

CAMPUS LIFE

PHILOSOPHY AND OBJECTIVES

The student services provided by Brewton-Parker College are designed to assist students in accepting new responsibilities and in dealing with resulting difficulties. Students are afforded opportunities for leadership and governance through the Student Government and membership on various committees of the college. Students are encouraged to develop and display their energetic creative interests and abilities through contributions to student publications, participation in musical groups, intramural and varsity athletics, dramatic productions, and variety shows. Group action and activity are further encouraged through the various social, religious, service, musical, athletic, and academically oriented clubs and organizations that are an active part of campus life.

ORIENTATION

An orientation program for freshmen and transfer students is provided to acquaint students as rapidly as possible with the services and opportunities available to them at the college and to involve them immediately in the activities of the college. The program is held immediately prior to registration each semester and all first-time Freshmen enrollees are required to participate. New students who plan to enroll any semester should check the calendar in the catalog for dates of orientation activities.

TESTING

All incoming freshmen are required to take the placement test during orientation unless they are exempted by having earned a score of 430 or better on both the mathematics and verbal sections of the SAT or ACT scores of 18 in English and mathematics. The purpose of these placement tests is to determine students' preparation for college on a standardized basis. Students who fail to achieve the required minimum score on the various placement tests will be required to enroll in Learning Assistance courses prior to enrollment in regular classes (see Learning Assistance Services). Students who do not take the placement tests will not be allowed to enroll in any courses for which a Learning Assistance course may be a prerequisite.

LIBRARY SERVICES

The Fountain-New Library is located at the foot of the hill behind Robinson Hall. Opened in 1988, the library offers both a complete and comfortable surrounding for study, research, and leisure reading. Seating for approximately 115 is available in the Reading Room. Users can study

or relax while using a variety of books, periodicals, microfilms, recordings, cassettes, and other types of audiovisual materials as well as computer resources such as the Internet and GALILEO. The library holdings are accessible through a network computer system.

Audiovisual equipment is readily available. A photocopier can reproduce material from books and periodicals; a nominal fee is charged for this service. The library includes a Special Collections room and The Morgan Gallery, which is used for exhibits and classes.

A library handbook which contains regulations for the use of the library including loan periods, fines charged for various types of materials, and explanations of the variety of systems providing access to the collection is available at the circulation desk.

At present, the library houses, 80,000 volumes in support of the college curriculum. The library staff welcomes suggestions for improvement of service to students, faculty, and the community.

HEALTH SERVICES

The infirmary is staffed by Dr. Joe Foust and Dr. Nancy Elwood. The infirmary is Open Monday through Friday. Validated BPC ID required.

COUNSELING SERVICES

The Brewton-Parker Counseling Center provides a wide variety of services for students. Services include individual counseling, career counseling, disability support services, and crisis intervention. Educational seminars are provided in the residence halls each semester on topics pertinent to college students at students' request.

The Counseling Center strives to meet the needs of all students. It is open five days a week, 8 a.m. – 5 p.m. The staff is on call after hours and on weekends. Our goal is to assist students in making their college experience a success.

The Counseling Center is located in the Cook Building on the Mount Vernon campus. Students can access our services by calling 912-583-3219 or 1-800-342-1087, ext. 219.

DISABILITY SUPPORT SERVICES

The Director of Counseling Services works to serve students with disabilities by providing appropriate accommodations for students on an individual basis. Eligibility requirements are listed below.

Students must provide the Director of Counseling Services testing results from a professional diagnostician. The testing must have occurred **within the last three years**. The test results must include a diagnosis and the type of modifications that are appropriate for a college setting. Students who are eligible for disability support services must meet with the

Director of Counseling Services at least once a semester to discuss their needs and program.

Brewton-Parker College does not waive academic requirements due to disabilities.

Disability Support Services is a division of the Counseling Services located in the Cook Building on the Mount Vernon campus. Students can access our services by calling 912-583-3219 or 1-800-342-1087, ext. 219.

