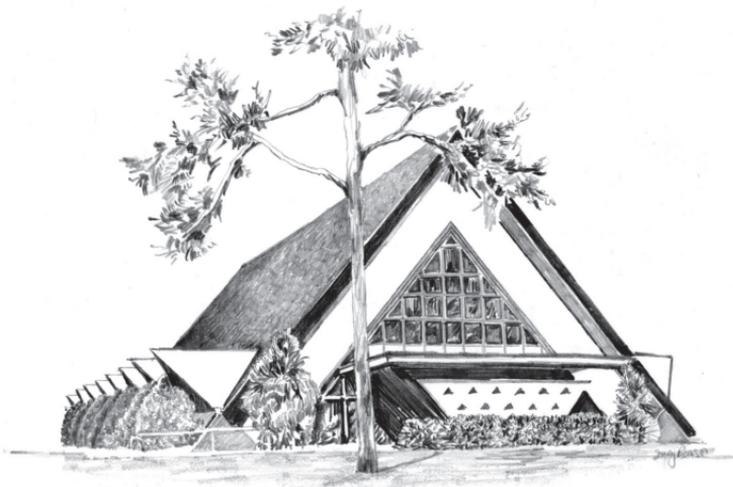


FLORIDA COLLEGE



“Going the Second Mile”

This Book Belongs To: _____

Street Address: _____

City, State, Zip: _____

Telephone: _____

E-mail: _____

STUDENT HANDBOOK 2011–12 ACADEMIC PLANNER



We are excited that you have chosen to be a part of our Florida College Student Body: 2011–2012. You will not only experience the high level of academic challenge and achievement here, but you will be a part of a great family of friends and fellow-workers. Almost all believe in God and have committed to Jesus Christ. On behalf of all our administrators, faculty, and staff, as well as your fellow students, I welcome you!

There is a special spirit among students here that I hope you will share. This spirit is first of all centered in our faith in God and in the Lord Jesus Christ. We are a group of people who love one another and love things that are right and good. We look for the good in one another and we always try to treat each other with respect. With that in mind, we look for opportunities to help others and we try to do our best in our own work. We also try to be an example in taking care of our appearance and the appearance of the facilities and residences in which we live. The expectation is that every student will be mature and caring about his/her values and conduct.

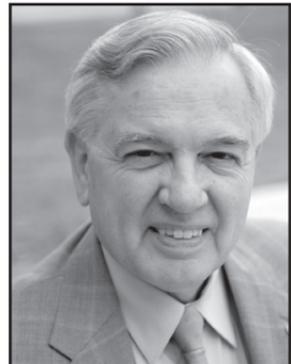
As a full-time student, you will want to give priority to your studies above social activities. That does not mean that you will spend all your time studying; but it does mean that next to your responsibilities to God, you will put first the importance of your education. That being true, you will certainly be a success at Florida College. This emphasis in the right place will help you in your spiritual and personal development. It will also insure that your other activities are satisfying because you will see them in proper perspective.

I want to be of help to you. Please feel free to stop by my office or catch me on campus and communicate with me as a friend. If there is any possible way that I can personally be of help to you, I want to do that. Good luck and God bless.

Sincerely,

A handwritten signature in black ink that reads "H. E. Payne Jr." The signature is written in a cursive style with a large, stylized initial "H" and "E".

H.E. "Buddy" Payne
President





As your Dean of Students, I am very glad to welcome you as a member of our Florida College academic community and family. This is a significant time for you, as you begin a new chapter in your life and education. Your time at Florida College will benefit you greatly as you strive to develop spiritually, socially, mentally, and physically. There are great opportunities here for you to progress in each of these aspects of your life as you grow in your service to others and to our God.

As you work through the 2011–2012 academic year, this Student Handbook will be a way for you to keep track of daily events and assignments. I encourage you to review the Code of Conduct and urge you to adhere to the moral principles that it is based on. In addition, this handbook provides a concise guide to student organizations and activities that you will have the opportunity to participate in. If, at any time, you have a question about the material presented, please do not hesitate to contact the Office of Student Services, or speak with me directly.

The Florida College theme for 2011–2012 is “Going the Second Mile.” This theme speaks to how the College family here seeks to imitate our Lord in daily living—in our academic pursuits, our social activities, our sporting events, and in absolutely all things spiritual. As our Lord taught so long ago, concerning giving of ourselves and in the context of teaching the spiritual, His followers ought to not merely give what is compelled—the “one mile”—but, rather, “...go with him two.” (Matthew 5:41) Doing what is merely necessary rarely generates excellence—and rarely is a marker of sacrifice. We seek, in all things, to reach beyond the standards of mere men at this place. So, it makes good, common sense that the expectations we have for one another are based in His teachings as well. How well we all treat one another within the College family here; how the faculty, staff, and administrators consider their roles responsibilities; even how students approach the College Codes, ought to all be based on our faith in Christ and His word.

I hope you enjoy and gain greatly from your time here. It is a wonderful and unique thing to be a Christian scholar within the Florida College academic community. Let us encourage each other daily as we progress in our work here together.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Lewis Crispell". The signature is fluid and somewhat abstract, with overlapping loops and a long horizontal stroke at the end.

Brian Lewis Crispell
Dean of Students



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HONOR CODE

As a student at Florida College, I pledge that I will abide by all college policies, rules, regulations, and standards of conduct as set forth in the Florida College Student Handbook.

I will support the values and purposes of the College.

I will conduct myself at all times in a manner that is morally upright and in harmony with the principles of Christianity.

Signed _____

AN OVERVIEW OF FLORIDA COLLEGE

A THUMBNAIL SKETCH

Florida College received its first students on September 16, 1946. It became fully accredited by the Southern Association of Colleges and Schools on December 2, 1954, to award the Associate in Arts degree. The College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Associate in Arts degree, the Bachelor of Arts in Biblical Studies, the Bachelor of Science in Elementary Education, the Bachelor of Arts in Liberal Studies, and the Bachelor of Arts in Music.

Five presidents have served Florida College: L. R. Wilson (1946-1949), James R. Cope (1949-1982), Bob F. Owen (1982-1991), C.G. “Colly” Caldwell (1991-2009), and H.E. Payne, Jr. (2009-present).

PHILOSOPHY

The underlying philosophy of the education provided at Florida College is expressed by its founders in the charter of incorporation: “To establish and maintain a college wherein the arts, sciences and languages shall be taught and also to provide opportunity for young men and young women to study the Bible as the revealed will of God to man and as the only sufficient rule of faith and practice, while they are educated in the liberal arts.”

MISSION STATEMENT

Florida College, as a private, independent liberal arts college, provides a comprehensive undergraduate experience designed to develop students spiritually, mentally, physically, and socially; to integrate into the students’ lives the Bible as the revealed will of God; and to prepare students for lives of service to their Creator and to humanity.

PURPOSE

I. Florida College provides higher education with a biblical perspective

- By educating students in the first two years of post secondary liberal arts leading to an Associate in Arts degree and by offering a select number of bachelor degree programs.
- By offering academic opportunities for students to realize their full intellectual potential.
- By teaching students to think critically, communicate effectively, and solve problems individually and collectively.
- By recognizing the Bible as the inspired Word of God and integrating the study of the Bible into the total curriculum.
- By presenting Jesus Christ as the perfect pattern for personal, responsible behavior.
- By employing a qualified, caring faculty of Christians.

II. Florida College provides a unique environment for personal godly development

- By viewing each person as a special creation with ultimate accountability to God.
- By teaching and exemplifying biblical principles of behavior in order to encourage spiritual growth and healthy living.
- By providing a structured environment to promote moral behavior.
- By offering a variety of programs and activities to enrich spiritual growth.
- By promoting wellness and the development of lifelong healthful habits consistent with good stewardship as Christians.
- By providing opportunities for spiritual enrichment.
- By encouraging participation and fellowship in local congregations of believers.

III. Florida College prepares students for better service to their Creator and humanity

- By encouraging students to love and serve the Lord.
- By recognizing the home as the basic unit of society and marriage as a lifelong commitment and by helping students develop skills for healthy families.
- By fostering strong, long-lasting relationships with faculty, staff, and fellow-students.
- By providing opportunities for students to develop the social skills and cultural knowledge necessary for competent citizenship and ethical, caring relationships.
- By providing opportunities for students to develop qualities of leadership, cooperation, and creativity.



ACADEMIC LIFE

The primary responsibility of a student at Florida College is to reach his highest possible level of academic achievement. The faculty is committed to helping young people obtain a sound academic foundation in the liberal arts in an atmosphere conducive to moral and spiritual development. Learning is ultimately the responsibility of the student, as is being aware of the academic policies of the College.

CHATLOS LIBRARY

Library Hours (when school is in session)

Mon/Tue/Thu	8:00 am–10:30 pm
Wednesday	8:00 am–5:00 pm & 9:30 pm–10:30 pm
Friday	8:00 am–5:00 pm
Saturday	11:00 am–5:00 pm
Sunday.....	2:00 pm–4:30 pm & 8:30 pm–10:30 pm

Services and Policies:

The Library Catalog is used to search the holdings of the library. It is available both in the library and from the Florida College website, www.floridacollege.edu/library.

Circulating books may be checked out for a three-week period by using the student ID card. Lower division students may check out up to eight items at a time. Juniors and seniors may check out up to twelve items at a time. Books may be renewed if no hold has been placed on the book. If the book is overdue it may be brought into the library for renewal, otherwise it may be renewed by phone (813.899.6777), or by e-mail (library@floridacollege.edu).

Reserve reading books, periodicals, and reference books may be used only in the library during library hours.

The Library Computer Lab provides scanning and laser printing capabilities. Printing is charged to the student's account via FalconLink. Color printing is \$.25 each and b/w printing is \$.10 each. Copies (\$.10) can be made at the self-service copy machine. Copy cards are sold at the circulation desk for \$2 (25 copies) or \$4.50 (62 copies).

Five Study Rooms are available on a first-come/first-served basis on the east side of the Main Reading Room. Keys, whiteboard markers, network cables, and headphones may be checked out at the main circulation desk. The Biblical Studies Room has a computer loaded with special software and a small reference library. The equipment in the Audio Room may be used for listening to CDs, audio cassettes and LP records.

The Education Resource Center and related equipment is available to Education students only.

All of the library's *on-line databases* may be accessed from any on-campus computer and some (so-designated on the website) are accessible remotely. Electronic books are available through NetLibrary. The library has wireless internet access throughout.

Interlibrary loan is available for borrowing books and articles from other libraries throughout the southeastern United States. ILL forms are located in the library computer lab and on the website.

Special Collections materials (located upstairs) require permission for use and must remain in the library. These collections center on Restoration History.

There are several *area libraries* near Florida College. The Temple Terrace Public Library, part of the Hillsborough County Public Library Cooperative, is within walking distance on Bullard Parkway. Florida College students may obtain a public library card there with their FC ID card and a piece of mail addressed to them at FC. The University of South Florida Library and the University of Tampa Library are also located within easy driving distance from campus.

Overdue Materials:

Materials not returned by the due date are subject to fines. Overdue circulating books are fined 25 cents per day. Reserve materials are fined 10 cents per hour. Fines will be reduced by half if paid at the time the material is returned until the last day of classes. Unpaid fines are subject to a \$1 surcharge per item at the end of the semester.

Lost Materials:

Each student is responsible for every item checked out on his FC ID card. If an item is lost, he should report the lost item to a librarian immediately. Any unreturned items will be treated as lost and the student's account charged accordingly. The student must pay the current retail price of the item plus a \$5 service charge in addition to any fine that may be due. If a lost item is found, the basic charge will be refunded, but not the service charge and fine.

Removing Materials Improperly from the Library:

Students must not remove circulating materials from the library without following the proper checkout procedure or take reference materials or periodicals out of the library at any time. To do so, even by accident, defrauds other students of their opportunity to use the materials. A second offense will be interpreted as theft and will be reported to the Dean of Students for appropriate action. Theft is a automatic suspension, based on the College's Moral Code.

