

# ENGINEERING

SUMMER ACADEMY at PENN

**PLEASE NOTE THE ESAP DUTY PHONE NUMBER: 215-205-7087**

**\*call this number if you need to reach staff on move-in day; the ESAP office will be CLOSED and email will not be checked\***

Participant Arrival Information for  
**Harnwell College House**  
 3820 Locust Walk, Philadelphia, PA 19104  
 Front Desk: 215-898-5256

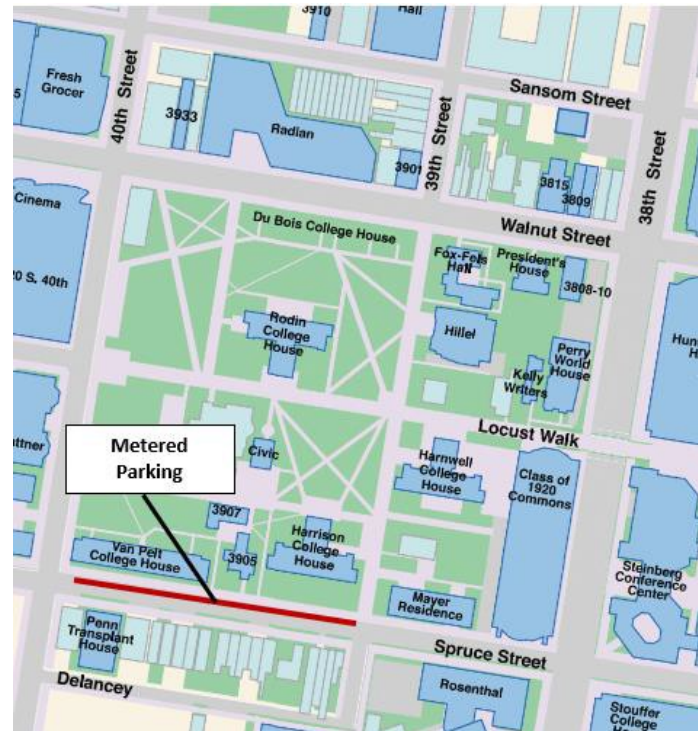
## Arriving on Campus

We look forward to welcoming you to campus for this year's Engineering Summer Academy at Penn! **Check-in will be on Sunday, 7/2 from 2:00-4:00 PM, with Student Orientation beginning at 5:00 PM.**

Program participants must plan to remain through 6:00 PM on the final day of the program, Friday, July 21<sup>st</sup>. Students are then free to check out (after 7:00 PM) or, if their travel arrangements allow, they may stay until Saturday, July 22<sup>nd</sup>. All students must be checked out of the dorms by 11:00 AM on 7/22. There are no exceptions. You should have indicated the day/ time of your child's departure on the Travel Information Form.

In order to ensure that your move-in runs as smoothly as possible, our Hospitality Services staff has provided the following information and tips:

Travel West on Spruce Street to 39<sup>th</sup> Street. There are meters on both sides of the street and you may sign out a cart at the front desk of the building should you need to unload your vehicle. A licensed driver must stay with the car at all times while it is in the unloading zone. Due to the high volume of students moving in for the programs, cars will only be allowed to stay in the unloading area to unload belongings at which point cars must be moved to one of the on-campus parking garages or metered street parking, if available. Walk north on 39<sup>th</sup> Street the high-rise building on your right side is Harnwell College House.



**Checking In:** To check in and receive your keys and ID card, go to the check-in table located at the front of Harnwell College House. ESAP staff will also be set-up outside in front of the College House. Please visit this table to complete your check in process. In order to access the residence hall you must swipe your ID card and enter the access number given to you at check in. If at any time you should forget your access number see the desk attendant at the Information Center.

**Checking Out:** To check out, return your keys and Penncard ID to the front desk.

**IMPORTANT: ALL KEYS MUST BE RETURNED AT MOVE-OUT.**

**If a room key is not returned there will be a \$200.00 charge for a core change. This also applies to keys turned in after departure (they are considered "lost").**

## Traveling to Campus

If you are arriving to Philadelphia International airport or 30<sup>th</sup> Street Station (train or bus) between 9AM and 4PM on 7/2/17, ground transportation will be provided (unless you indicated otherwise). ESAP staff will be waiting in the baggage claim area for arriving students. They will be wearing TEAL ESAP t-shirts and holding signs that say "ESAP"- please look for them.