CAREER SERVICES

Career Services provides assistance to students and alumni in planning, reviewing and implementing career goals. Various career-related resources are available on the Internet and in the Career Center. Freshmen students are strongly encouraged to visit Career Services during their first semester to learn more about exploring careers and building resumes.

Career Services can provide assistance with activities such as choosing a major, exploring career options, locating part-time, full-time and summer employment, creating and revising resumes, and improving interviewing skills. Career assessment tools may also be utilized as determined by each individual's needs.

Career Services is a division of the Counseling Services located in the Cook Building on the Mount Vernon campus. Students can access our services by calling 912-583-3219 or 1-800-342-1087, ext. 219.

TUTORIAL SERVICES

The Brewton-Parker College Tutoring Program offers free tutoring to students in introductory math and English. Other tutoring is available by special request. Most tutoring is conducted by appointment and is primarily one-on-one. Tutors are students who have been selected on the basis of outstanding academic achievement, faculty recommendations, and ability to relate to other students. For more information, contact Vicky Conner at 912-583-3114 or write to her at BPC Box 2126.

Missionary-in-Residence Program

The Missionary-in-Residence Program at Brewton-Parker College provides for the interaction between students and a missionary serving through the International Mission Board of the Southern Baptist Convention. Individuals who serve as Missionaries-in-Residence will be chosen in accordance with stated policy.

The Missionary-in-Residence will interact with students through campus activities, student life, and classroom lectures. In addition to providing an example of Christian service, the missionary will assist students in understanding the work of missionaries around the world.

The Missionary-in-Residence will be available for counseling and spiritual guidance among the students, speaking in local churches, and

guest lecturing or teaching courses as requested. The missionary will assist the Campus Minister in ministry to the student body.

VETERANS AFFAIRS

Veterans or eligible dependents of veterans who wish to attend Brewton-Parker College under any one of the veterans' benefit programs should make application in the usual manner to the Director of Admissions. The Veterans Office advises former service men and women who are eligible for benefits under the G.I. Bill and children of veterans or war orphans who are eligible for VA training allowance benefits. Application must be made through the Veterans Coordinator, and a certificate for program must be made to the Veterans Office upon enrollment at the college. A full-time veterans coordinator is available in the Business Office to assist students enrolling under the G.I. Bill in processing enrollment forms.

CAMPUS ACTIVITIES AND ORGANIZATIONS

The college is vitally interested in conducting a sound and meaningful Student Activities program. The following organizations and groups serve to facilitate these activities.

STUDENT ORGANIZATIONS

ORIENTATION TEAM – Members of the O-Team are selected students who act as peer guides and counselors during Orientation each year.

STUDENT GOVERNMENT ASSOCIATION – The Student Government Association (SGA) is the student governing body. The SGA is responsible for being the voice for the students to the administration and acting on behalf of the students in areas of concern. It is open to all students who wish to have a voice on the Campus of Brewton – Parker College.

STUDENT ACTIVITIES COUNCIL – The Student Activities Council (SAC) is responsible for planning and coordinating student activities and entertainment for the student body. This group is open to all students who wish volunteer their services to help in the planning and implementing of campus activities. A chairperson is elected by the Student Body to lead this organization.

STUDENT ACTION GROUP – (Hinesville) – Acts as a sounding board for students who have concerns. It also is a service learning organization. Contact Susan Kinsella for more information.

CIRCLE K – The purpose of this organization is to emphasize the advantages of the democratic way of life; to serve on the campus and in the community; to cooperate with the administrative officers of the college; to encourage participation in group activities; to promote good fellowship and high scholarship; to develop aggressive citizenship and the spirit of service for improvement of all human relationships to promote the adoption and the application of high school, business and professional standards; to develop, by precept and example, a more intelligent aggressive and serviceable citizenship; to provide through circle K clubs a practical means to form enduring friendships; to render altruistic service and to build better communities and to cooperate in creating and maintaining that sound public opinion and high idealism which makes possible the increase of righteousness, justice, patriotism and goodwill.

COLLEGE REPUBLICANS – The College Republican’s purpose is to promote and increase political awareness and activity and to serve as a source for conservative political information on campus and in the local community.