CLASS ATTENDANCE POLICIES

Required Attendance

Florida College expects students to attend all classes unless there are extenuating circumstances.

- **Personal Absences** will be allowed in a class according to the number of times the class meets each week. For example, a class that meets three times per week allows the student a total of three personal (unexcused) absences.
 - The instructor may impose appropriate penalties, if announced in advance, for classes missed due to personal absences or may reward students not taking personal absences.
- **Exceeding the allowed number of personal absences** causes the student to be withdrawn from the class.
 - The grade will be "WP" if the student is passing at the time of the withdrawal.
 - The grade will be "WF" if the student is failing at the time of the withdrawal.

- Withdrawing from a required Bible class requires a student to discontinue all other classes on those days. In most cases this means the student cannot continue as a student at Florida College.
- **Excused absences** may be given only by the Dean of Students or by the College Nurse according to the following guidelines.
 - Up to three absences for illness may be excused by the College Nurse if the student follows the appropriate procedures.
 - Students residing on campus who are too ill to attend classes or chapel must be seen by the nurse during the illness *before* the absence from class or chapel in order to be excused.
 - Commuter students must notify the nurse or the Office of Student Services *before* missing class or chapel.
 - Commuter students who become ill while at school should contact the nurse or the Office of Student Services *before* leaving the campus.
 - After three excused absences for illness in a class the College Nurse will issue excuses only upon receipt of a statement from a medical professional validating the illness. Students not receiving a medical validation will need to use their personal absences.
 - Absences for other reasons, as described below, will be excused by the Dean of Students according to College policy.
 - There will be no loss of grade when excused absences are made up.
- **College sanctioned absences** are those excused by the Dean of Students when there are extenuating circumstances such as
 - extended illness,
 - illness or other events in the student's immediate family which necessitates his/her attention,
 - death in the family, or
 - official college representation (performances, games, approved workshops, etc.)
- Absences for extenuating circumstances other than illness should be approved by the Dean of Students *before* missing the class.
- If possible, students should notify their instructors in advance of anticipated absences and make arrangements to make up the material missed.
- Absences are counted from the first regular class meeting each semester. Students who register late should explain to their instructors the reason for their late enrollment.
- The **total number of absences** from each class (personal, excused for illness, and college sanctioned) cannot exceed 20% of the total class meetings or the student will be withdrawn from the class with the consequences listed above for personal absences.
 - Appeals for reinstatement after the application of this policy may be made to the Vice President for Academic and Student Affairs.
 - Such appeals may be granted in cases of extended illness, injury, or other situations beyond the students' control.

Tardiness

Each instructor will decide whether to excuse a tardy. Being tardy by more than fifteen minutes constitutes an absence rather than a tardy. Three unexcused occurrences of tardiness are counted as one unexcused absence.

Reports

Absences may occasion an inquiry by the Office of Student Services. In all cases more than the allowed number of unexcused absences are to be reported to the Academic Dean's office. As necessary, the Registrar's office will notify the Veteran's Administration of a veteran's unsatisfactory class attendance.

Dismissal of Classes

Students may consider a class dismissed and may leave the classroom without penalty if a teacher fails to appear or has not made provisions for the class within fifteen minutes from the beginning time.

Cancelled Classes

If classes are to be cancelled due to inclement weather or other reasons, students will be notified by one or more of the following means:

- Contact from College administration via the Blackboard Connect system
- Announcements in chapel if time permits
- Notification of on-campus students by residence hall supervisors.
- Information placed on the college website (www.floridacollege.edu).
- Announcements on local television and radio stations.

COURSE WITHDRAWALS

Withdrawing from a course ("dropping a class") requires the following procedure:

1. Request a *Change of Course* form from Academic Dean's Office.
2. Have the faculty advisor approve the request by signature.
3. Have the Academic Dean approve by signature.
4. Have each instructor involved approve by signature.
5. Return completed form to the Academic Dean's office.

When these steps are completed the class is officially dropped.

Classes may be dropped until the deadline stated in the current Catalog with a grade of "W" (withdrawal) regardless of the grades made to that time. After that date, students will receive grades of "WP" or "WF" depending on their grades earned to date. Any student who plans to drop a course should continue meeting it until the withdrawal procedure is complete.

COURSE CHANGES

A student may not add a course to his schedule later than ten days after the opening of the semester. (See the current Catalog for specific dates.) A course is not officially added to a student's schedule until the completed change of course form is turned in to the Academic Dean's office.

DEAD WEEK

The week before final examinations is designated “dead week.” Extra-curricular activities are discouraged. Focus is given to completing the semester’s academic work and preparation for final examinations. With this concentration, the following policy applies to “late curfew” and “sign out” privileges for resident students:

- Late Curfew is not extended throughout Dead Week;
- Students are only allowed to sign out to their own home.

LABORATORIES AND PRACTICE ROOMS

The use of laboratories, practice rooms or other places of practice for special activities during the evening hours requires permission from the instructor or faculty advisor involved. Practice room pianos may be used with permission of the Music Department and/or payment of the appropriate fee. No one is permitted to play the grand pianos in the Hutchinson or Puckett Auditoriums without express permission from the Music Department. No food or drink is allowed in the practice rooms.

RECORDING OF LECTURES

The College permits students to record college programs and/or occasional class lectures for their own private educational use only. Permission to record class lectures regularly should be requested from the Academic Dean. Recordings of college programs and/or classes may not be given, sold, or otherwise distributed without the specific written permission of the Academic Dean. The College will respect the individual wishes of instructors who for good reason ask their students not to record a course.

STUDENT RECORDS

Change of Address

- The Registrar should be notified of all student address changes.

Confidentiality of Student Records

- Florida College assures the confidentiality of student education records in accordance with the Family Educational Rights and Privacy Act of 1974, known as the Buckley Amendment. A full description of the College’s policies for compliance with this act is on file in the Registrar’s office.

In general, a student has certain rights with respect to his education records. Parents of dependent students, as defined by the Internal Revenue Service, have the same rights. They are:

1. The right to know the location and types of education records maintained on students by Florida College.
2. The right to prevent disclosure of Directory Information by requesting nondisclosure at the Registrar’s Office. Directory Information includes the student’s name, address, campus and permanent telephone numbers, dates of attendance, class, previous institution(s) attended, major field of study, awards, honors, and degrees conferred including dates. Directory

Information is generally considered public and shall be released by the College unless the student requests in writing that it not be released.

3. The right to consent in writing to disclosures of personally identifiable information contained in the student's education record. Personally identifiable information includes all information about a student that is not directory information including but not limited to names of family members, social security numbers and personal characteristics which would make the student's identity easily traceable. The College will not release such without a student's prior written consent.
4. The right to inspect the student's education records and to obtain a copy of the student's education record after 24-hour notice to the Registrar's Office.
5. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading or otherwise in violation of the student's privacy or other rights.
6. The right to obtain a copy of the College's Student Information Policy. You may obtain a copy of this policy from the Registrar's Office.

Each student registered at Florida College is considered "dependent" unless the student specifically informs the College, via the Registrar's Office, within the second full week of class that he meets the Internal Revenue Service criteria and considers himself as "independent". Complete definitions of these criteria can be found in the Free Application for Federal Student Aid.

Reports to Parents

Parents or guardians of dependent students may view grade reports on-line at mid-semester and at the end of each semester. The grade report will indicate if a student has been placed on academic probation.

Parents or guardians of dependent students receive reports of disciplinary action for persistent or serious offenses. Specifically, letters are sent when the student reaches a total of six demerits and again at nine demerits. In the case of a serious offense which has resulted in action by the Rules, Welfare, and Discipline Committee, parents of dependent students will receive a written statement that specifies the violations of the College Code and the penalty imposed.

COLLEGE CATALOG

The college Catalog is the contract between the student and the College. The student is responsible for being acquainted with all Catalog information.

COLLEGE CODES

CODE OF MORAL CONDUCT

Florida College sets a high standard for our students' moral behavior. The following code, while man-made, is based on scriptural principles fundamental to individual growth and sound, collective interaction within a community of Christian scholars.

As with all policies and procedures in this Handbook, this Code of Conduct may be amended by the appropriate actions of the College faculty and administration.

Individual Honesty

- The students of this College are expected to be fully honest in their individual relationships and communications among themselves, as well as in their interactions with College staff, faculty and administration.
- Honesty is expected in both written and verbal communications. Lying breaks down trust individually and collectively, and is not tolerated here.

Academic Integrity

- Our students are expected to maintain their academic integrity. Cheating and plagiarism are violations of that standard. Such choices constitute academic theft, and are not tolerated at this College.
- Examples of academic theft include: cheating on a test; copying another student's paper or theme; copying another author's work without properly quoting, citing and identifying his work as a source; citing false or fabricated sources, or downloading whole, or portions of, papers electronically to be represented as one's own work.
- Cell phones and digital cameras must not be turned on or visible during a test.

Respect for Property

- Students are expected to respect the personal property of others, as well as the College's property. Theft is not tolerated at this College.

Purity in Relationships

- Our students are expected to maintain their moral integrity within personal relationships. Sexual relationships, of any type, outside of marriage—thus including fornication and homosexuality—are not tolerated.
- The College expects students to refrain from inappropriate physical contact that is romantic or affectionate in nature, whether on or off campus.
- Visiting the residence hall lobbies of the opposite sex is restricted to posted times. Except for visitation hours in lobbies, students are not allowed to enter a residence hall of the opposite sex without permission of authorized College personnel. Students should not go to, or through, the windows of residence halls occupied by the opposite sex.

- Our students may not meet a member of the opposite sex in a private place without permission from appropriate College personnel.
- “Mixed swimming,” (swimming not segregated by gender), and similar activities are prohibited on or off campus.

Purity in Body

- This College is a drug and alcohol-free work and educational environment. The use of alcohol and drugs by our students is absolutely prohibited. Students may not engage in drinking, handling, possessing, or giving away intoxicants, including beer, wine, ale, etc. The possession and/or use of drugs not prescribed by a physician, or the possession of drug paraphernalia are absolutely prohibited. This regulation includes marijuana and hallucinatory agents.
Florida College complies with federal, state and local laws regulating drugs and alcohol. Students involved in illegal activities or possession of illegal substances may be reported to law enforcement agencies.
- Resident students may not possess or use tobacco products either on or off campus while enrolled at this College. Non-resident students may not possess or use tobacco products while on campus, representing Florida College, or in association with other Florida College students.

Social Purity

- Our students are expected to avoid “immoral environments” that are opposed to the biblical principles that this College was founded on. Thus, our students are prohibited from entering or patronizing places deemed by the College as providing activities and/or atmospheres inconsistent with our ideals, purposes and policies. Examples of such places include: restaurants known for the immodest dress of staff; any establishment that serves alcohol and checks identifications at their door—such as bars, lounges, and dance clubs; fraternity or sorority houses; places that screen X-rated movies, and etc.
- Our students are prohibited from participating in gambling activities, or entering gambling casinos.

Verbal Purity

- The use of profanity, cursing, swearing, or abusive speech has no place at this College, and the use of such language is prohibited for our students.

Respect for Others

- Harassment of any kind is not acceptable at Florida College. Harassment is defined as any physical or verbal abuse that is offensive to the recipient. Sexual harassment is any physical, verbal, and/or graphic sexual advance, request for sexual favors, or other sexually-oriented conduct which is offensive or objectionable to the recipient. “Appendix B” of this Handbook includes a full statement of the Florida College harassment policy.
- Any student, who feels that he or she has been subjected to harassment, whether from a student or employee, should report the matter to the Dean of Students.

DRESS CODE

Though certainly a matter of moral behavior, in terms of biblical principles regarding dressing “modestly and discreetly,” (1 Timothy 2:9), this College’s dress code also suits the needs of a professional institution professing to foster an environment for Christian scholars.

