

INFORMATION FOR DELEGATES TO PALMETTO GIRLS STATE

1. **Arrival time is 9:00 A.M. – 12:00 P.M. (noon) on Sunday, June 7, 2009.** Please observe these arrival times.
2. **Delegates are not allowed to have personal cars at Palmetto Girls State.** Delegates and their families are responsible for arranging transportation to and from Columbia College. Please observe the times for registration on Sunday, June 7 and the time to depart campus on Saturday, June 13. (See paragraphs 1 above and 5 below.)
3. Room assignments will be mailed to all delegates on or before June 1. The letter designation in each room assignment corresponds to a dorm. Delegates will register in the lobbies of their respective dorms on Sunday, June 7. Please consult the campus map included in these materials for the location of the various dorms and for directions to the dorms.
4. On arrival day, parking will be monitored in the areas in front of the dorms. Cars may only park in front of the dorms in order to unload luggage at designated areas in front of each dorm. Registration will be set-up in the lobby of each dorm. After dropping off luggage, delegates should proceed into their assigned dorms to register. If parents must park and leave cars for any reason, cars must be moved away from the front of the dorm. There is no extended parking in front of the dorms. Family members should ascertain that delegates have all necessary registration materials, fees, and belongings and then should make their good-byes. Good-byes with family should be made quickly, and then family should leave to clear the way for other arrivals.
5. On Saturday, June 13, 2009, delegates will be dismissed to leave after the assembly and ceremony. This should be at approximately 11:45 A.M. Please arrange to depart campus no later than 1:00 P.M.
6. Delegates are expected to remain in attendance at PGS for the entire week. However, some delegates may seek permission to leave early. Permission to leave early should be requested and obtained prior to arrival at Girls State on Sunday, June 7. Please be advised, however, that the Constitution of Palmetto Girls State provides in Article VIII that “Each citizen **completing the course of study and activities** of Palmetto Girls State shall receive a Certificate of Merit and a charm.” (Emphasis added.) Therefore, charms and certificates are awarded at the end of the program to those delegates who are present to receive them at the graduation ceremony on Saturday, June 13.
7. **Please clearly mark all bags, suitcases, cosmetic cases, etc. with name and address.** Luggage will be deposited at the luggage drop areas in front of each dorm. After registration, each delegate is responsible for moving her luggage from the luggage drop area in front of the dorm to her room. However, many bags and packages look alike and could be picked up by mistake. If items are not marked with a delegate’s name, it may be impossible to determine the correct owner or items.
8. **Visitors are not allowed at Palmetto Girls State.** We follow a tight schedule at Palmetto Girls State. We have neither the time nor the space for visitors (this pertains to both family and any other persons who may want to visit). Please do not “drop by” to see your daughter or encourage others to do so. We appreciate your understanding and cooperation in this regard.
9. Should someone need to deliver a package to a delegate, the package or delivery should be delivered to the Palmetto Girls State office located on the first floor of Asbury Hall. Please make sure that the delivery is clearly marked with the delegate’s name, and if known, her room assignment. The office personnel will contact the delegate to let her know she has a package. Do not make deliveries directly to the dorm and please do not try to arrange to meet with the delegate.
10. **Only participants of Palmetto Girls State (delegates, counselors, and staff members), designated staff or officials of Columbia College, or a person or persons with the permission of the Director are allowed in the dorms during time Palmetto Girls State is in session.** Violation of this policy may result in dismissal from Palmetto Girls State.
11. Phones are available in each dorm room. Delegates may make local, collect, or credit card calls from their rooms. Delegates will be provided with telephone numbers after arrival. Please inform potential callers not to leave messages on any voice mail service which may be activated on the phone, as we do not have access codes to retrieve messages from the voice mail system.
12. Meals will be provided in the dining hall. In addition, snacks are available from vending machines. You may want also want to bring snacks for nightly sessions with friends. However, take out food deliveries are not allowed. This applies to deliveries from take-out places or from friends or family. Parents please respect our position in this regard.
13. **Do not bring valuable or irreplaceable items such as jewelry, iPods, laptops, etc. Neither Palmetto Girls State nor Columbia College assumes responsibility or liability for lost or missing items.** Also do not bring large sums of cash. Please exercise discretion with any sentimental items. If in doubt, leave the item at home. While we urge everyone to keep their rooms locked, there may be times when you leave your room open. The best safeguard is to leave valuables at home.
14. **REMEMBER THE \$25.00 REGISTRATION FEE AND \$25.00 ROOM KEY/DORM ACCESS CARD DEPOSIT.** Please bring the exact amounts in cash– i.e. two (2) twenty dollar bills and two (2) five dollar bills. These fees must be accounted for separately and

must be maintained separately. Cash is required because checks or money orders require additional work and time on our part. The Room Key/Dorm Access Card deposit will be returned on Saturday when the room key and dorm access card are returned. If the room key or dorm access card or both are not returned on check-out on Saturday, June 13, then the delegate not returning these items is responsible for paying the charges levied by Columbia College to cover the costs of replacing the dorm access card or of changing the lock to the room. If both the room key and dorm access card are lost or not returned, the delegate is responsible for the additional amount of money that Columbia College requires to replace the room lock and the dorm access card.