RELIGIOUS ORGANIZATIONS

BAPTIST STUDENT UNION – is a student-led, Christ-centered, and church-related organization. It is sponsored by the Southern Baptist churches, associations, and state conventions. BSU is a fellowship of college students (open to everyone) who are concerned about their own Christian growth as well as the needs and concerns of the world around them. It is a program that provides opportunities for an inward journey of spiritual growth and an outward journey of service to others. BSU is a Christian witness both on and off the campus. Through the BSU at Brewton – Parker College, students can be involved in Bible studies and disciple groups, Christian fellowship, prayer partners, revival and creative ministry teams, retreats, annual state and national student conferences, international student ministry, summer missions, annual missions trips and community ministry projects. The BSU operates through a Campus Minister, a Leadership Team (composed of 8 – 12 students who are elected annually), and a Baptist Student Ministry Association Committee.

BLACK STUDENT FELLOWSHIP – The purpose of the Black Student Fellowship is to establish a community that honors Christ and breaks barriers through the implementation of Christian commitment and cultural understanding. Activities are intended to provide a meaningful environment in which students can address the spiritual, racial, social, economic, and/or gender issues they may confront while pursuing higher education. BSF will serve as a means of support and encouragement for minority students, as well as all other students committed to cultural diversity and Christian love. As a practical means of implementing the

purpose of this organization, BSF serves as the sponsor for Total Praise Gospel Choir.

LIFE MINISTRIES – Life Ministries is a Christian fellowship dedicated to deepening and strengthening the spiritual life of Christians and those desiring to know more about the Christian faith.

MINISTERIAL ASSOCIATION – The Association includes all students preparing for some type of full-time Christian ministry. Meetings, which are usually of a devotional nature, are held weekly. Many students serve as pastors of churches in the area and receive valuable experience as well as financial remuneration that helps defray their college expenses.

FELLOWSHIP OF CHRISTIAN ATHLETICS – FCA strives to present the complete Gospel in which athletes and coaches are encouraged to count its cost and make thoughtful decisions for Christ in the fellowship of the "Huddle" group locally and at conferences and camps.

CHI ALPHA CHRISTIAN FELLOWSHIP - CACF – A Christian fellowship group started in 1997, it is affiliated with the national Chi Alpha Christian Fellowship.

CATHOLIC CAMPUS MINISTRY

HONOR SOCIETIES

SIGMA TAU DELTA (ΣΤΔ) is an international honors society that recognizes individuals who have achieved a high level of scholarship in the area of English.

BETA PSI PHI – is a sorority that provides female students an opportunity for fellowship while maintaining good moral and a support system for all members. This group seeks to promote understanding and Peace among all cultures. The sisters of Beta Psi Phi strive to, unite the students, commit to community services and pledge to be Christian examples to all who come in contact with them. This sorority is open to all females from all cultures.

GAMMA BETA PHI – (βΦ) Gamma Beta Phi is an honor society and service organization. The name of the organization is derived from the initial letters of the three Greek words for education, life and friendship. Students who have 15 or more hours of credit and whose GPA is in the top 20 per cent of their class are invited to join. Members must keep their GPA in the top 30 per cent to remain members in good standing. The watchwords of the society.....*Scholarship, Character, Service*.... Denote the three major objectives of Gamma Beta Phi:

To recognize and encourage individual excellence in education.
To promote the development of leadership ability and character in its members to foster, disseminate and improve education through appropriate service projects

PI GAMMA MU – Pi Gamma Mu is an honor society for students who excel in the study of the Social and Behavioral Sciences.

SCHOLASTIC ORGANIZATIONS

MUSIC ENSEMBLES – There are several ensemble experiences available to Brewton – Parker College students in the Division of Music. They are the Concert Choir, Choral Society, Wind Ensemble, Jazz Band, Brass Ensemble, Baron Singers and Baron Ringers (hand bell team). Membership in these ensembles is by audition with the respective conductor of the ensemble except for Choral Society which requires no audition.