Our students, as a consequence, are expected to live up to a reasonable standard of dress fitting the nature of this institution, as it strives to educate “the whole man.” Such an education here includes instruction on expected standards of decorum in serious professional and academic settings.

General Code:

- In dressing for either formal or informal occasions, on or off campus, our students are held to the following standards:
- Clothing should not have logos or messages that are indecent.
- Torn, ragged, or soiled clothes of any kind should not be worn.
- Shoes must be worn in all buildings except residence halls.
- Male hair may not extend below the ear or top of a dress shirt collar; shall be neatly cut, combed and out of the eyes, and shall not be kept in a bun, pony tail, or any other fashion which keeps it bound up.
- Beards and mustaches must be neatly trimmed and well-groomed at all times.
- Body piercing is not acceptable. The only exception is women’s earrings. Men may not wear earrings or similar jewelry.
- “Pajama pants” are not appropriate except in one’s own residence hall.
- Men are not to wear sleeveless shirts on campus, except when playing sports at the athletic complex.
- Female clothing should include proper undergarments, and should not be tight-fitting or revealing. Prohibited clothing includes:
 - Halters, tank tops, or blouses showing the midriff;
 - Backless or low cut dresses;
 - Low hip-hugger pants;
 - Skirts or pants that do not touch the kneecap;
 - Skirts slit above the kneecap.

Formal Occasions:

For specific formal occasions, such as the College’s Spring Banquet, men are expected to wear a coat and tie. Women are expected to avoid dresses that include bare shoulders, or strapless, backless, or low-cut (whether front or back) styles. Clingy, tight-fitting, or sheer banquet dresses are also unacceptable. Any attire, for men or women, is subject to review by appropriate College personnel.

Chapel, College Programs and Class Meetings:

Our students are expected to dress reflecting the more serious decorum at these meetings, and the following standards apply for both day and evening:

- Men must wear full length pants with an appropriate shirt;

- Women may wear dresses, skirts and tops, or pants and tops;
- Shorts are prohibited;
- Sportswear, such as sweatpants, is not permitted.

Sports:

Sportswear, whether worn for a physical education class or to compete in intramural events, is expected to meet the College general standards. Pants or shorts must at least touch the kneecap. Additional regulations may be specified by the College athletic department.

CONSEQUENCES FOR VIOLATIONS OF CODES

Minor Violations:

1. Dress or Hair (1 demerit)
2. Tobacco (3 demerits and appointment with Dean of Students)
3. Profanity (3 demerits and appointment with Dean of Students)
4. Inappropriate Display of Affection (1–3 demerits, 1–3 days room restriction, depending on circumstances and the Dean’s discretion.
4. Penalties for other infractions will be assessed at the discretion of the Dean of Students.

Room Restriction (Campusing):

- This is the restricting of a resident student to his room. All social privileges, including dating and all extra-curricular activities are denied. A student on restriction may leave campus only for regular worship services at the local congregation normally attended. While restricted to campus, a student may only attend classes and eat meals in Henderson dining hall, and otherwise be in his room.
- More detailed room restriction instructions can be given by the Dean of Students or residence hall supervisors.
- Violation of room restriction may result in a student being summoned to appear before the Rules, Welfare and Discipline Committee.

Campus Restriction: Non-Resident (“Day”/“Commuter”) Students:

- Non-resident students may receive the penalty of restriction from campus for minor violations; in those cases, the privilege of being on campus is restricted to class attendance and library use. No social privileges with resident students are allowed during this restriction.

Demerits:

- Demerits may be issued by the Dean of Students, faculty, or residence hall supervisors.
- While most violations, as noted above, result in 1-3 demerits, additional demerits may be issued for more serious violations.

When a student's demerits in a semester reach the incremental levels indicated below, consequences are as follows:

- Six demerits: Consultation with the Dean of Students; notification of parents (if a dependent student), and cessation of society activities;
- Nine demerits: Liable to suspension; note the section below concerning procedure;
- Twelve demerits: Automatic suspension; note the section below concerning procedure.
 - A maximum of one demerit per thirty day period may be removed upon satisfactory completion of community service approved by the Dean of Students.
 - While students begin each semester with zero demerits, previous disciplinary history may be considered in determining the gravity of subsequent violations.
 - Community service, or work detail, may be assigned by the Dean of Students in addition to demerits for minor violations.

Appeal Process for Minor Violations or Academic Dishonesty:

- Penalties for minor violations may be appealed in writing to the Dean of Students. This appeals letter must include a statement of the violation cited, the penalty imposed, and the reason why the student believes the penalty should be reversed.
- Any letter of appeal in a matter of a minor violation must be received by the Office of Student Services by the end of the third day following the issuing of the penalty. The Dean of Students is not obligated to consider any appeal after three days.
- The Dean will render a decision on this appeal within twenty-four hours, and promptly thereafter communicate his decision in writing to the appellate.

Serious Violations: Liable to Suspension:

Students found guilty of the following offenses are liable to suspension from the College. Unless there are extenuating circumstances, the student is suspended after meeting the Rules, Welfare and Discipline Committee to answer for his conduct.

1. Proven guilt of Academic Dishonesty, as defined in this Handbook.
2. Lying to College personnel, or falsifying official documents, especially in order to avoid disciplinary action.
3. Harassment, including physical abuse or sexual harassment, (as outlined in Appendix B of this Handbook).
4. Hazing (as outlined in Appendix B of this Handbook).
5. Possession of firearms (including toy, BB, or pellet guns, or anything else resembling a weapon), fireworks, or explosives. (A student may not have in his possession either in his own room or in his vehicle, any type of weapons. This includes firecrackers, jack knives, hunting knives, and similar objects.)

6. Tampering with or unauthorized use of fire safety equipment, and/or sounding false alarm.
7. Meeting a member of the opposite sex in a private place without permission from appropriate College personnel.
8. Being absent without reasonable cause from the campus over night or a for a substantial portion thereof.
9. Unauthorized entry or possession of keys to Florida College buildings or rooms other than one's own residence hall room.
10. Entering living areas of the opposite sex on campus, or allowing members of the opposite sex to enter one's living area, including residence halls, rooms, rest rooms, etc. without permission of authorized College personnel.
11. Participation in gambling activities.
12. Nine demerits in a semester.
13. Offenses identified in this Handbook as causing one to be liable to suspension, or offenses which by reason of immorality, criminal activity, disorderly conduct, or other causes, are deemed sufficient by appropriate College personnel to suspend a student.

Academic Dishonesty:

As stated within this Handbook, all Florida College students are expected to maintain a standard of academic integrity. The following are examples of academic dishonesty, making a student liable to suspension:

- **Cheating**—The use or attempted use of unauthorized materials, information, or study aids in an academic exercise—including all forms of work submitted for credit.
- **Fabrication**—The falsification or invention of any material in an academic exercise.
- **Facilitation of academic dishonesty**—The help, or attempted help, given to another student to engage in academic dishonesty.
- **Plagiarism**—The adoption, or reproduction, of another person's words or ideas without proper acknowledgement or citation.

One or more of the following consequences shall result when academic dishonesty has been determined:

- Requiring an offending student to complete the test or repeat the assignment, and lowering the grade of that test or assignment to as low as "F" or zero credit;
- Lowering the grade for a course to as low as "F" or zero credit;
- Immediate removal from a course with either a "W" or "F" placed permanently on a student's transcript.

The consequences of academic dishonesty, as noted above, shall be determined at the discretion of the professor in consultation with the Dean of Students, with every case of academic dishonesty being recorded in the Dean's office.

A student may appeal a professor's decision in cases of academic dishonesty by following the process outlined in this Handbook, entitled "Appeals Process for Minor Violations or Academic Dishonesty."

The Dean may, at his discretion, determine to enforce further consequences for academic dishonesty, including:

- Placing an offending student on disciplinary probation;
- Requiring that an offending student meet the Rules, Welfare and Disciplinary Committee to answer for his conduct and making him liable to suspension from the College.

The Role of the Rules, Welfare, and Discipline Committee:

- The Rules, Welfare and Discipline Committee consists of six faculty members, and is chaired by the Dean of Students. The Committee hears cases involving possible suspension from the College.
- Any student asked to answer for his conduct before the Committee will be notified in writing at least 24 hours before his expected appearance, unless he requests a more immediate hearing. The written notification will include a statement of the causes for the hearing and reference to the specific regulations or policy alleged to have been violated.
- The student may request a delay of up to three days to give time for preparation for the hearing, understanding that if he is suspended, the suspension date may be accounted from the time of the infraction of the rules. At the discretion of the Dean of Students, additional time may be granted in extreme cases upon the student's written request.
- Any student appearing before the Committee may be accompanied by his parent or by a non-legally trained faculty, staff, or student of his choice. In each case, the student will be given time before the hearing to request the assistance of his parents. Advisors to students may not address the Committee during the hearing, but may consult with the accused student during the course of the hearing. No person who otherwise has a substantial interest in the case, or in a related case as respondent or advisor, may serve as an advisor.

Serious Violations: Automatic Suspension:

Students found guilty of the following offenses are automatically suspended from the College:

1. Proven guilt of theft. Students found guilty of theft will not be reinstated for at least the remainder of the semester without a showing of extraordinary circumstances.
2. Involvement in fornication or homosexual activities. Normally students will not be reinstated for at least the remainder of the semester.
3. Possession and/or use of intoxicating beverages. (A student is prohibited from engaging in drinking, handling, possessing, or giving away intoxicants including beer, wine, ale, etc.) Students will not be reinstated for at least the remainder of the semester without a showing of extraordinary circumstances.

4. Possession and/or use of drugs not prescribed by a physician; possession of drug paraphernalia. (This regulation includes marijuana and hallucinatory agents.) Normally the student will not be reinstated for at least the remainder of the semester.
5. Entering or patronizing a place deemed by the College as providing activities and/or atmospheres inconsistent with the ideals, purposes, and policies of this institution. (Such places would include restaurants that are known for the immodest dress of their staff, establishments that serve alcohol and check IDs at the door; bars, lounges, dance clubs, fraternity and sorority houses, or places where X-rated movies are shown, etc.)
6. Twelve demerits in one semester.
7. Accumulation of six unexcused absences from chapel in one semester.

Procedures in Cases of Automatic Suspension:

- When a student admits a serious rule violation, resulting in his automatic suspension, he may request a meeting with the Rules, Welfare and Discipline Committee be arranged as soon as possible to ask for reinstatement. That student may continue to attend classes until that meeting takes place at the discretion of the Dean of Students.
- When a student denies a serious rule violation, the accused will be presumed innocent prior to the hearing and will be allowed to continue in classes. If, as a result of his hearing before the Committee, a student to be in violation, his suspension may be considered retroactive to the time of the offense at the discretion of the Committee.
- The Vice President for Academic and Student Affairs may revoke the above privilege of continuing in class and/or as a member of the campus community if, in the vice president's judgment, such continuance might pose a threat to the general welfare of the College or to any persons on campus. In such a case, if the student is found by the Committee to have not committed a violation, he will be allowed to make up all academic work during the time absent from campus and/or classes.
- Parental notification is made by the Dean.

Status of a Suspended Student:

- Suspension is a grave penalty. All normal privileges of being a student at the College are withdrawn.
- If a resident, the suspended student is restricted to his room, except for chapel and meals, with any exceptions made by the Dean.
- When suspended, a student is notified by the Dean if his suspension is retroactive to the time of his violation.
- If reinstated, a student must make up all academic work missed during his suspension.