### From the Philadelphia International Airport

**SEPTA Airport Express Train:** The Airport Express Train leaves 9 minutes after every half hour, and will take you to either the University City Station on Convention Ave or to 30th Street Station. The fare is \$8.00 and the ride takes 18 minutes to the University City Station.

**Cars, Taxis and Limousines at the Airport:** A metered taxicab costs about \$30.00 and the ride takes about 20 minutes. The fare is \$12.00 and the ride takes about 20 minutes. Tip not included.

### Arriving by Amtrak or SEPTA trains @ 30th Street Station

All Amtrak Northeast Corridor trains and all SEPTA Regional trains stop at the 30th Street Station.

- A metered cab costs about \$8 including tip and the ride takes about 5 minutes.
- The SEPTA No. 30 bus runs from the station to campus. The fare is \$2 and exact change is required. The ride takes 8 minutes and stops at Civic Center Boulevard & University Avenue.
- From 30th St Station, one may take the R1, R2 or R3 railroad lines, the distance of one stop, to the University City Station.

### Driving : GPS Address - 3900 Spruce Street, Philadelphia, PA 19104

**From the Northeast:** Take the New Jersey Turnpike to exit 4 for Route 73 North. Proceed on Route 73 North to I-295 South. From I-295 South, take exit 26 of I-76 West. Cross over to Philadelphia via the Walt Whitman Bridge. This section of I-76 is also called the Schuylkill Expressway. Take exit 346A for South Street, and turn left onto South Street to enter campus. Note: Exit 346A is a LEFT LANE EXIT.

**From the Northeast Extension, Pennsylvania Turnpike (I-476):** Take the Pennsylvania Turnpike Northeast Extension, South to the PA Turnpike, East-West Interchange. Remain on I-476 (The PA TP, northeast extension portion of I-476, terminates at the PA TP east-west interchange). Continue on I-476 South, approximately 3.6 miles to Exit 6, I-76 East (Schuylkill Expressway). Take I-76 East approximately 12.6 miles to Exit 346A, South Street, which EXITS ON THE LEFT. Turn right onto South Street to enter the campus.

**From the Northwest:** Take the Pennsylvania Turnpike to Exit 24, Valley Forge Interchange. Take I-76 East (Schuylkill Expressway) approximately 17 miles to Exit 346A, South Street, which EXITS ON THE LEFT. Turn right onto South Street to enter the campus.

**From the North:** Take I-95 South to I-676 Westbound toward Center City. From I-676 exit in less than two miles taking "exit only" ramp towards the airport marked I-76 East. Proceed less than a mile to Exit 346A, South Street, which EXITS ON THE LEFT. Turn right onto South Street to enter the campus.

**From the South:** Take I-95 North to Exit 13 signed "291 West to I-76". Follow 291 West across (Platt) Bridge to 26th Street, which leads directly onto I-76 West. Take I-76 West 3 miles to Exit 346A, South Street, which EXITS ON THE LEFT. Turn left onto South Street to enter the campus.

## WHAT TO PACK

Philadelphia weather in the summer is usually quite warm, often with high humidity. However, it can be cool in the dorms, classrooms, and labs due to the air-conditioning. Therefore, students should be prepared for both hot and mildly cool conditions.

Some items to consider include:

- Sweater, sweatshirt, or light jacket
- Linens (twin extra-long sheet set), including a blanket
  - Linens can be rented from Hospitality Services (please refer to Page 6)
- Pillow
- Towels
- Toiletries (**sunscreen highly recommended**)
- Desk lamp (not all rooms are furnished with overhead lighting)
- Wastebasket
- Alarm clock
- Extension cord
- Laundry supplies (detergent, bag, basket, etc.)
- Desk supplies
- Business casual outfit for Graduation Ceremony (i.e. slacks, polo shirt, skirt or dress)
- Camera
- Spending money
- Health insurance information and any prescriptions
- Immigration documentation if you applied for an F-1 visa through UPenn (passport, I-20)