FIRST STAGE PRODUCTIONS – The purpose of First Stage Productions is to promote, aid, and inspire theatrical performances. This organization is comprised of talented play makers.

HISTORY CLUB – The purpose of the History Club is to promote and encourage interest in history among the members of the collegiate community through field trips, discussions, debates, lectures and other activities.

SCIENCE CLUB – The purpose of the Science Club is to undertake and promote activities to advance knowledge, understanding and appreciation of science.

STUDENT PROFESSIONAL ASSOCIATION EDUCATORS (SPAGE) – SPAGE, which consist of Education majors, help prepare future educators for their leadership roles of tomorrow.

ORACLE – Student Literary Magazine

SALSA – Society for the Appreciation of Literature, Scholarship, and the Arts

GREEK ORGANIZATIONS

Greek life at Brewton – Parker College provides another opportunity to experience growth in the area of student development. Our fraternities and sororities are founded on Christian principles. They are local chapters only and are not affiliated with national groups. These student organizations

enable students to share and grow with caring friends. They also provide social and recreational outlet as well as an opportunity to develop leadership skills.

PAN – HELLENIC COUNCIL – The PHC is the governing body for our six Greek organizations. They ensure that all the Greeks live up to their constitutions and speak to issues facing these organizations to the SGA. They are also responsible for promoting the Greek culture on campus.

ALPHA DELTA OMEGA (ΑΔΩ) is a sisterhood united in an effort to achieve mutual benefit and to act not only as an activity group, but also as a group which serves the college and the community. The sisters of Chi Alpha Omega strive for unity and a lifetime of friendships among its members. The sisters of this sorority strive to do their best by setting Christian examples.

PHI OMEGA (ΦΩ) was founded in 1989 by a group of young women with the hope of building life – long relationships with other sisters. Phi Omega takes pride in the fact that they accept sisters as they are. Every year, the sisters of Phi Omega are involved in many social events, extracurricular activities and charitable programs that encourage Christian Fellowship. This sorority is proud to be a part of the Greek system at Brewton – Parker College.

ZETA TAU MU (ZTM) was founded to promote variety in the current Greek system, to create more participation, to promote sisterhood within this sorority, and to put forth Christian ideals and morals. The sisters of Zeta commit themselves to accept one another just as Christ accepts all.

DELTA SIGMA CHI (ΑΣΧ) was formed in 1989 to promote knowledge, to build character, and to advance the culture of the campus with an emphasis on moral standards, scholarship, and gentlemanly conduct. Deltas are a brotherhood in which members find friendship, fellowship and unity. In a spirit of cooperation, they daily strive to live up to their motto, Many Minds, One Heart.

KAPPA DELTA PHI (ΚΔΦ) was founded during the summer of 1989 by four young men with a vision to bring a strong Christian fellowship to the campus of Brewton – Parker College. The brothers of this fraternity strive to provide enjoyable activities at which all may participate, while still maintaining standards of conduct set forth by Brewton – Parker College. This fraternity binds its members in Christian love which will stretch beyond the bounds of college life.

RHO LAMBDA CHI (PAX) continually strives to be more Christ-like. The brothers of this fraternity seek to constantly show brotherly love, promote leadership and academics. The members of Rho Lambda Chi will always work to remain service oriented.

ATHLETICS

INTRAMURAL SPORTS – The intramural sports program is a great way to meet new friends and stay in shape at the same time. The Intramural Sports are available to everyone, students, faculty and staff. We currently organize 6 sports for our intramural program. They include flag football, volleyball, basketball, handball, soccer, and softball. Each sport has its own season. Intramural special events include billiards, ping – pong, tennis, and Ultimate Frisbee. Intramurals is one of the high lights of being a student at Brewton – Parker College.

INTERCOLLEGIATE ATHLETICS – Brewton Parker fields teams in seven senior college varsity sports: basketball (Men and Women), baseball, softball (women), soccer (men and women), and women’s volleyball. All varsity sports are in good standing with the National Association of Intercollegiate Athletics and the Southern States Athletic Conference.