15. During the week, we schedule Talent/Stunt night. Come prepared to participate. This is a time to share your talents. However, due to the number of participants, acts are limited to 2 minutes each. Remember to bring any items you may need for your talent/stunt/skit.
16. Each delegate will be provided two (2) Palmetto Girls State T-shirts (white with blue lettering) for use during the week and one T-shirt designating her party affiliation for the week (either yellow or blue). Additional, T-shirts and souvenirs will be available for purchase in the PGS Store. T-shirts range in price from \$10.00 – \$20.00. Other items available in the store may include sweatshirts, baseball style caps, visors, tote bags, and other souvenirs.
17. Please read the Palmetto Girls State Pledge before signing. Each delegate is expected to abide by the pledge as it is written. **PLEASE REALIZE THAT VIOLATION OF THE PLEDGE OR OF THE RULES OF PALMETTO GIRLS STATE MAY RESULT IN DISMISSAL FROM PALMETTO GIRLS STATE. ADDITIONALLY, VIOLATION OF THE RULES OF COLUMBIA COLLEGE OR DAMAGES TO PROPERTY OR ANOTHER'S BELONGINGS MAY RESULT IN DISMISSAL FROM PALMETTO GIRLS STATE.**
18. PLEASE BE ADVISED THAT COLUMBIA COLLEGE AND PALMETTO GIRLS STATE RESERVES THE RIGHT TO ENTER ROOMS AT ANY TIME FOR PURPOSES OF MANAGEMENT, SAFETY, HEALTH, AND MAINTENANCE, OR TO ENSURE COMPLIANCE WITH APPLICABLE RULES AND REGULATIONS. Please be further advised that Palmetto Girls State supports Columbia College in this regard and will assist Columbia College as needed. **Possession of (1) fireworks, firearms, air guns, other weapons (knives, daggers, etc.) or (2) illegal drugs or alcohol are prohibited and will result in immediate dismissal from Palmetto Girls State.** Columbia College has a smoking policy and violation of that policy will result in immediate dismissal from Palmetto Girls State. ALL dorm rooms at Columbia College are non-smoking rooms. Smoking in the dorm rooms will result in immediate dismissal from the program. Also no candles, incense, or other flame producing or flammable materials are to be used in the dorm rooms. Violation of this provision could result in dismissal from the program.
19. Each person in attendance at Palmetto Girls State is responsible for her own actions. Any damages caused to Columbia College property, or Palmetto Girls State property, will be assessed to the party(ies) causing such damage. Intentional acts causing damages to property could result in dismissal from the program.
20. Palmetto Girls State will have a staff member available for simple “nursing” duties, such as band-aids, aspirin, and Pepto-Bismol. We will also rely on “doctor’s care” facilities or a local hospital’s emergency room. All costs and charges incurred for medical care or medical treatment are the responsibility of the delegate’s parent(s) or guardian(s).
21. **DRESS CODE: Throughout the week we have numerous dignitaries who visit Palmetto Girls State. All participants are expected to adhere to proper dress and the dress code. For normal daily activities, delegates are expected to wear a white Girls State T-shirt with appropriate skirt, slacks, skorts, or shorts. Some activities will require a dress or suit. Please refer to the “Checklist of Needed Items” for specifics on what to bring. Dresses (when appropriate), slacks, skirts, skorts, and shorts must be neat and of the length stated herein. The hem of dresses, skirts, and skorts, must be at least one inch below the fingertips when standing naturally with the arms by the side. Shorts must be knee-length. (NOTE: This means that shorts must be to the knee; this means that the hem of the shorts are well-below the fingertips. Bermuda shorts are acceptable. Shorts above the fingertips or just below the finger tips are not acceptable.) Capri pants are acceptable. Short shorts, cut-offs, ragged or “holey” clothing, bike shorts, athletic shorts, nylons, jerseys, and tops with slogans or writing **are not** permitted during normal daily activities but may be worn for lounging after hours in the dorms. Additionally, please do not wear shoes with “spike” heels. (We hold many sessions in the gymnasium and do not want shoes to mar the basketball court.) Also, tattered or torn shoes and rubber flip flops **are not acceptable** footwear. PALMETTO GIRLS STATE IS A VOLUNTARY ACTIVITY AND ATTENDANCE AT THE PROGRAM INDICATES ACQUIESCENCE WITH THE RULES. FURTHER, ATTENDANCE IS A PRIVILEGE, NOT A RIGHT, AND ANYONE WANTING TO ATTEND THE PROGRAM MUST ABIDE BY THE RULES – INCLUDING THE DRESS CODE. The dress code will not be debated. This is the dress code, and it is expected that delegates will abide by this dress code. Please see the “What to Bring with You” page for further information on the dress code and acceptable clothing.**
22. Mail may be addressed to you in care of: NAME OF DELEGATE, Palmetto Girls State, c/o Columbia College, 1301 Columbia College Drive, Columbia, SC 29203. **DO NOT HAVE MAIL SENT TO THE ADDRESS ON THE LETTERHEAD.** Because mail coming into Palmetto Girls State is routed through Columbia College’s mail room, please advise anyone who may send you mail not to send anything after Wednesday, or you may not receive it.