Procedure for Reinstatement Following Suspension:

- Reinstatement following suspension will be considered by the Rules, Welfare and Discipline Committee upon written request from the student. If the case merits, reinstatement by the Committee upon approval of the Vice President for Academic and Student Affairs may be immediate.
- A reinstated student is assessed three demerits. Additionally, a reinstated student is placed on disciplinary probation at the discretion of the Committee. In all cases involving automatic suspensions, the student is placed on disciplinary probation for the remainder of the semester.
- In cases of suspensions occurring in the last two weeks of the semester, the student's suspension or disciplinary probation may be extended through the following semester, at the discretion of the Committee.

These additional regulations apply to cases involving reinstatement following suspension:

1. A student who has nine or more demerits prior to being suspended may not be reinstated for that semester in which the violation took place.
2. A student who accumulates three demerits after being placed on disciplinary probation following reinstatement will be automatically suspended for that semester in which the violation occurred and is ineligible for reinstatement during that semester.
3. A student suspended for a second time in a semester, after being reinstated, will not be eligible for reinstatement during that semester. A maximum penalty for these violations is continuation of suspension for a semester or more with the loss of all college credit for the semester in which the violation occurred.

Consequences of Disciplinary Probation:

- Disciplinary probation allows a student to remain in the College if he reflects good behavior and strict observance of the College's codes. Any violation of the College's codes may be grounds for suspension.
- Any student placed on disciplinary probation following suspension is prohibited from being a member of campus social clubs or officially representing the College in any activity for the duration of the probation.
- The Dean of Students, in consultation with the Rules, Welfare and Discipline Committee, may also place further restrictions on a student's involvement in campus activities.

Procedure when Reinstatement is Denied:

- A suspended student denied reinstatement for the current semester is expected to communicate with his parents regarding that denial, if he is a dependent student.
- If a resident student, arrangements to leave campus are expected to be promptly made, including: turning in student ID card, contacting the Business Office, checking out with the residence hall supervisor and turning in all keys.

- For both resident and commuter students, a disciplinary withdrawal form—available in the Office of Student Services—must be completed and all arrangements with proper College offices taken care of to the satisfaction of the College, in order for a student’s transcript to be released to any other institution.

Appeals Process for Serious Violations:

A student found in violation of College codes making them either liable to suspension or automatically suspended, may request review of the decision rendered by the Rules, Welfare and Discipline Committee by appealing to the College’s Vice President for Academic and Student Affairs.

- Any appeal made must be in writing to the College’s Vice President for Academic and Student Affairs, specifying the grounds for the appeal, and filed in the vice president’s office within one week of the original notification of the Committee’s decision to the student.
- Ordinarily, the vice president will not change the Committee’s decision unless new evidence emerges that clearly proves a student’s innocence, or if it is clearly shown by the student that insufficient evidence was used to support findings of a violation.
 - In cases of new evidence, the vice president will direct such evidence to the Committee for their opinion on its significance. If warranted, he may then direct a re-hearing of the case by the Committee or overturn its original decision.
- The vice president may also change the Committee’s decision if procedural irregularity was present in its original hearing, sufficient to severely compromise the student’s ability to present a defense for his actions.
 - The vice president may decide there is sufficient evidence to conduct an appeal hearing for the student. During this consideration, the vice president may call witnesses, including the appellant, and examine as much of the record of the case as he desires.
- In all cases, the decision of the College’s Vice President for Academic and Student Affairs is final and binding upon all parties involved.

All decisions made in disciplinary cases are rendered in good conscience. To protect the privacy of all students, the College cannot make public the information on which decisions are based. The College does, however, take great care to inform the student involved concerning all evidence involved in any action taken against him. The student is also provided due process, in being notified and allowed opportunity to discuss his case fully with the Dean of Students or a designated official of the College.

RESIDENCE HALLS

Life as a resident student at Florida College is a unique experience, allowing for the growth of the “whole man” as well as providing the basis for lifetime friendships.

Some special considerations are made to resident students who qualify for Upper Division (UD) social privileges. Academically, students reach UD status when they achieve sixty hours of semester hours in college credits (and are academic juniors and seniors), as accepted by the College Registrar. However, UD social privileges are extended when:

- A student is over the age of 21, or
- A student is two calendar years removed from high school graduation and has completed two consecutive academic years of full time college work at a post-secondary institution.

All students, under age 21, are required to live either in the College’s residence halls. Exceptions to this policy are:

- Students living at home with their parents, or with relatives approved by the College as the equivalent of parents;
- Students who have UD social privileges.

All resident students are required to carry a full academic load of twelve semester hours, including being enrolled in at least six semester hours at the College. Exceptions to this policy are made at the discretion of the Dean of Students.

The following regulations for residence hall life are based on consideration for others and stewardship of the facilities provided. While adult supervision is present in each residence hall, the monitoring and enforcement of general order and decorum among students is in part the responsibility of the students themselves. At this college, our students have opportunity to develop proper respect and consideration of others as they live, work, study and grow together.

Residence Hall Supervisors

Each residence hall has a supervisor, responsible for the welfare, discipline, and general supervision of their assigned hall and students. Supervisors, in many ways, serve *en loco parentis*. Students are at liberty to go to their supervisor with any problems they might have. Supervisors have the primary responsibility for enforcement of rules and regulations in the residence halls, and work in close cooperation with the Office of Student Services.

Resident Assistants

Resident assistants are student workers in each residence hall who assist supervisors. Complaints regarding noise, disrespect, or similar matters may be reported to the resident assistant. These complaints will be passed on to the supervisors, who may issue demerits, or take other appropriate action—including reporting a matter to the Dean of Students.

Roommate “Rights”

- Enjoyment of life in the residence hall depends to a large extent on the thoughtful consideration residents demonstrate for each other. As a resident you have the right:
- To live in a clean unit;
- To expect a roommate will respect your personal belongings;
- To study free from undue and/or unreasonable interference in one’s unit;
- To sleep without undue disturbance from noise, guests of a roommate, or similar disruptions;
- To freely access one’s unit and facilities without pressure from a roommate;
- To expect that guests will respect the rights of the host’s roommate and other residents;
- To a limited degree of personal privacy;
- To be free from fear of intimidation and physical harm;
- To be made aware of and respond to grievances.

Roommate Responsibilities

- As an important member of this residential community, each student accepts the following responsibilities:
- To verbally express your views to the person(s) involved, should you feel that your rights have been infringed upon. This must be done in a tactful and respectful manner.
- To treat other residents with respect and consideration and guarantee them their individual rights;
- To understand all policies and regulations necessary for the hall and college communities to function, and to abide by those rules;
- To be responsive to all reasonable requests of fellow residents;
- To accept responsibility for personal and community safety; refrain from misusing safety equipment, propping security doors open, or losing or forgetting room keys.

Cooperative living requires effective communication among roommates. Residents experiencing difficulties are encouraged to consult with their Residence Hall Supervisor after they have already tried to resolve these issues with their roommates.

Maintaining a Peaceful Environment

Out of respect and consideration for others, each student is expected to remain reasonably quiet in the residence halls at all times. Radios, CD players, musical instruments, televisions, etc., should never be played loudly enough to disturb others. Violation of this general rule may result in forfeiting the use of items causing disturbance. Students who choose to stay up late should respect the rights of others who wish to sleep.

Quiet Hours

Students who wish to sleep or study at night will be allowed to do so. Quiet hours are from midnight through 8am every evening, except Friday night. During quiet hours, TVs, radios, stereos, computer/video games, etc., must be used either with headphones or at a minimum volume—it should not be heard outside the room; activity must be kept to a minimum. Even on Friday evening, TVs or music is expected to be enjoyed at volume that does not unduly disturb others. Special quiet hours during final exam weeks may be posted as needed.

Curfew

Students are to be in their residence halls by the beginning of curfew at 11:00 pm on Sunday through Thursday and by midnight on Friday and Saturday. Curfew continues until 6:00 am. In order to expedite curfew checks, students are expected to be in their own rooms at the beginning of curfew until checked in by the resident assistant.

- Students who wish to leave their residence halls after the beginning of curfew for any reason may do so only after obtaining permission from their resident assistant or supervisor.
- For the security and privacy of students, the campus is officially closed to all visitors during curfew. Only guests who have made proper arrangements to spend the night may stay. Students who order pizza or other deliveries must make sure they arrive before curfew.
- At the beginning of each semester, each student receives a Late Minutes Card with 30 late minutes. Student may use these late minutes at their own discretion to avoid receiving demerits for missing curfew. A student who thinks he is late may present the card to his resident assistant, who will verify the late minutes used. Students are responsible for their Late Minutes Cards and their use; lost cards may not be replaced.

Consequences for “Breaking Curfew:”

- Demerits, and/or room restriction may be assigned at the discretion of the Residence Hall Supervisor or the Dean of Students—based on amount of time a student is late for curfew.
- An egregious violation of curfew will result in a student being considered absent “without reasonable cause from the campus over night or for a substantial portion thereof,” and causing that student to be *liable to suspension*.

Permission to be Absent from Campus: The “Sign Out” Policy

Resident students wishing to visit off campus overnight or over the weekend may be given permission to do so at the discretion of the Dean of Students or their residence hall supervisor. The student is personally responsible for seeing that the following procedure is followed.

- Obtain written permission from parents; the letter should be dated, signed by the parents, and mailed to the Office of Student Services. E-mails, with appropriate contact information for parents, are also permitted. Parents may wish to have a letter on file in the office to cover all off-campus visits for the year.

- Permission to visit in the parents' home of a student of the opposite sex must be cleared through the Office of Student Services two days in advance. The request must be accompanied by a letter or phone call from the host parents.
- Fill out a Special Permission Form; the residence hall supervisor's signature is required before permission is granted. All requests should be made at least a half day in advance, unless there are extenuating circumstances.
- Give signed form to residence hall supervisor before leaving campus.
- Students are not allowed to sign out on banquet night, whether attending the banquet or not, except to the student's own home.
- Students are not allowed to sign out during "Dead Week," except to their own home.

Consequence for Violation of "Sign Out" Policy:

- Failure to properly sign out, unless extraordinary circumstances are evidenced, causes a student to be liable to suspension, based on being absent "without reasonable cause from campus over night or for a substantial portion thereof."

Extended Curfew

Requests to be out of the residence hall and off campus after curfew should be made well in advance from the Dean of Students or the residence hall supervisor. Difficulties of "last minute requests" are the sole responsibility of the student. Factors including chapel attendance, dining hall behavior, room checks, academic grades, and general deportment can be considered when granting or denying permission for extended curfew.

- Extended curfew will not be granted for concerts that fall on Wednesday or Sunday nights. Extended curfew for concerts occurring on other nights of the week should be approved by the Dean of Students prior to purchasing tickets.
- During Saturday through Thursday, extended curfew is allowed for emergencies or extenuating circumstances only; on no evening, including Friday, will curfew be extended past 1am. Extended curfew for work may be granted only for one hour past curfew on any night with advance permission of the Dean of Students, and will not be extended on a regular basis for that reason.

Room Assignment/Sign-Out/Curfew Considerations for Students with UD Social Privileges:

- Rooms on the top floor of Boswell and Terrace halls are reserved for these students;
- These resident students are *not subject* to the curfew policy;
- These students are *not required* to have permission to leave campus overnight from their parents. However, out of consideration for the residence hall supervisor and resident assistant, and for their own well-being, they should provide written notification of their intentions to the residence hall supervisor or resident assistant, or speak with them in person.

Damage and Loss of College Property

Each student is responsible for the College-provided furniture and equipment in his room.

- When checking into his room at the beginning of each semester, a student should report any damaged items to the supervisor.
- Furniture is to be left in the room **where it is found**. If furniture or other items in the room are damaged, the student(s) residing in the room **will be charged** for the damage.
- At the end of the semester (or year) students are to be expected to leave their room clean and in the same condition in which they found it, and to check out with the supervisor before leaving the campus. Any damage or loss at that time will be deducted from the \$150 security deposit.
- Students not checking out properly and on time will automatically be charged \$50.
- Damages occurring in the **public** areas of residence halls are charged to the individual or group responsible when that can be determined. When this is not possible, **all** residents of the hall or floor will become collectively responsible for the costs involved.