COLLEGE REGULATIONS AND POLICIES

Student Responsibilities

In accepting students for admission, Brewton-Parker College makes several assumptions:

1. That all students, by the very fact that they have chosen Brewton-Parker, thereby accept the standard of personal conduct which the college considers fundamental to group living and the educational process.
2. That all student assume personal responsibility for the honor of the college as an institution and agree to live in accordance with its standards. Disciplinary actions for rule violations are outlined in the *Student Handbook*. It is the responsibility of all students to become familiar with this information and to conduct themselves in accordance with the standards of Brewton-Parker College.
3. That whenever students demonstrate, in the judgment of the administration or faculty or its properly authorized committees, that they are unwilling or unable to maintain Brewton-Parker's academic or citizenship standards, or whenever students are found to be undesirable members of the student body, or when the college feels it can do no more for the students, their period of residence at the college and privilege of class instruction may be terminated without specific charges by the Administration.

Brewton-Parker College, a private educational institution, retains itself complete judgment as to students' fitness to continue to share the privileges of registration.

4. The college reserves the right to require withdrawal of students whose scholarship is not satisfactory, and those who are not regularly attending classes for which they are registered or those who, for any other reason, are regarded as not conducting themselves in accord with the ideals and standards which the college seeks to maintain. Students who withdraw in good standing may return the next semester without formal readmission. Those who leave on probation are readmitted on probation. Those readmitted by faculty action re-enter on probation.
5. That students permitted to keep or operate vehicles on the campus are required to register the vehicles with the Maintenance Department, drive slowly and carefully, and operate the vehicle in accordance with specific regulations stated in the *Student Handbook*.

Student Rights

Right to Appeal: Substance for appeal and procedure can be found in the *Student Handbook*.

Family Educational Rights and Privacy Act of 1974: The Family Educational Rights Act of 1974, as amended, grants students in institutions of higher education the right of access to their educational records. The Department of Education has published proposed regulations in the January 6, 1975 issue of the Federal Register to implement the Act.

Brewton-Parker College will notify students annually of the types of records maintained the official responsible for such records, the persons with access to the records and the purpose of such access, and the policies and procedures for reviewing and expunging the records and for allowing challenges to the records. This provision is included in this catalog and may also be obtained in the Office of the Registrar.

Waivers of the right to access to students' records are specifically prohibited, except in limited circumstances involving certain types of letters of recommendation. Additionally, limitations are placed on access to certain confidential letters of recommendation written prior to January 1, 1975, and to parents' financial records.

The students' rights of access to their records include the right to have a list of the records maintained and the right to inspect and review the records, including the right to make reasonable requests for interpretations and explanations. (The institution will upon written request provide students copies of material from their records. The charge for such copies will be 25 cents per page with the exception of the transcript. Transcripts cost \$ 5. Instant Service transcripts cost \$20.)

Students have a right to a hearing to challenge any material they find in error in their records. The institution must respond within forty five days to students' requests for access to their records. A hearing procedure will be provided and the students will have a fair opportunity to present evidence within a reasonable period of time after requesting a hearing. The review committee will be impartial, and its decision will be in writing. Students may not use this hearing process as a means of contesting grades which have been granted, but they do retain the right to challenge whether a grade actually given was correctly recorded.

Consent must be obtained from students before personally identifiable records are released, with certain noted exceptions. These exceptions include certain government agencies, organizations conducting specified studies, financial aid purposes, accrediting organizations, parents of dependent students (pursuant to the Internal Revenue Code), and release by judicial order. Oral communications are not covered by the law as long as such communications are not based on a written record.

Consent for the records must be in writing and must be signed and dated. Consent must include the names of the persons to whom the records will be sent and the reasons such persons are receiving them.

