are taking place.
- Be considerate of all faculty, staff and other students attending KickStart.
- Turn off all cell phones during presentations, and do not use them during the advising and group sessions. This includes texting.
- Only students attending KickStart are permitted in the academic advising rooms and areas used for registration. Family members and friends may not attend these sessions.
- Family members and friends are not permitted to stay overnight in the residence hall room with students living on campus during Orientation programming.

Emergencies/Safety
There are times when an emergency may arise such as fire or injury. During these events you are required to comply with any and all requests of University Personnel including New Student Orientation, the UIS Police, Springfield Fire Department, any identified State or Federal law enforcement agency and/or any other University officials acting within the scope of their responsibility in addressing a situation.

If there is an emergency contact campus police at 217/206-7777 then notify an Orientation Leader.

- Fire: In case of fire, evacuate the building immediately using the exits provided. Do not use elevators. Meet up with the Orientation Leaders and staff on the quad about 50 feet from the building. University staff will notify you when it is safe to re-enter the building.

- Inclement Weather: If the University closes because of inclement weather, we will reschedule the sessions that were to be held that day. You will receive an email to your personal email announcing the closure. Sessions will be rescheduled on Friday, January 17 from 4-6; Friday, January 24 from 4-6 p.m. and Friday, January 31 from 4-6. Please put these dates on your calendar. If there is a closure, request these dates off if you work and put them on your calendar. We will resume the regular schedule for the day(s) we re-open.
  o Participants are encouraged to download a weather app like Weatherbug and set up alerts for severe weather in our area (zip code 62703).

- Medical Emergency: In the event of a medical emergency, contact the UIS Police emergency number (217)206-7777 and then inform your OL or Orientation staff member. While it is unusual for a student to be injured while attending KickStart or Semester Launch, the University of Illinois Springfield reserves the right to call for emergency assistance, including an ambulance, should an injury occur. If transportation by ambulance is necessary, the student will be responsible for meeting any expenses.

- If a member of the Campus community or the Springfield community has made a threat of violence or has become harassing, you should contact the UIS Police and notify Orientation staff.
KickStart/Semester Launch Information

Identification - It is highly recommended that Group participants have some form of photo identification with them upon arrival and they carry this identification with them at all times. In the event of a lost participant, the UIS Police should be notified. Should a Group participant come in contact with a UIS Police Officer, this information will be most valuable.

Meals – Meals that are included the student orientation fees are the refreshment break, dinner, and evening refreshments on Wednesday of KickStart and breakfast and a $10 meal card towards lunch and dinner on Thursday. Friday residential students can use their meal plan for breakfast and lunch. Commuter students will receive a meal card for those meals. Dinner will be provided Friday. Students living on campus, please note the Student Union Food Studio will be closed on Saturday, January 11. Some local businesses deliver to campus see go.uis.edu/GPSAddresses for your building address. The dining hall will open on Sunday at 10:30 a.m. and resume regular semester hours on the first day of class.

Parking - Overnight parking is restricted to designated lots. Parking anywhere else can result in ticketing and towing costs. Parking in restricted spaces, restricted lots, service driveways, fire lanes, on sidewalks, on the grass and/or in front of waste receptacles (dumpsters) will not be tolerated. All ticketing and towing expenses are the responsibility of the vehicle owner, the driver. There is no parking permit charge incurred for conference guests. Visitors may park in the following University parking lots, except where prohibited by signs, or markings: Lots A, B, C-North, D and I see the parking map at: https://www.uis.edu/parking/wpcontent/uploads/sites/131/2013/06/residentialparking.pdf

Smoking - Smoking and use of tobacco products is prohibited on all campus property at the University of Illinois Springfield, both indoors and outdoors.

- “tobacco products” means all forms of tobacco, including but not limited to cigarettes, cigars, cigarillos, pipes, beedies, kreteks, water pipes, bongs, and hookahs, electronic cigarettes, smokeless tobacco, vape pens, snuff, chewing tobacco and any non-FDA approved nicotine delivery device or product.
- “campus property” means any property owned, leased, occupied, operated or otherwise controlled by the University of Illinois Springfield, including but not limited to academic and auxiliary buildings, classrooms, laboratories, residences, residence halls, elevators, stairwells, restrooms, roofs, meeting rooms, hallways, lobbies and other common areas, conference facilities, athletic complexes and facilities, exterior open spaces, shuttle buses, shuttle bus stops, University-owned parking lots, driveways, loading docks, University-owned streets, sidewalks and walkways.