Keys

Each student is provided a key for his room at no charge. However, an \$8 replacement fee will be assessed for each lost key.

- Students are not to have duplicate room keys made. If it is determined that the student has an additional key to his own room, or to any other room on campus, he is **liable to suspension** from the College. Permission of the residence hall supervisor, the Dean of Students or Vice-President for Academic and Student Affairs is required to “pick” a lock.

Painting

No student may paint anything in his or her room.

Pets

No pets, other than fish, are allowed in the residence halls.

Pictures

Permission for attaching pictures and other articles to walls may be obtained from the residence hall supervisor who will explain how these should be mounted. All people in pictures or posters should be dressed according to the college dress code.

Telephones

Each room is equipped for installation of private telephones. Students who have telephones in their rooms are responsible for their proper use, as well as for the payment of all bills. Rooms should be kept locked when the occupants are away to prevent unauthorized use by others. The use of telephones is subject to the College’s Moral Code. Students using telephones should be respectful and considerate of others in the residence hall.

Room Inspection

Student rooms are to be kept *neat, clean, and open to inspection* at all times. The College reserves the right for duly authorized personnel at any time to enter and examine residence hall rooms and contents for purposes of maintenance, fire prevention and safety, or when there is a reasonable suspicion of violation of school rules and policies. Computers and electronic devices may also be searched if there is reasonable suspicion of a violation of school rules and policies. Regular inspections of rooms will be made as announced by the supervisors, and the nurse will make periodic inspections.

Common Areas

Resident students should work together to keep hallways, lobbies and bathrooms clean and free of trash or clothing. All trash from rooms must be discarded in the dumpsters located outside the residence hall, not in the halls or bathrooms. Clothes should not be hung in these common areas or out of the windows.

Insurance on Personal Belongings

The College is not responsible for loss or damage to your personal property from any cause. Each student is responsible to confirm whether or not his belongings are covered by his family's homeowner's insurance policy, if held. Renter's insurance may also be privately obtained.

- In all cases, personal property, such as a student's stereo, TV, camera, VCR, computer, refrigerator, etc. ought to be engraved for identification purposes.

Bicycles

Bicycles must be parked or stored in areas specifically designated for this purpose. More information regarding this may be given by residence hall supervisors or Campus Facilities. Bicycles may not be stored inside residence halls, either in the common areas or in the rooms.

End of Semester Procedures

Students are required to conform to all procedures outlined at the end of the semester. All students, including students with required internships, must vacate the residence halls at the time designated by the Dean of Students. Exceptions to this policy are made at the Dean's discretion.

RESIDENCE HALL SAFETY REGULATIONS

Weapons and Explosives

Possession of firearms (including toy, BB, or pellet guns, or anything else resembling a weapon), fireworks, or explosives is prohibited. A student may not have in his possession either in his own room or in his automobile, any type of weapon. This includes firecrackers, jack knives, hunting knives, and similar objects. Violation of this policy will make a student liable to suspension from the College.

Fire Hazards

- To insure the safety of all students and personnel, the burning of candles or incense or any activity requiring the possession and/or use of matches

is strictly forbidden in the residence halls. Exits from rooms and buildings should be kept clean of obstruction at all times. Trash containers should be emptied on a regular basis. Tampering with or other unauthorized use of fire safety equipment will make a student *liable to suspension*.

- Electrical appliances should not be connected in such a way as to overload extension cords or electrical outlets. Permitted appliances include electric blankets, fans, irons, stereos, televisions, DVD and video cassette players, hair dryers, small refrigerators, computers, electric clocks, desk lamps and shavers.
- Appliances not allowed due to danger of fire include coffee pots unless equipped with an automatic shut-off, popcorn poppers, toasters, hot plates, heaters, etc. Violation will result in a *fine of \$25* and possibly other disciplinary action.

Hazing

Hazing in all forms is forbidden. Hazing violations resulting in personal injury or damage to college property will be considered as major offenses and punished appropriately. Hazing is also prohibited by Florida Statute 240.262, which defines “hazing” as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of a university or college. Violation of this policy will make a student *liable to suspension* from the college.

Intimidation/Invasion of Privacy

Threatening or abusive behavior is not tolerated. This includes, but is not limited to, sexual, racial or religious harassment, intimidation, hazing, pranks, unwanted telephone calls, or invasion of privacy.

The Hillsborough River

Swimming in the Hillsborough River is prohibited. This policy includes “dunkings”, initiations, and etc.

Fire Emergency Procedures

Small fires that have just been started may be extinguished immediately. The following guidelines should be followed:

1. Notify the fire department and alert any other persons to evacuate before you fight the fire.
2. Never attempt to extinguish anything but a small fire. You should be able to put it out within 30 seconds.
3. Use the right fire extinguisher.

<i>Class</i>	<i>When to Use</i>	<i>Water</i>	<i>Dry Chemical</i>
“A”	Wood, cloth, rubbish, etc.	Yes	No
“B”	Oil, gasoline, solvents, paint	No	Yes
“C”	Electrical	No	Yes

Tampering with or other unauthorized use of fire safety equipment will make a student liable to suspension.

Fire Evacuation Routes

Evacuation routes for each residence hall room are posted in the halls of the residence halls and are made available to students at the beginning of each school year. Students should become familiar with the evacuation route for their room and be prepared to follow it precisely.

Fire Evacuation Procedures

In case of fire, students should follow the following procedure precisely. Students should familiarize themselves with this plan.

1. Alarm is sounded.
2. Alert others.
3. Proceed to evacuation route immediately.
4. If there is smoke, stay low.
5. Close all doors (room and stairwell) after you.
6. Walk, don't run.
7. Stay calm, assure others.
8. Exit to the outside.
9. Assemble at location designated on evacuation route.
10. Do not leave assembly point.
11. Obey fire warden (resident assistant) at all times.
12. Resident assistants are responsible to act as fire wardens. Once outside and assembled, fire wardens will ensure that the fire department has been notified. They will account for all present and any missing, and be ready to inform the fire department.

Fire Drills

At least one planned fire drill will be conducted each semester in each residence hall. Other unannounced fire drills may be held at any time. Sounding a false alarm is a violation of the law and will make a student liable to suspension from the College.

GENERAL POLICES FOR RESIDENCE HALLS

Fines for Violation of Residence Hall Policies

Resident students are expected to grow in maturity and avoid immature and inappropriate behaviors. While other fines or consequences may be imposed as deemed necessary by appropriate college personnel, the following should be carefully noted:

Quiet hours violation.....	\$5 (1 demerit)
Failure to pass room inspection.....	\$5
Failure to attend residence hall meeting.....	\$5
Use of non-approved electrical appliances	\$25
Throwing objects from windows or balconies	\$25 (3 demerits)
Throwing water in the building.....	\$5, clean up (1 demerit)
Staying inside during fire drill	\$25

Propping open security doors.....	\$25
Using an open flame.....	\$50 (potential cause for suspension)
Improper use of fire extinguishers	Liable to suspension \$40 plus cost of recharging
Sounding false alarm (“pulling a fire alarm.....	Liable to suspension, \$75, community service
Being on roof of any campus building.....	\$100, Appointment with Dean of Students
Turning off or tampering with electricity to a building	\$75 (3 demerits)
Failure to check out properly	\$50 1–3 demerits to liability to suspension
Defacing or vandalizing college property	Cost of repairs plus \$50, Appointment with
Removing window screens.....	\$40

Students receiving fines must pay them within one week of notice. If a student is unable to pay the fine, arrangements may be made with the residence hall supervisor or Dean of Students to perform hours of work as payment. Such work must also be completed within one week. If a student fails to pay the fine or perform the work within the allotted time, the charge will be turned over to the Business Office and a surcharge of \$10 will be added to the fine.

Guests

Any student wishing to have a visitor in his room may do so after making arrangements with the Office of Student Services or residence hall supervisor before the visitor’s arrival. In order to maintain a normal routine in the residence halls, guest visits are limited to no more than three nights on any one occasion, and are always at the discretion of the Dean of Students or residence hall supervisor.

Policy Regarding Non-Resident (“Commuter”/“Day”) Students

- Non-resident students are obligated to follow the College Code at any time they are on the Florida College campus; while dating a resident student; while socializing with resident students on or off campus, or while participating in any school outing. Non-resident students who aid and abet resident students in the violation of any portion of the College Code will be subject to the consequences of the violation.
- Non-resident students may only visit residence hall rooms when the occupants are present and with the permission of the residence hall supervisor. These visits are always at the discretion of the Dean of Students or residence hall supervisor.
- If a non-resident (“commuter”) student’s personal conduct is undesirable or violates the College Code, he may be given the choice of moving on campus or withdrawing from College. In those cases, the Rules, Welfare, and Discipline Committee may apply curfew and sign-out restrictions on that student at their discretion.

STUDENT LIFE AND DEVELOPMENT

In pursuit of the education of the “whole man,” this College provides a wide range of organizations and extra-curricular activities designed to bring students together in various ways. These organizations and activities serve to open doors for individual development and encourage acceptance of responsibilities.

SPIRITUAL ENRICHMENT

Florida College provides many opportunities for spiritual growth and our students interact daily with professors and fellow students whose first commitment is to our Lord.

Regular Worship of God

Although not mandatory as a regulation of this institution, all students are encouraged and expected to attend a regular worship service on the Lord’s Day, including a Bible study class, as well as a mid-week study. Students not attending worship services are expected to remain on campus during those times.

Evening Devotions

By long tradition at the College, Sunday, Tuesday and Thursday evenings bring students together in Sutton Hall lobby at 10pm for a period of singing, praying and Bible study. These devotional times are organized and conducted by students on a voluntary basis.

Students often hold devotions in the various residence halls at other times and nights of the week.

Chapel Attendance

As mandated by the College charter, during each day of classes, all students, faculty and staff gather in Hutchinson Auditorium for a brief daily devotional period, generally consisting of singing one or more spiritual songs, listening to a short talk centered on scripture, and joining together in prayer. This devotional is usually followed by announcements relating to events occurring at the College.

- ***Each student*** is required to attend this daily assembly. Attendance is kept on record in the Office of Student Services. Absences from this assembly may ***only*** be excused through the College’s nurse or the Dean of Students, based on the same regulations as class attendance. Unexcused absences from chapel assembly will result in the following:
 - Five unexcused absences in one semester will result in disciplinary probation for the remainder of that semester;
 - Six unexcused absences in one semester will result in an automatic suspension from the College, as indicated in the College Code.
- A student placed on disciplinary probation due to chapel cuts may, during the last six weeks of the semester, have an unexcused chapel absence removed if he has received no disciplinary sanctions for two consecutive weeks.
- Any exceptions to this policy are at the discretion of the Dean of Students.

Daily Bible Classes

Bible study—with scripture understood as the Word of God and as central to our *daily living and faith*—is foundational to this College. Not only are our students required to attend an academic course based on the Bible each day they have classes, but biblical principles are also integrated into the entire liberal arts curriculum.

Special Lectureships

The College, through its Biblical Studies Department, offers an annual lectureship featuring guest speakers presenting lectures on a selected Bible-related theme. Other guest speakers are invited to the campus at various times to focus on spiritual themes.

The Sowers and YWTO

These groups meet weekly to provide additional opportunities for spiritual enrichment, as described below within the general body of Social Organizations on campus.

SOCIAL ORGANIZATIONS

Student Body Government Association

The Student Body Government Association (SBGA) allows for development of student leadership, as well as for a student voice in the College's work. SBGA suggestions are duly considered and instituted whenever feasible. The Dean of Students serves as the advisor to SBGA. This organization also serves as the student recreation committee, and also works in an advisory capacity with the College's faculty committee on Food, Health and Safety Services. SBGA also sponsors the Spring Banquet, which serves as the outstanding social event of the academic year.