Directory information may be disseminated on students after they have been notified of the types of information which will be considered directory information and have been given the opportunity to request that such information not be released. The following information is considered "Directory Information" and may be unconditionally released to the public, without the consent of the students unless they specifically asked that their prior consent be obtained; students' names, addresses, telephone listings, dates and places of birth, major fields of study, participation in officially recognized activities and sports, weights and heights of members of the athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational institutions attended by the students. Students will have annually during their first semester of registration the opportunity to request that "directory information" as defined above be considered confidential information. Such a written request must be furnished to the Registrar in writing (forms are available in the Registrar's Office) within fourteen days after the final day of regular registration for students' initial semesters of any academic year. Upon the receipt of properly completed forms, directory information will be withheld.

Records available for student review and inspection and the official responsible for such records are as follows:

Type of Student Record	Official	Persons Who Have Access	Purpose of Access
Student Folder (Application, transcripts with evaluation or GED or SAT scores and related correspondence; Permanent Academic Record)	Admissions Office & Registrar	Academic Advisors; College Administrators; Office Staff; Faculty Members	Advisement; Counseling progress toward graduation; Selection for Honors
Disciplinary Files (Set up for students who have violated the College Regulations and have been officially notified of this action)	Dean of Students	Office Staff; College Administrators; Members of Disciplinary Appeals Committee; Athletic Director	To render fair just decisions for encouraging exemplary conduct on campus
Counseling Files (Regents Test Scores, Institutional SAT scores; individual test scores for students tested for counseling)	Director of Counseling Center	Counselors	Counseling
Business Office (Student Accounts, School Contracts, Invoice File for Vocational Rehabilitation Students)	Business Manager	Office Staff; College Administrators;	Debit and Credit Student Accounts
Financial Aid Records (Applications, needs analysis, correspondence, invoice file for vocational rehabilitation students; Student Affidavit; Scholarship Contracts)	Director of Financial Aid	Office Staff; College Administrators; Business Manager; Designated Faculty Members	To administer financial aid in accordance with established policies, procedures and regulations
Veterans Affairs (Certification of enrollment, application of benefits, correspondence)	Veterans Coordinator	Office Staff; College Administrators;	To insure that veterans and dependents of veterans receive due benefits
Advisee File (Guidance sheets with grade reports. Notes on progress toward graduation and/or career objectives, related correspondence)	Registrar	Academic Advisors, Office Staff; College Administrators;	Advisement in meeting student's academic objectives

Any student wishing to review records or desiring further information should contact the proper official above.

RECORDS REVIEW – Educational records are maintained permanently. Disciplinary records are maintained for three years whenever students are guilty of inappropriate behavior. The three-year period begins whenever students run the course of the College's judicial process. Academic transcripts are maintained permanently.

INSTITUTIONAL INTEGRITY OFFICER

Brewton-Parker College is committed to maintaining compliance with all applicable federal, state and local laws. To help ensure that this is done, the college has established an institutional integrity plan. All members of the college community are given copies of the plan and are encouraged to report any evidence of non-compliance to the Compliance Officer. All complaints are investigated.

The Compliance Officer is appointed by the President. The current Compliance Officer is Professor Forrest Rich.

AFFIRMATIVE ACTION OFFICER

Brewton-Parker College complies with the Title VI of the Civil Rights Act of 1964 and does not discriminate on the basis of race, color, or national origin. Keith Rudolph is Brewton-Parker's Affirmative Action Officer. Concerns regarding compliance with issues of racial, gender or ethnic bias should be directed to his attention.

NON-DISCRIMINATION ON THE BASIS OF SEX

Brewton-Parker College has filed with the Department of Education assurance of compliance under Title IX of the Education Amendments of 1972. To our knowledge, no sex discrimination exists in the college at this time, nor is any discrimination expected to occur.

Title IX requires, however, that Grievance Procedures be set up and notification made to all students and employees. A list of the procedures with other required information follows:

TITLE VI and IX GRIEVANCE PROCEDURES

In compliance with applicable law, Brewton-Parker College has developed the following procedures. The college's Grievance Committee has responsibility for hearing and making decisions on matters that can not be resolved at a lower level. The President appoints a college Affirmative Action Officer who receives complaints, helps mediate disputes, and facilitates forwarding of complaints to the Grievance Committee when necessary. The current officer is Keith Rudolph whose office is located in the Newton Building. His telephone number is 912-583-3216.

