

INTRODUCTION

THIS AGREEMENT specifies the terms and conditions of a student's participation in Augsburg College's StepUP Program and his/her residence as part of that program. By signing this contract, you acknowledge that you have read and understand its terms and agree to abide by the StepUP Program policies and expectations outlined below. Failure to comply with the policies and expectations of the StepUP Program will result in disciplinary action or dismissal from the program and eviction from the Floor or the StepUP Townhouse. Augsburg College reserves the discretion to revise, amend or change the terms of this Agreement at any time without notice in accordance with the best interests of Augsburg College and/or the StepUP Program.

PARTICIPANT AND PROGRAM GOALS

The StepUP Program is a voluntary program offered by Augsburg College to assist students in their recovery from chemical dependency. Acceptance into the StepUP Program is separate from admission to the College; admission to or continued acceptance into the College is not contingent upon, nor does it guarantee, admission to or continued acceptance into the StepUP Program.

By choosing to participate in the StepUP Program, you recognize that the support the program provides is essential to your efforts to sustain recovery while undertaking the academic challenges of a rigorous liberal arts curriculum. You agree to the terms and conditions of the StepUP Program knowing that the program benefits you by enhancing your ability to achieve academic success, complete degree requirements, and sustain recovery.

COMMITMENTS

I understand that the expectations and requirements outlined in this contract will be enforced. This means that I will be subject to appropriate discipline, as determined by the StepUP Program staff. The undersigned Participant accepts Augsburg College's offer of enrollment in the StepUP Program and agrees to abide by the following terms and conditions of participation.

As a member of the StepUP Program community, I will:

1. Attend AA/NA meetings at least twice each week.
2. Attend my home group once each week.
3. Develop a strong, honest relationship with my sponsor.
4. Adhere to the AA legacy of honesty, open-mindedness, and willingness.
5. Attend all mandatory StepUP Program meetings, retreats and activities and keep Monday evenings open for Circle meetings 5:00-6:00pm and Floor Meetings 6:15-6:45pm.
6. Attend weekly meetings with the StepUP Program Staff.
7. Fully participate in regular cleaning of my House.
8. Treat others respectfully and use proper boundaries in honoring the privacy and confidentiality of others.
9. Support the StepUP Program students and hold them accountable to the policies of the StepUP Program Contract.
10. Contribute to maintaining a positive sense of community within and outside of the StepUP Program. I am aware that my behavior on and off campus is a reflection of the StepUP Program and I will subsequently conduct my day to day activities with honesty and integrity.
11. Turn in all assignments on time and attend meetings with my StepUP Academic Skills Coordinator and/or CLASS Specialist, if required, to assist my efforts toward academic success.
12. Not visit high-risk environments (i.e. bars, places where alcohol and/or illegal drugs are present). After one year sobriety and one semester in StepUP, I can discuss this with the my counselor.
13. Not visit strip clubs or casinos or gamble. There will be no exchange of money between students for gaming.
14. Be on time for classes, appointments, and commitments, unless medical conditions make it impossible.
15. Not enter into a romantic and/or sexual relationship with another StepUP Program student unless BOTH have one year of recovery and have completed **one** semester in the StepUP Program.
16. Take responsibility for my sexual health and to engage in safe and appropriate sexual practices at the appropriate time in my recovery.
17. Not initiate/continue/engage in a romantic relationship with a known alcoholic or addict who has relapsed.
18. Not be involved in the access of alcohol to minors, be it sales, possession or distribution. I am prohibited from assisting in the relapse of an individual known to be chemically dependent or alcoholic. I will also not involve myself in any transaction in which illegal drugs change possession.

The StepUP Program Student Contract Sobriety and Medical Disclosure Requirements

19. I take responsibility for my own recovery. I am responsible for securing and keeping appointments and for maintaining ongoing mental health care relationships with psychologists, therapists, or psychiatrists when therapy and medication have been recommended as a part of a recovery plan. I will not use or possess mood-altering substances (either on or off campus) not directly prescribed for me by a physician. Mood-altering substances include any compound, mixture or substance containing any of the following, regardless of purity:
- Alcohol, including distilled spirits, wine, malt beverages and intoxicating liquors;
 - Nonalcoholic beer and wine;
 - Marijuana; cocaine, in whatever form;
 - Narcotic drugs, including opium, opiates, codeine and morphine;
 - Controlled stimulants, including amphetamine and methamphetamine;
 - Controlled depressants, including amobarbital and pentobarbital;
 - Over the counter diet pills and herbal supplements;
 - Anabolic steroids, stimulants (i.e. oxy cut, nitro tech) which have been major precursors for relapse;
 - Any hallucinogenic substances; and/or
 - Any preparation, which is chemically equivalent or identical with any of the previously listed substances; any preparation that is equivalent with or identical to any of the previously listed substances in its effect and potential for abuse;
 - Any drug paraphernalia, including hookahs which may reflect old behavior and lack of willingness;
19. I will not enable others in the StepUP Program to use; I commit to not assisting, enabling or encouraging another StepUP Program student to use, or to assist by my action or inaction another participant to conceal his or her use. If I learn or suspect that a StepUP Program student has relapsed, I will:
- ❑ **Immediately contact my Counselor, the StepUP Program Director, another member of StepUP staff or my Floor Manager to notify him/her that I have knowledge that a StepUP Program student has relapsed.**
 - ❑ **Understand that failure to report a StepUP student who is suspected of using or who is using a mood- altering substance not directly prescribed by a physician will be subject to sanctions as determined by the StepUP Program Review Board and/or the StepUP Program Director;**
20. I will disclose my status as a recovering addict/alcoholic at my first meeting with any physician.
21. I will notify my Counselor of my medications and changes in my medications.
22. I will remain medication compliant, following doctor's orders as prescribed.
23. I will keep such substances in their original pharmacy containers stored in my room and out of sight of others, and will use my medications ONLY in the manner prescribed by my physician.