- SBGA is led by those elected to the offices of President, Vice-President, Secretary, and Treasurer—with elections held in the preceding spring. The membership of the Student Congress also consists of the officers from the Freshmen and Sophomore classes, as well as up to six representatives from both classes. The Junior/Senior class officers serve as representatives for the upper division students. During the third full week of the fall semester, representatives may be elected from each residence hall on campus.
- The Junior/Senior (UD) class officers, in addition to the sophomore class officers, are elected the spring semester prior to the academic year in which they serve. Freshman class officers are elected the sixth full week of the fall semester.
- SBGA representatives may call regular meetings of all residents. The purpose of these meetings is to discuss ideas for positive improvement of residence hall life, adopt house rules, discuss problems, air complaints, find solutions, and conduct devotions.

Phi Theta Kappa Honor Organization

Students excelling academically are invited to become members of a national honor organization: Phi Theta Kappa ("PTK"). The College's chapter of Phi Theta Kappa, Pi Gamma, is traditionally very active, and has been constituted since the 1966–67 academic year.

Alpha Club

The Alpha Club is a select group of students providing valuable service as the College's ambassadors during the course of the academic year. Membership is a distinct honor and only granted after a comprehensive selection process. To be considered, a returning student must have maintained a high grade point average, along with being involved in extracurricular activities. A cross-section of the administration, faculty, staff, and student body nominates returning students who apply to serve in this organization. The Dean of Students makes the final decisions concerning membership in Alpha Club each spring for the following academic year; calling this organization to service in consultation, as necessary, with Vice President for Academic and Student Affairs, as well as the College's Office of Public Relations.

- Among other potential duties, the College's Alpha Club welcomes new students during fall Orientation Week. During the annual Lecture Week activities, they may introduce high school students to the College and usher guests during various programs and activities. They may also be called on to serve during various functions conducted by the College administration during the course of the year, and are invaluable as aids to the Registrar, the Office of Student Services, the Admissions department and Public Relations.

The Sowers

The Sowers is an on-campus organization designed for all of the young men of Florida College. Its aim is to help young men develop their spiritual character and leadership skills. The Sowers meet regularly to discuss spiritual subjects that are relevant to the student body, with the goal of helping the men and women of the student body grow both individually in their relationship with God and in the spiritual service of others.

Young Women's Training Organization

The Young Women's Training Organization (YWTO) provides opportunities for young women to engage in studies or discussions on themes related to roles and responsibilities of Christian women. Various staff members or guest speakers lead these studies.

Circle K Club

Circle K International is a collegiate service organization sponsored by Kiwanis International. The Circle K Club of Florida College is sponsored by the Temple Terrace Kiwanis Club. The club is involved in community service projects, often working with the Kiwanis Club as well as with Circle K members from other colleges and universities.

CREST Club

Christians for the Research and Examination of Science and Technology (CREST) provides students opportunities to examine any aspect of science that affects Christians, such as creation science or bioethical problems. Students meet weekly for topical presentations and discussions, and usually take a couple of field trips per semester. Membership is open to students in any field who wish to increase their own knowledge and teach others.

Chess Club

Students who enjoy playing chess as a pastime or as serious competition are provided an opportunity to compete under the auspices of the Chess Club. An intra-club tournament is planned each semester and in the spring the best Chess Club members play the faculty in a highly anticipated challenge match.

Footlighters

The purpose of Footlighters is threefold: to promote interest in wholesome dramatic entertainment, to aid students in developing within themselves the ability to portray basic human emotions through the medium of drama, and to provide opportunities for students to express themselves creatively in such matters as make-up, staging, lighting, scenery, etc. Membership is open to any student especially interested in drama.

APPLE

The APPLE Club is an organization for students majoring in Education or interested in learning about that field as a career.

Collegiate MENC

The Music Educators National Conference is the association for professional music educators. Its purpose is to promote the value of music education. Collegiate MENC provides for student participation at the college and university levels in the organization's activities. Students interested in music education as a profession may gain an opportunity for professional orientation and development while still in school.

College Societies

Six Greek-lettered co-educational societies provide spiritual, social, and physical growth for the vast majority of resident students at Florida College, as well as a number of non-resident students. Our students are encouraged to join a society for the camaraderie produced from participation in community service, athletics, spiritual devotion, amid other activities.

- Our societies—Arete, Kappa Omicron, Omega Chi, Phi Sigma Chi, Psi Beta Gamma, and Zeta Phi Epsilon—are democratic in nature and function, and are not related to in activity, or associate with, fraternities and sororities at other institutions. Though supervised by faculty advisors, these societies are essentially student-led.
- The College intramural program centers on inter-society competition. The program includes seasonal schedules and includes flag football, basketball, softball, volleyball, soccer, “ultimate” Frisbee, kickball, and various other competitions. Fairness, loyalty, and sportsmanship as Christian athletes are stressed in this program.

Within the first two weeks of the fall semester, officers from each society (generally elected in the previous spring semester) provide information about their respective society in an evening event, designed to help students determine which society they would like to join. Students will sign up for a society at an event designated by the Office of Student Services.

- There is a society roster cap of 65 for freshmen and sophomores;

- There is no cap on the number of UD (upper division) students that a society may include;
- Beyond the cap of 65 freshmen and sophomores, up to ten UD students may be exempt from attendance reporting;
- For society sign-up and attendance reporting, UD students will be accounted for separately within each society,

Once intramural sports have begun, a student will be considered a member of the society for which he participates in any part of a game. In order to remain part of a society, a student must:

- Pay dues and attend meetings as determined by his society's officers;
- Remain enrolled in at least six semester credit hours at Florida College;
- Not be on disciplinary probation, or otherwise prohibited by the Dean of Students

A student wishing to change societies at any time during the year should contact the Office of Student Services and complete the appropriate form, so that society rosters can be properly adjusted.

- A student can only join a society if there is room on that society's roster;
- Any student changing societies will not be eligible to participate in any society activities which generate points for four weeks from the date of the notification of the Chairman. Note: Vacations are counted as part of the four weeks wait time. Students seeking to change societies between fall and spring semesters ought to complete their form in the Office of Student Services before leaving for the holiday break.

General Guidelines for Participation in Student Organizations

- Any student entering Florida College on academic probation, on a non-degree seeking program or with a Florida College grade point average between 1.00 and 1.60 may be a member of *one* organization; however, he *may not be an officer* in that organization.
- A student with a GPA between 1.61 and 2.50 may be a member of two organizations and hold office in one;
- A student with a GPA between 2.51 and 3.49 may be a member of three organizations. There is no limitation on averages of 3.50 and above.
- Any student accumulating *six demerits or five chapel cuts* in one semester may not continue in society activities during that semester.

New Student Organizations

Requests for permission to form new student clubs or organizations should be submitted in writing to the Dean of Students. The request must be accompanied by a written proposal, including the proposed club's name, purpose, nature of activities, membership qualifications, and other relevant information as requested by the Dean of Students.

ACTIVITIES FOR CREDIT

Athletics

The College's intercollegiate sports include: men's basketball, women's volleyball, men's and women's soccer, and cross-country. The intercollegiate program is under the general administrative oversight of the Dean of Students, and is the immediate responsibility of the College's Athletic Director and a faculty committee.

Cheerleaders

Basketball cheerleaders are chosen at the beginning of the fall semester. The purpose of the group is to support the team and promote school spirit.

Wind Ensemble, Jazz Ensemble, String Ensemble

The Florida College Band is made up of both music and non-music majors who have played in high school bands and wish to continue to develop their musical skills.

- The Band performs as a Wind Ensemble in concert both on and off campus, performs as the Pep Band at home basketball games, and makes an annual tour.
- Members of the Band who are interested in jazz may register for Jazz Ensemble, which tours with the Wind Ensemble.
- The String Ensemble performs on and off campus, combining with wind and percussion players to provide an orchestra for College musicals and other performances each spring.

Chorus

The Florida College Chorus is selected each fall by audition, and is open to both music and non-music majors. The Chorus tours widely each year, in addition to presenting programs locally and on campus.

Friends

"Friends" is a group composed of students talented in performing popular music. Singers in the "Friends" group are selected by audition each fall, under the auspices of the Public and Alumni Relations department. "Friends" perform at various venues, both on and off campus, throughout the academic year, as representatives of the College. "Friends" typically embark on an extensive tour after the spring semester concludes.

Forensics

The College traditionally has enjoyed an active forensics program that open to all students. Students compete with other college and university students on the local, state, and national level in several different categories of competition, such as impromptu speaking, extemporaneous speaking, dramatic interpretation, and debate.

GENERAL POLICIES AND INFORMATION

Life Enrichment Programs

The Life Enrichment Committee plans a variety of programs each year for entertainment, cultural enrichment, academic enhancement, or personal improvement.

Student Publications

The Royal Palm is the College's yearbook, produced by our students with the aid of an advisor. **River Breezes**, a collection of original prose, poetry, and art by the students and faculty of Florida College, is compiled and edited by the Florida College chapter of Phi Theta Kappa as a service to the students and the College.

- Requests for permission to produce other student publications should be submitted in writing to the Dean of Students for approval by the president. All authorized student publications are under the direction of the Dean of Students. The Dean shall designate the editors and staff members for student publications either personally or through an appointed faculty advisor. Student staff members not maintaining the scholastic and moral standards of the College are subject to dismissal from their positions. Faculty advisors of publications are to be kept informed by the staff of the progress and problems involved in the publication of each issue. All contents of proposed student publications are to be approved by the advisor and/or any other persons whom the president might designate. The allotment of funds for each publication is determined by the Vice President for Academic and Student Affairs. Each faculty advisor has general supervision of funds allotted to his group. All requests for additional funds must be made to the vice president, who will notify the group whether the request is granted.

Hammontree Student Benefit Trust Fund

W. C. and Doris Jean Hammontree established a perpetual fund in memory of James Shirley Hammontree to provide an annual gift to the students of Florida College. Each year the student body selects projects that will add the enrichment and enjoyment of student life at Florida College.

- The Student Body Government Association selects a project (or projects) each year from ideas suggested by the student body. Final selections must be approved by the College administration. The amount available, and the rules governing its use, should be obtained from the business office at the first of each year.

Recreational Facilities

- The Student Center, located in the center of campus, provides a place for students to relax, socialize, study, or enjoy a snack. It is equipped with various table and video games and televisions. Students may purchase snacks in the Pouch, also located in the Student Center.
- The Student Center is open Monday through Saturday from 8:00 am until curfew.
- Conn Gymnasium, located on the east side of the Hillsborough River, is also open for athletic practices and general student use on various evenings.

Social Gatherings

Public meetings or gatherings must be cleared with the Dean of Students and placed on the activity calendar in the Office of Student Services. This regulation includes discussion meetings in the residence halls or at other on-campus facilities in which persons not officially connected with the College are asked by students to participate.

- Every group outing requires a faculty sponsor. Renting or otherwise obtaining the use of clubs, halls, or similar places must be approved by the Dean of Students.

Special Activities

Students wishing to participate in activities which have a unique risk attached (including horseback riding, boating, camping, flying in private planes, etc.) are required to secure written permission from their parents. The Dean of Students final permission is required in all cases.

Overnight and Extended College Sanctioned Trips

- The College Codes apply on all trips sanctioned by the College and are enforced.
- A curfew of 12:00 midnight will be observed, but the group sponsor may set earlier or later curfews at his discretion. All students are to be in their own rooms at curfew. All exceptions must have the express permission of the sponsor.
- No student is to be in the hotel room of a person of the opposite sex at any time, except with the specific permission of the sponsor and when there are at least three persons in the room.

Marriages during a Semester

Florida College encourages courtship within the moral principles and parameters maintained here. Indeed, many marriages develop based on close associations in college life. Out of respect and fairness, any enrolled students planning marriage should seek the approval of their parents and notify the College—by tradition, the Dean of Students. All married students must have their companion in Tampa with them to be maintain enrollment in Florida College.