In addition, for their classroom work, all students should bring:

- Notebook
- Pens and pencils
- Scientific calculator (one currently being used in HS will suffice)
- 2G USB flash (**recommended**)
- Laptops (**recommended but not mandatory**)

## LAB SAFETY

Students in the **Biotechnology**, **Nanotechnology**, and **Robotics** programs should take note of the following instructions regarding lab safety and clothing:

- Closed-toed shoes such as boots or sneakers must be worn in the lab or machine shop
- Long pants must be worn while in a lab or machine shop
- ALL jewelry must be removed when working on the machines in the machine shop (Robotics)
- Long hair must be tied up when working in the labs (especially in the machine shop)

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## LIVING ON CAMPUS

### NUMBERS TO KNOW

<b>ESAP Administrative Office (M-F, 9-5 ET):</b>	<b>215-898-0053</b>
<b>ESAP Residential Staff on Duty (24/7):</b>	<b>215-205-7087</b>
<b>Penn Police/ Emergencies (24/7):</b>	<b>215-573-3333 -or- 511</b>
<b>General Line (M-F, 9-5 ET):</b>	<b>215-898-7297</b>
<b>Escort Services:</b>	<b>215-898-RIDE &amp; 215-898-WALK</b>

### HOUSING – Harnwell College House

Students will be living in the college high-rises. These are suite style spacious, air-conditioned, and safe buildings on the University of Pennsylvania campus. The second of the three skyscraper Houses to be built in the early 1970s, today's Harnwell is the home of six residential programs during the academic year: Arts House, East Asia House, the Latin American Program, Ancient Studies/University Museum, and the International Program. These residential programs embrace international and cultural distinctiveness and give the House a feel all its own. Harnwell has its own public facilities, including lounges and laundry facilities.



Each ESAP resident is supplied with a bed, desk, chair, and dresser. Additional room furnishings vary depending on the type of room. The dorm rooms are spacious but sparsely furnished, so bring along any comforts of home that you find indispensable. In all the college houses, safety is of the utmost importance. Security staff members are stationed at the entrances around the clock. Building access is controlled by trained security personnel 24 hours a day and requires a valid PennCard to enter. Each year, the University of Pennsylvania has been consistently ranked as one of the nation's safest universities.

To check-in during move-in day, look for program staff at the Harnwell unloading zone via 39<sup>th</sup> and Spruce Streets. Each ESAP participant should bring a photo ID and will be issued a room key, dorm key, and official PennCard by Hospitality Services staff. Students will be responsible for charges related to lost PennCards, room damages, and lost keys (**keys that are turned in late are considered "lost"**). If guests are helping to move students in please make sure they have photo ID in order to gain access to the dorm, and guest passes must be carried at all times.

Room assignments are made by the university's Hospitality Services. Rooms are generally grouped by course and roommates are randomly assigned. Each student is assigned to a Residential Teaching Assistant (RTA) that lives on their dorm floor and supervises them during the duration of the program.

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## ROOM REFRIGERATORS

Room refrigerators are available for rent through Micro-Fridge at a one-time fee of \$85.00 (please see the Micro-Fridge form for details). All major credit cards are accepted. All orders will be delivered directly to the rooms and room #'s are provided after you arrive on campus. **Ordering information can be found on Page 7.**

**\*\*\*Some of the dorm rooms are already equipped with microfridges. However, since the room assignments are not given until the students arrive on campus, we ask that you wait until the students move into the dorms to determine whether you want (or need) to place an order for a microfridge\*\*\***

## MEALS

All on-campus meals are covered in the student's program fee and accessible via their Penncard. Distributed during check-in, students may use their Penncard at designated food-service venues on campus that provide a variety of menus and dining environments. Residential program staff will review meal plan details with the students at the start of the program. Students with dietary restrictions will have access to gluten free foods and kosher foods (although options may be limited due to the summer dining schedule). There are a number of restaurants on campus, as well as a 24 hour supermarket (Fresh Grocer) across from the dormitories.