Alcohol and Other Drug Testing Policy and Procedures

24. My commitment to sobriety is fundamental to my success in the StepUP Program.
- If I am new to the StepUP Program, I will complete a urinalysis prior to moving in to StepUP Program housing, under direction of the StepUP Program staff.
 - As a returning student, I will complete a urinalysis at the beginning of each new term.
 - I also understand that I may be randomly tested for alcohol and other drugs, at the sole discretion of my StepUP counselor, while I am in the StepUP Program. A positive result will require immediately eviction from the StepUP Program.
25. **Reliability and Fairness Safeguards:** If I consent to drug or alcohol testing under this policy, Augsburg College will use a licensed, accredited or certified laboratory that follows reliable chain-of-custody procedures. The laboratory will disclose test results by written report, which indicates the drugs, alcohol, or metabolites tested for and whether the test produced negative or positive test results. The laboratory will also retain and properly store for at least six months all samples that produced a positive test result. I understand that in order to ensure the reliability of test results, a laboratory employee may monitor me while

I am providing the sample to submit for testing. If I dispute a positive test result, I will remain at the testing facility until a second test has been administered.

26. **Privacy Safeguards:** If I consent to drug or alcohol testing, the test result data regarding the presence or absence of drugs, alcohol or their metabolites in the tested sample will only be disclosed to Augsburg College. Test result reports and other information acquired in the drug and alcohol-testing process are private and confidential information that will only be disclosed to Augsburg College and those individuals listed in item 43 of this contract.
27. Before undergoing drug testing, I agree to list any over-the-counter or prescription medications recently taken and disclose other information relevant to the reliability of, or explanation for, a positive test result.
28. I understand that I have a right to request and receive from Augsburg College a copy of my test result report on any drug or alcohol test.
29. I understand that a positive test result or an adulterated urine sample will result in immediate eviction from the StepUP Program.

Floor House Residence Requirements

30. I understand that the Floor Manager is responsible for maintaining the policies of the StepUP Program as well as all policies as determined by the Director of the StepUP Program and the Leadership Team. I will be respectful of his/her responsibilities and cooperate in the carrying out of these responsibilities.
31. I will be familiar with Residence Life Guidelines and comply with the policies contained therein.
32. I will do my share to keep common areas neat and clean. Recognizing that others live in these spaces with me, I will immediately clean up any of the common areas I use. I agree to participate in and to follow the Community Agreement, which sets down the residents' policies for maintaining community areas.
33. If I live with a roommate, I will work with my roommate to create a Roommate Agreement in which we discuss expectations and agree upon the requirements for living in the room.
34. All community furniture within the StepUP Program floor houses is provided by donations from families and foundations. The StepUP Program students are responsible for breakage damages. Should no student(s) come forward, the damage fees are equally divided among the persons living on the floor where the damage occurred. All such charges are added to the appropriate student account(s) through the Augsburg Enrollment Center and processed by the manager of student accounts.

The StepUP Program Student Leadership

35. **The Leadership Team** consists of a Facilitator of Student Government, Governing Board, Review Board, and Floor Managers. Student leaders are chosen for their ability to maintain priorities of StepUP and the ability to make good decisions. They are expected to demonstrate the desired behaviors and reflect the values and of the community. Student leaders serve as role models for new students and are expected to adhere to the Contract at a high level. The strength and integrity of the community as an arena for social learning depend on the number and quality of its Leadership Team.
36. **The StepUP Program Governing Board:** I understand that students are selected by the Director to sit on the StepUP Program Governing Board. Students apply and are selected to represent standards of recovery and academic success, herein defined as a GPA of 2.5 or higher. The Governing Board reviews the policies of the StepUP Program and makes decisions in conjunction with the StepUP Program Director involving the everyday operations of the StepUP Program.
37. **The StepUP Program Review Board:** I understand that students are selected by the Director to sit on the StepUP Program Review Board. Students apply and are selected to represent standards of recovery and academic success, herein defined as a GPA of 2.2 or higher. I understand that I am required to appear before the StepUP Program Review Board should I receive three or more write-ups in any one semester. The maximum number of allowed write-ups are as follows:

Fall Semester = 3

Spring Semester = 3

Summer Sessions combined= 3

A probationary period (no write ups for the first 2 weeks) will be put in place for first semester StepUP students to ensure their success. During this period, first semester students will be brought promptly in front of the Review Board if they are struggling with following rules or refusing to comply with what staff, peers or floor managers ask of them.