STUDENT SERVICES

ADVISING

The College provides a personalized program of advising to aid our students in navigating their way through a college education, with an eye on individual needs, interests, and abilities.

Orientation

Advising begins each semester, as our new students are introduced to all aspects of college life during a comprehensive Orientation program, offered prior to both the fall and spring semesters.

Academic Advising

The Director of Advising selects an academic advisor for each student. Each academic advisor is member of the College faculty, chosen for the student based on the student's identified interests. Students meet with their advisors during orientation to discuss their goals and plan for their progress, as well as select their academic courses. Students typically confer and work closely with their advisors frequently, as they continue through their degree programs.

Advising Office

- Director: Stephen S. Walker, Ph.D.
- E-mail: advisingoffice@floridacollege.edu
- Telephone: 813.988.5131

The Advising Office assists students with their academic, personal, social, and career concerns. The following services are available:

- Academic Evaluation. The Director of Advising evaluates each student's ACT and SAT scores and high school math and English scores and assigns appropriate course levels prior to registration. Each student is assigned a faculty advisor who will assist the student with specific course selections and provide guidance in his academic program.
- Career Exploration. Services available to students in the Advising Office include the ACT Interest Inventory, the Holland Self-Directed Search (SDS), the Strong Interest Inventory (SII), and the Myers-Briggs Type Indicator (MBTI).
- Transfer Exploration. The Advising Office can help students investigate upper level colleges and universities offering the academic major and other experiences they desire.
- Personal and Social Growth. Students may find assistance with academic difficulties, homesickness, personal relationships, or emotional distress. The Advising Office provides help in healthy growth, study skills, planning, decision-making, and dealing with stress. Students needing counseling or psychotherapy are referred to a licensed professional.

The Academic Dean, Registrar, Director of Advising, Dean of Students, and faculty members are available at any time for any problem of an academic, religious, social, or personal nature.

FINANCIAL SERVICES

Financial Aid

All questions concerning financial aid should be directed to the Office of Financial Services. A complete description of all financial aid programs can be found in the Catalog.

Business Office

Check cashing is provided up to \$50.00 per day per student. Larger amounts require a one-day notice.

- Through a contribution of the local Rotary Club, a \$25.00 loan is available to students. There is a small charge for this service.
- All fees and expenses (course drop, course change, activity, CLAST exam, make-up exams, fines, permits, bookstore purchases, medical expenses, etc.) must be paid with cash, check, or VISA. Only tuition, room, board, and related fees can be charged.

HEALTH SERVICES

The Florida College Health Center's mission is to promote health and wellness. The staff help students develop healthy life-styles to enhance their intellectual growth and development, provide basic first aid and short term minor illness treatment to minimize interruptions in their academic pursuits, and make appropriate referrals to resources on campus and in the community.

The Health Center is located in Boswell Hall and is staffed by a nurse who consults with and refers students to a physician who maintains an office near the University Community Hospital, approximately a ten-minute drive from campus. The Health Center's office hours are from 7:30 am to 1pm, Monday through Friday.

In case of illness after hours or on weekends, on-campus students should contact their residence hall supervisor. For cases requiring immediate medical attention, students may go to either of the following:

- Doctor's Walk-In Clinic, 13210 Bruce B. Downs Blvd., Tampa (977-2777); hours: 8:00 am–8:00 pm (Monday–Friday) and 8:00 am–5:30 pm on Saturday.
- University Community Hospital, 3100 Fletcher Avenue, Tampa (972-7272).

All treatments ordered by a physician will be the responsibility of the student. Students are required to have a health insurance identification card for proof of health insurance.

- **Excused absences** may be given only by the Dean of Students or by the College Nurse according to the following guidelines.
 - Up to three absences for illness may be excused by the College Nurse if the student follows the appropriate procedures:
 - Resident students too ill to attend classes or chapel ***must be seen by the nurse*** during the illness before ***the absence from class or chapel***

in order to be excused. Students too ill to visit the nurse should immediately contact their residence hall supervisor.

- Commuter students must notify the nurse or the Office of Student Services before missing class or chapel.
- Commuter students who become ill while at school should contact the nurse or Student Services before leaving the campus.
- After three excused absences for illness in a class the College Nurse will issue excuses only upon receipt of a statement from a medical professional validating the illness. Students not receiving a medical validation will incur personal absences.
 - The nurse will exercise professional judgment in determining whether or not an ailment is sufficient to warrant an excuse from class; minor ailments may be treated by the nurse, with no excuse extended;
 - Excuses, unless specifically noted, are for one day only; a student ill for a consecutive day must see the nurse on that consecutive day before being excused. The nurse will not excuse a student from class for more than two days without a physician's diagnosis.
 - Well checks do not warrant excuses; plan such doctor's appointments for times that do not conflict with classes taken in a semester.
- Absences for other extended illnesses will be considered by the Dean of Students according to College policy.
- It is the student's responsibility to make up missed work, in cooperation with his professor.

FOOD SERVICES

The College Meal Plan

Aramark Dining Services is contracted by the College to prepare meals for resident and non-resident students in the Henderson Dining Hall and in the Pelican's Pouch in the Student Center. Resident students pay a flat rate per semester for meals. (See page 59 of the Catalog.) There are no refunds, except in cases of official withdrawal from school. The student ID card serves as the meal ticket. Non-resident students may purchase meals in the Dining Hall or in the "Pouch."

Dining Hall Rules

1. Meals are served on the basis of a valid FC meal card, Falcon Bucks or cash payment.
2. Beverage containers are not allowed in the dining hall.
3. Dishes, glassware or silverware must not be removed from the dining hall.
4. Take-out meals are allowed in the event you are sick or your class schedule conflicts with the dining hall hours. However, you must obtain written authorization from the Office of Student Services or the nurse prior to receiving the meal. In cases of illness the nurse may direct the dining hall staff to send food to a student's room. See the cashier for take-out supplies.
5. Each individual is responsible for disposal of his trash.
6. Each individual is responsible for taking his own meal trays to the dish room conveyor belt.

7. Nothing is to be taped or stapled to the doors or walls of the dining hall. Announcements may be placed on the bulletin board outside dining hall.
8. Visiting students from other colleges may dine at the off-campus student rate by presenting their current college ID to the cashier or server.
9. Do not double-stack meal trays on the conveyor belt.
10. Students should conduct themselves appropriately. Inappropriate behavior including throwing of food will not be tolerated and will result in fines and/or demerits. Repeated inappropriate behavior will result in an appearance before the Rules, Welfare and Discipline Committee.

Dining Hall Hours

<i>Monday–Friday</i>	Breakfast	7:00 am–10:00 am
	Lunch	10:45 am–2:15 pm
	Dinner	5:00 pm–8:30 pm
<i>Saturday</i>	Breakfast/Lunch	8:30am-2:00 pm
	Dinner	5:00 pm–8:00 pm
<i>Sunday</i>	Breakfast	7:00 am–9:30 am
	Brunch	11:30 am–1:30 pm
	Dinner	6:15 pm–8:45 pm

Pelican’s Pouch

Located in the Student Center, the Pouch is a great place to get together with friends. You can find your favorite grilled sandwiches, fries, sweet and salty snacks and beverages. The Pouch accepts Falcon Bucks and cash.

Pouch Hours:

Monday-Friday	10:45am-9:00pm
Saturday	11:30am-8:30pm
Sunday	6:00pm-9:00pm

CAMPUS SECURITY AND EMERGENCY POLICY

Florida College seeks to insure the safety and security of all students and personnel. All should familiarize themselves with the following policies relating to campus security and emergency procedures. A successful security program depends on everyone’s cooperation.

Campus Security Personnel

Campus security policies and procedures are administered by the Dean of Students and are reviewed regularly by the Food, Health and Safety Committee. Security services at Florida College are provided by U.S. Security Associates, one of the largest security companies in the nation. Professionally trained, uniformed officers patrol the campus every night during curfew hours. These officers work closely with the Temple Terrace Police and Fire Departments in maintaining campus security.

Annual Report of Crime Statistics

In compliance with the College and University Security Information Act, Act 73 of 1998, as amended, and the U.S. Student Right to Know & Security Act, Public Law 101-542 (renamed The Jeanne Clery Act), Florida College publishes an annual

report of crime statistics, policies and programs that promote campus safety. This report is distributed to all students and is available to all prospective students upon request. Reported crime statistics for over 6000 colleges and universities in the United States, including Florida College, may be found at <http://ope.ed.gov/security/>.

Reporting of Crimes and Other Emergencies

In the event of a crime, or a safety or medical emergency, contact immediately your residence hall supervisor, the Dean of Students, or 911.

Access to Residence Halls

All visitors are responsible to obtain authorization from the residence hall supervisors or Dean of Students. Anyone seen inside residence halls without obvious proper authorization should be reported to the residence hall supervisor immediately.

Campus Curfew

For the security and privacy of the students, the campus is officially closed to all visitors at curfew. Only guests who have made proper arrangements to spend the night may stay. Students who order pizza or other deliveries must make sure they arrive before curfew; delivery people will be turned away if they arrive on campus after curfew. Please do not give room numbers when placing orders.

Emergency Evacuation Procedure

In the event of an emergency that would necessitate the evacuation of residence halls, students should follow the emergency evacuation routes posted in each residence hall. If it should become necessary for residents not to re-enter their residence halls, women should go immediately to the Student Center and men should go immediately to the Library. They should remain in those locations to receive further instructions.

General Campus Security

All students and personnel of Florida College are encouraged to develop a sense of security awareness. Such awareness will be enhanced by orientations and other efforts designed to keep the college community informed and prepared to prevent and respond to crime and other emergencies.

Student Criminal Conduct

The College will cooperate with the police if students violate a state or city statute. When necessary, the College will call upon local law enforcement authorities for help in investigating criminal behavior.

MOTOR VEHICLES

Keeping an automobile or motorcycle at Florida College is considered a privilege. To guarantee the safety and convenience of students and staff, the student who is granted a permit assumes the responsibility of complying with campus vehicle regulations. The College reserves the right to revoke the privilege if the student seriously violates or persists in violating the regulations. The College reserves the right to inspect students' vehicles and their contents when there is reasonable suspicion of violation of school rules and policies.

Registration and Parking Permit

- All owners are required to register motor vehicles (automobiles, motorcycles, scooters, etc.) with the Student Services office.
- The annual fee for registration and parking a vehicle for resident students is \$75 (or, \$50 per semester). The annual fee for the registration and parking for non-resident students is \$50 (or, \$30 per semester). Proof of liability insurance and a valid driver's license are required at the time the vehicle is registered. The appropriate decal is to be displayed as instructed. Replacing a lost decal will cost \$5.00.
- All qualified students who have vehicles in their possession must register the vehicle with the College through the Office of Student Services, must apply the parking decal as instructed, and must park in their assigned space on campus, if a resident student. Non-resident students are provided non-assigned parking adjacent to the Business Building. Students may not park their vehicle in the neighborhood around campus, with or without a college parking decal, and whether or not the vehicle is registered with the college.

Parking and Traffic Regulations

- Campus lawns are off limits to any parking without specific permission from college officials.
- Students may not park at any time in spaces designated for supervisors, bookstore customers, physical plant, faculty or staff.
- Parking in a visitor space may not exceed 15 minutes.
- Special exceptions are made for female students who, because of work or another specific reason, arrive after curfew. They should park in a staff space near the residence hall until the security guard can escort them while they move the vehicle to its assigned space.
- Non-resident students are designated to park in the lots adjacent to the Business Building. Parking is NOT allowed at the Business Building for on-campus residents. Students should park in their own spaces and walk to their classes.
- Vehicles parked in fire lanes may be towed away from campus at the owner's expense.
- Drivers of motor vehicles are expected to observe the 10 mph on-campus speed limit at all times.