**Special Dietary Requirements:** Although we provide dietary information to Hospitality Services to ensure that your dietary needs are met (within the dining halls and with the boxed meals for field trips), we would also like to provide the contact information for the nutritionist from our dining services. If necessary, he will be able to discuss your individual dietary needs and assist you with learning how to choose the proper foods in our dining locations- this is particularly important for those students with allergies. Please contact him if you have any questions or concerns:

Daniel Connolly  
Bon Appetit Management Company  
[Daniel.Connolly@cafebonappetit.com](mailto:Daniel.Connolly@cafebonappetit.com)

## MAIL SERVICES

**PLEASE NOTE: Mail/ packages should NOT arrive before the students arrive on campus (7/3/17).** It is essential that the resident's registered full name appear on the box, or mail may be returned to the sender.

**Harnwell College House**  
John/Jane Doe  
c/o ESAP  
3820 Locust Walk  
Philadelphia, PA 19104

Valuable or important items should be sent via USPS registered, certified, or express mail, in which some form of signed receipt is necessary. Valuables should be insured. We cannot always guarantee immediate delivery of express mail because once express mail reaches the University; it must then be processed by the University Mail Services, prior to delivery to the residence halls. It is suggested that overnighted mail or packages be shipped via FedEx, DHL, or UPS.

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## LAUNDRY AND LINENS

There are free laundry facilities available in the dorms. Students must supply their own detergent and laundering materials. Rooms are NOT furnished with linens or pillows, which must be supplied by the student (twin, extra long). For a one time, flat rate of **\$105.00** you can rent a linen pack consisting of:

- 1 XL twin sheet set (1 flat sheet, 1 fitted sheet, 1 pillow case)
- Blanket
- Pillow (the pillow will be yours to keep)
- Bath towel
- Hand towel
- Wash cloth

Please use the link below to place your orders. Please note that a log in ID and password must be created in order to proceed with your order. Copy and paste the URL below:

<https://upenn.irisregistration.com/Form/ESAPlinen2017>





## Summer Rentals

\$85.00

Call 800-525-7307  
To place your order

All major credit cards accepted!

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## VISITATION POLICY

**Students are not permitted off campus for non-program activities.** ESAP is a rigorous academic program with a significant amount of group activities and projects in the evenings and on weekends. Out of fairness to all students, each ESAP participant agrees to remain available and on campus to take equal responsibility for their group work.

In addition, for security reasons, please do not place your child or ESAP in a difficult position by sending siblings, relatives or friends to take students off campus without notice. Parents are welcome to visit students when on campus. However, please bear in mind that students participating in ESAP are generally in class or the lab during the weekday and attending off-campus program activities on weekends and evenings.

We highly recommend NOT taking your child off campus for overnights. If for any reason your child must leave campus, a written request must be sent **at least 3 days in advance** to [esap@seas.upenn.edu](mailto:esap@seas.upenn.edu), and copied to our Residential Director, Nicholas Allen: [niallen@gse.upenn.edu](mailto:niallen@gse.upenn.edu). Please explicitly state the following in your request:

- Student's full name
- Course in which he/she is enrolled
- Parent or guardian's name and phone number
- Individual (full name) who will be accompanying the student on and off campus
  - his/her relation to the student
- Time AND location of pick up and drop off
- Reason for the request.

If visiting the residence hall, all visitors must register at the front desk with campus security when you arrive.

**Only parents and relatives may visit the dorm rooms with the student.**



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*You are cordially invited to a celebration of student achievement!*

**Engineering Summer Academy at Penn**  
**Graduation Ceremony**

**Friday, July 21<sup>st</sup>, 2017 at 4 o'clock**

*Reception immediately following in the Penn Fencing Center (2<sup>nd</sup> Floor)*

**Tse Sports Center (Hutchinson Gynasium)**

Rockwell Gymnasium  
219 South 33rd Street  
Philadelphia PA, 19104

For directions click [here](#)

**Students may invite up to TWO guests only**  
**If you plan to attend, please click below to RSVP by Friday July 7th:**

**[RSVP HERE!](#)**

*\*Some courses may have student presentations scheduled prior to the graduation ceremony. Further details will be provided in July.\**