The StepUP Program Student Contract

Upon entry into StepUP, each new student will go over the StepUP contract with a current student, who will explain all of its components.

A Write-up will result from any of the following:

Examples include but are not limited to not doing dishes, failure to be present at weekly cleanup meetings or circle meetings, failure to complete weekly job assignments, consistent involvement in situations that negatively affect the emotional wellbeing of community/floor members, failure to attend AA meetings, failure to have a sponsor or to actively pursue a close, honest relationship with a sponsor, and repeated absenteeism from class.

38. I **will be** evicted should I engage in any of the following:

- relapse;
- use of prescription medications in a manner other than prescribed;
- any use or possession (whether on or off-campus) of mood-altering substances not directly prescribed for me by a physician;
- refusal to submit to a drug and alcohol test after being asked to do so by the Director, Assistant Director or Case Manager;
- acts or threats of violence against persons or property; possession of weapons or firearms;
- continued violations of the Contract after being placed on probation by the Review Board;
- harassment, whether physical, emotional or sexual;
- illegal or dangerous sexual behavior;
- theft, or destruction of another person's property;

39. I **may** be evicted for any of the following behavior:

- a romantic and/or sexual relationship with another StepUP Program student if either of us has less than one year of recovery and less than one semester in the StepUP Program.
- behaviors resulting in three write ups;
- failure to appear before the Review Board when called;
- other behaviors that violate the Augsburg College "General Policies," as outlined in College publications;
- behaviors not consistent with one's recommended on-going recovery plan (If you do not have a recovery plan on file in the StepUP Program office, you must meet with a chemical dependency professional to develop one.); failure to secure, keep appointments, and maintain ongoing care relationships with psychologists, therapists, or psychiatrists when therapy and medication have been recommended as a part of a recovery plan.
- participation in any of the sexual behavior restrictions (See page 7, section B, #10, the StepUP Program Student Manual.);
- repeated absenteeism from any or all of your classes and/or frequent failure to hand in assignments to the point that your grade is negatively affected;
- compulsive behavior detrimental to recovery;
- failure to resolve probation guidelines.

40. I understand that sanctions for violations of the StepUP Program rules and expectations outlined in this agreement are determined by a majority vote of members of the StepUP Program Review Board.

41. If I am dismissed from the StepUP Program by the StepUP Program Director, I understand and agree that:

- a. I must vacate my space on the Floor or House within the amount of time stated by the Director.
- b. **My Residence Life Contract will be rescinded. I will forfeit my housing deposit. If evicted, I will be responsible for the entire cost of my contract, as determined by Residence Life.**
- c. Augsburg College will not be obligated to reassign me to alternative on-campus housing.
- d. I will not be allowed to enter any StepUP Program Floor House or Townhouse until my eviction is officially rescinded. If evicted, after 30 days of consistent sobriety, I may make written petition to the Vice President of Student Affairs who will in turn notify my of his/her decision.. Should I enter a StepUP Program Floor or House without the permission of the Vice President of Student Affairs after being evicted I will be required to immediately leave the StepUP Program Floor or Townhouse or be subject to prosecution by Augsburg Campus Safety and Security for trespassing.



January, 2007

The StepUP Program Student Contract

- e. **Exit Interview:** I will attend the required Exit Interview, at which time I will meet with my Counselor, Sarah Griesse the Assistant Dean of Student Affairs and, if appropriate, a Residence Life staff member. The Assistant Dean of Student Affairs (or the designate), will participate in the Exit Interview to assist in my transition from the StepUP Program community to the general Augsburg College community. **I may also bring a personal advocate of my choosing.** I will schedule the Exit Interview no later than seven (7) working days following my eviction from the StepUP Program.
 - f. I understand that if I am dismissed, the StepUP Program Staff may discuss any concerns they feel urgent with the Augsburg Counseling and Health Promotion Staff to assist in helping me find additional support
42. I understand that as a participant in the StepUP Program, **I am prohibited from inviting to the StepUP Program Floor or Townhouse any individuals who are intoxicated or under the influence of alcohol or other mood altering drugs or former StepUP Program student who has specifically been prohibited from being on the Floor or in the Townhouse by the Director.**
43. I give permission to my Counselor and StepUP Director to share information about my general recovery and academic progress with my parent(s)/guardian(s), sponsor, professors, and, if applicable, probation staff. This agreement is in force up to fourteen working days after leaving the StepUP Program.

SIGNATURE (required):

IN WITNESS OF THE ABOVE TERMS AND CONDITIONS OF THE StepUP Program, the undersigned has caused this Agreement enrolling the Participant in Augsburg College's The StepUP Program to be executed as of this _____ day of _____, 20____.

Date month year

PARTICIPANT: _____

SIGNATURE of StepUP Program student *PRINT name here*