GRIEVANCE PROCEDURES

1. All complaints are to be written and filed with the Office of the Affirmative Action Officer of the College.
2. Upon receipt of said complaint the officer will set up a meeting of the Grievance Committee within 30 days to hear the complainant.
3. Complainant will be notified in writing of the date, time, and place of meeting.
4. Complainant will be invited to state the nature of the alleged discrimination before the Grievance Committee.
5. Complainant and/or college officials desiring legal counsel may obtain such representation provided notification is given in advance by both parties.
6. Complainant will be given written notice of the Grievance Committee's decision within seven days following the meeting.
7. Complainant may appeal the Grievance Committee's decision to an *Ad Hoc* Committee composed of the Executive Committee of the college's Board of Trustees and two peers of the complainant appointed by the President of the College.
8. The decision of the *Ad Hoc* Committee will be final and not subject to review by the college officials.
9. Publication of the above procedures will be made to all students and employees of Brewton-Parker College.

HOUSING POLICY

All Mount Vernon students are required to live in campus residence halls except those who meet one of the following:

1. Students who are classified as a Senior as defined by the *College Catalog*.
2. Students who reside with their parents, legal guardian or spouse within 50 miles of the campus.
3. Students who are 22 or older as of the first day of classes during the term in which they desire to live off-campus.

Students who are required to live on-campus must do so unless an exception to the policy is granted. Failure to do so will result in denial of the privilege of enrollment. All students living in campus residence halls must abide by the Conduct Code outlined in the Student Handbook.

Students who have special situations which may justify an exception to the policy may file a written request with the Director of Residence Life who will review the request and grant or reject it, after consultation with the Dean of Students. Any student whose scholarship requires him/her to live on campus must do so. The final avenue of appeal of a student whose request to live off-campus has been rejected is to the Appeals Committee.

Residence Hall Checkout

Residents must check out with their Resident Director at the end of each semester or if they withdraw during a semester. Students will be permitted to leave personal property in their rooms between fall and spring semesters at their own risk. The College will assume no responsibility for lost or stolen items. Students attending summer sessions also will be permitted to leave personal items in their rooms between spring and summer semesters, again at their own risk. Students not attending summer sessions will not be permitted to leave personal belongings between spring and fall semesters.

All personal property left in a student's room who is no longer in attendance will be boxed, marked with the student's name, and stored on the campus for a maximum of 45 days. A letter will be sent to the student's permanent address notifying the student that the items will be disposed of if the student fails to claim the items. The College will assume no responsibility for these items.

Residence Hall Closure Policy

At specified intervals, breaks, and holiday periods, classes are not held at Brewton-Parker College, and the institution may be considered closed for a short period. Campus residence halls are closed at these publicized times, and no students are permitted to remain on campus. All residence halls must be unoccupied at these times. Students are expected to check out of Residence halls by the time specified in the handbook. Students who do not do so will be charged \$ 100. The intervals and periods during which residences are closed are as follows:

Between Semesters
Thanksgiving Break
Spring Break

When a student is required to be on campus during specified closure periods, the Dean of Students will ensure that appropriate supervision and resident assistants are available. Under no circumstances are students allowed to occupy residence halls when resident assistants are not available.

Regarding personal property left in rooms:

- All personal property must be removed from all student rooms at the end of the spring semester.
- Students remaining for summer semester will be asked to relocate to summer housing at the close of the spring semester. These students may leave their personal property in their summer rooms at their own risk until the semester begins. The College assumes no responsibility for lost or stolen items left in residence halls between semesters.
- Students enrolled in summer semester and remaining for fall semester will be asked to move personal property into their

assigned rooms for fall prior to leaving the campus at the close of the summer semester.

- Graduating students and those who have a break in enrollment must remove all personal property at the end of their last semester.
- Students are expected to check out of Residence halls by the time specified in the handbook. Students who do not do so will be charged \$ 100.
- Students who withdraw during any semester must immediately remove all personal property.

