**Sample FB Y1CBP Student Letter to be Mailed**

**Date**

Welcome to Fontbonne University! We are excited for you to join your fellow students, as well as Fontbonne University faculty and staff, in what promises to be an important first step in your development as a university scholar and a contributing member of the Fontbonne campus community. Your experience as a college student will be shaped by interactions occurring inside and outside the classroom including with the faculty you meet, the people you live with, the organizations you join and the peers with whom you socialize.

Your ability to learn and positively interact with others is enhanced when you are a member of a safe and healthy community. Because we care about your safety and the safety of your peers, we are requiring all incoming students to complete the Year One College Behavior Profile (Y1CBP), an online alcohol and other drug education program designed to help students learn about alcohol and marijuana’s effect on the mind and the body, correct misperceptions about student alcohol and marijuana use, increase awareness of protective factors, and identify strategies for intervening with a friend who has had too much to drink.

**As an incoming student you are expected to complete the Year One College Behavior Profile prior to the start of Fall 2020 classes. In the next few days you will receive an email from the office of Student Affairs, providing you with instructions for completing the survey**. The email will provide you with login instructions for accessing the online program. All survey responses are strictly confidential and will be seen only by authorized Fontbonne University personnel. You can be confident that you will not suffer negative consequences for providing truthful answers about your behavior, attitudes and/or perceptions about alcohol. So be sure to check your Fontbonne University email account soon!

Again, welcome to Fontbonne University and your life as a Freshman. Together we can maintain a safe and healthy campus for the entire student community. If you have questions or concerns, please contact Janelle Julian, Ph.D., by phone at 314-719-8057 or by email at jjulian@fontbonne.edu.

Sincerely,

Janelle Julian, Ph.D.

Assistant Vice President

**Sample Y1CBP Email to students**

**Date**

Recently you received a letter from the Office of Student Affairs, informing you of Fontbonne University’s expectation that all incoming students complete an online alcohol and other drug prevention program. The link below provides you with the instructions for complying with the college’s request. The survey takes approximately 15 minutes and must be completed by **August 22, 2021**. If the program closes before you finish the survey, you must begin the program again by clicking on the link provided below.

* You may access the Year One College Behavior Profile by clicking on the following link, INSERT HYPERLINK TO THE Y1CBP.
* Login with your ID number which can be found on the Admissions grey sheet you received during SOAR. All survey responses are strictly confidential and will be seen only by authorized Fontbonne University personnel. You can be confident that you will not suffer negative consequences for provided truthful answers about your behavior, attitudes and/or perceptions about alcohol.

Again, welcome to Fontbonne University and your life as a Freshman. Together we can maintain a safe and healthy campus for the entire student community. If you have questions or concerns, please contact Janelle Julian, Ph.D., by phone at 314-719-8057 or by email at jjulian@fontbonne.edu.

Sincerely,

Janelle Julian, Ph.D.

Assistant Vice President