Violations and Fines

Fines will be levied, but are not limited to, the following parking or traffic violations:

1. Careless or reckless driving	\$15
2. Exceeding a safe speed	\$15
3. Failure to display decal properly	\$15
4. Driving across campus lawns.....	\$15
5. Parking in visitor or bookstore customer space	\$15
6. Parking in space not assigned	\$25

7. Parking in a faculty, staff, or maintenance space	\$25
8. Blocking a dumpster	\$25 plus city fine
9. Parking in a fire lane	\$35
10. Parking in a handicapped space	\$35

(Note: Temple Terrace Police officers also have the right to ticket cars parked in handicapped spaces. Their ticket price is usually \$250.)

- Fines are payable during normal business hours at the Office of Student Services within one week of the ticket being issued. If a student is not able to pay the fine, arrangements may be made with the Dean of Students to perform hours of work as payment. If a fine is not paid within the allotted time, the charge will be turned over to the Business Office and a surcharge of \$10 will be added. A fourth violation may result in the forfeiture of the student's right to use his vehicle at Florida College, in which he will be required to turn in his keys to the Dean of Students or to park in a remote location on campus for a period of time. Other penalties may be assessed for students who have multiple unpaid fines.
- Tickets may be written any time 24 hours a day, seven days a week. Rain, inclement weather or car failure will not excuse traffic or parking violations. The student who registers a vehicle is responsible for compliance with all regulations and payment of fines even if another person is driving the vehicle.
- If a student cannot park in his assigned space for any reason, the problem should be reported to a Residence Hall supervisor or the Office of Student Services. If this procedure is not followed and the student chooses to park illegally and receives a ticket, he is liable to a parking fine, or other consequences as noted above.
- Traffic tickets may be appealed in the Office of Student Services within five days of the ticket.

Washing or Repairing Cars

No repair work is to be done on the campus property. Violation of this regulation may result in the vehicle being towed away from campus at the owner's expense.

GENERAL INFORMATION AND POLICIES

Lost and Found

Articles found on campus should be taken to Lost and Found, located at Postal Services in the Student Center. Articles unclaimed after six months may be claimed by the finder.

Postal Services

During Orientation week, Campus Postal Services provides each student a post office box located in the Student Center. Students are responsible for reading and responding to notices placed in their mailboxes, so they should check them regularly.

- Your correct mailing address is: (Name), Florida College, 119 N. Glen Arven Avenue, Temple Terrace, Florida 33617-5578.
- Hours: 8:00 am–5:00 pm, Monday–Friday

Bookstore

Textbooks, supplies, religious books and materials, and other useful items may be purchased in the college bookstore. All bookstore purchases must be paid with cash, check, or VISA. Students may not charge purchases to their accounts.

Hours: 8:15 am–4:00 pm, Monday–Friday; 10:00 am–1:00 pm, Saturday

Laundry

Laundry facilities are located in each residence hall. The College is not responsible for clothes that are lost, left in the laundry, or damaged.

Identification Cards

Each student is responsible to have an identification card made in the Public Relations Office during the week of Orientation. It is important that each student carry a validated card at all times. The ID card will be used for meals in the dining hall, as a pass to most home basketball games, and for checking out library materials. A stolen or lost ID card can be replaced for a \$5 fee.

Maintenance of Campus Facilities

- Students are expected to cooperate in every possible way with Facilities Maintenance so that the buildings and grounds may be kept clean and neat at all times.
- Students responsible for damage done to buildings and furnishings will pay for the damage. To mar or disfigure school property is a serious violation of the College Code and students involved in such activity will be held accountable before the Rules, Welfare and Discipline Committee.
- Any objectionable condition in rest rooms or residence halls should be reported to the residence hall supervisor and any objectionable condition in campus buildings should be reported to the Dean of Students. Clothing or personal articles left in the rest rooms will be confiscated.
- The use of any school tools or equipment without permission of Facilities and Maintenance, or other authorized College personnel will result in a student being held accountable before the Rules, Welfare and Discipline Committee.

Posting of Notices

Notices or signs from campus organizations may be posted on campus only after approval by the club's faculty sponsor or by the Dean of Students. Notices by individual students or by persons or organizations not affiliated with the College must have the approval of the Dean of Students to be posted. Approved notices or signs may be posted only on bulletin boards located on campus. No signs should be taped or tacked to walls, doors, or glass.

Work Contracts

On-campus work contracts are granted to students who apply through the Office of Financial Services. All students with work contracts are responsible for securing from the Business Office a statement of instructions regarding their obligations. Resident students wishing to work off campus are required to have the consent of their parents and the approval of the Dean of Students.

Official Notices

A notice to report to any administrative office has precedence over all other college activities and is to be answered immediately. Failure to respond may require satisfactory explanation before the Rules, Welfare, and Discipline Committee.

Thanksgiving and Spring Break

The Florida College campus is closed during the Thanksgiving Break, the holiday break between semesters and Spring Break. When students leave the campus for these breaks, parents assume full responsibility for their student's whereabouts and activities. Students are still required to abide by the College Code during the time they are away from campus, since they are still enrolled students.



APPENDIX A: POLICIES FOR USE OF COMPUTERS

The privilege of using the FC Computer Network is provided to support education, collaboration, and research to benefit you. Through the FC Computer Network you are connected to the Internet and other worldwide research and education networks.

Security on the network is extremely important, and it is the responsibility of each network participant. Do not reveal your password to anyone, or allow anyone else to access your computer account without supervision. Make sure that you log out at the end of each computer session.

The Internet is not a secure network. Information that is transmitted over the network is not encrypted or made private between the sender and addressee. Anyone who can intercept the transmission has access to the information as if it were addressed to the interceptor. Sensitive or confidential information should not be sent over the network.

Your access to the FC Computer Network is conditional on your responsible use of the computer facilities and maintaining security. To have this privilege, you must agree to adhere to the following guidelines. These policies also apply to the use of personal computers by students at Florida College. Failure to adhere to these guidelines may result in disciplinary action, up to and including suspension from Florida College.

Computers should not be used for any unlawful purpose.

1. It is unacceptable to use any electronic device, such as PCs, cell phones, PDAs, or the FC Computer Network to transmit threatening, obscene, or harassing materials. Violators will be liable to suspension.
2. To intercept any computer transmission is a criminal offense. Any unauthorized attempt to access another individual's computer account, to intercept any private transmission, or otherwise violate another person's privacy is not acceptable. This policy applies to all email transmissions. Violators will be liable to suspension.
3. Attempts at "hacking" or trying to penetrate a remote site or other network without proper authorization are strictly forbidden and will make a student liable to suspension.
4. The law prohibits the unauthorized use, downloading, sharing or copying of copyrighted computer software programs and files, including music and movies. Copyright law violations make a student liable to suspension.

Computers should never be used for immoral purposes.

1. Among the vast and valuable resources on the Internet is some material that is offensive. This material is not a part of the FC Computer files, but because of the Internet's complex web of connections, it is difficult to block access to this material.
2. Do not attempt to use either the FC Computer Network or your personal computer as a conduit for transfer or storage of files or data of an illegal, obscene or pornographic nature. Violators will be liable to suspension.

Computer users must practice academic honesty.

1. While computers and the Internet provide valuable tools and resources for research, they also present users with additional opportunities to misuse these resources in ways that are dishonest.
2. Students are expected to demonstrate honesty and integrity in all academic work, including the work done with the aid of computers and the Internet. Cheating or plagiarism of any kind is not acceptable. This includes copying the works of other students or authors without identifying or properly handling the sources, citing false or fabricated sources, or downloading papers or portions thereof to be presented as one's own work. Proven cases of cheating or plagiarism will result in suspension and a permanent "F" grade in the course in which the student cheated.

Computer users must adhere to these additional policies of the FC Computer Network.

1. The FC Computer Network is not to be used for commercial purposes.
2. Deliberate disruption of anyone's work or system is prohibited. Violators will be liable to suspension.
3. Disruption of any activity on a remote computer or entering restricted files within the FC Computer Network is forbidden. Users should not do anything that will cause the loss or corruption of data, the abnormal use of computing resources, or the introduction of computer viruses by any means. Violators will be liable to suspension.
4. FC Computer Network resources are limited and use of modems, terminals, and computers must be limited to allow for users to share these resources. Guidelines for use established in the computer labs must be followed. Violation of these guidelines may result in the loss of network computer access.
5. No software, whether downloaded or from diskette, is to be installed on any computer in the FC Network without authorization.



APPENDIX B: **HARASSMENT POLICY**

Harassment and Non-Discrimination Policy (including Sexual Harassment)

Every Florida College staff member, faculty member, and student has the right to work and study in an environment free from discrimination and harassment and should be treated with dignity and respect. The College prohibits discrimination and harassment based on race, color, creed, national origin, sex, age, religion, disability, or any other classification protected by local, state or federal law, toward any applicant or student who meets the College's admission criteria and is willing to abide by the College's standard of conduct.

The College's policy against discrimination and harassment (the "Policy") incorporates protections afforded by Title IX of the Educational Amendments of 1972, which prohibits discrimination in educational programs and activities based on gender. The College may, under federal guidelines, discriminate regarding religion in its educational program, activities, and/or employment in accordance with specific religious tenets held by Florida College and its controlling body. The Policy also incorporates Title VII of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972, as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act; and the requirements of any other state and federal laws prohibiting discrimination. Any individual whose conduct violates the Policy will be subject to disciplinary action up to and including termination for faculty and staff and expulsion for students.

Harassment is the creation of a hostile or intimidating environment, in which verbal or physical conduct, because of its severity and/or persistence, is likely to interfere significantly with an individual's work or education, or affect adversely an individual's living conditions on campus.

Illegal and improper harassment based upon any of the factors listed above may include, for example:

- Making unwelcome comments about a person's clothing, body or personal life;
- Use of offensive nicknames or terms of endearment;
- Offensive jokes or unwelcome innuendoes;
- Any suggestion that sexual favors, race, gender, religion, national origin, age, disability or any other protected classification would affect one's job, performance evaluations, grades or working or educational conditions; or
- Other conduct that, even if not objectionable to some individuals, creates a working environment that may be considered by others to be offensive or hostile.

Sexual harassment, in particular, may consist of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when one or more of the following occur:

- Submission to or rejection of such conduct is made a term or condition of an individual's employment or academic success;
- Submission to or rejection of such conduct is used as the basis for or academic decisions; or

- Such conduct has the purpose or effect of interfering with an individual's work or academic performance or creates a hostile, intimidating or offensive work or educational environment.

Florida College has designated Dr. Brian Lewis Crispell, Dean of Students, as the College's representative to handle issues arising under the Policy, including Title IX. Dr. Crispell may be contacted at the Student Services Office, 119 N. Glen Arven Avenue, Temple Terrace, Florida 33617, or by telephone at (813) 899-6745.

Individuals who need further information or clarification of the Policy should contact Dr. Crispell. Staff, faculty and students who feel they have suffered discrimination or harassment in violation of the Policy should follow the Complaint Resolution Procedure below. The Policy also applies to complaints of harassment or discrimination involving applicants for admission or employment, or persons aggrieved by third parties such as contractors or vendors serving the College.

Complaint Resolution Procedure ("Procedure")

Florida College will endeavor to respond to and resolve all complaints quickly and effectively. Individuals who believe they have been harassed or discriminated against in violation of the Policy are encouraged to take action in any of the ways described in the Procedure.

Although none of the actions listed as options for Informal Resolution, below, are required before an individual may file a Formal Complaint, the College favors informal resolution of these claims whenever such resolution can be effected fairly. The Informal Resolution process usually provides an effective means for resolving most issues, however, an individual having a complaint under this Policy may terminate the Informal Resolution process at any time, and initiate a Formal Complaint. Except as expressly provided herein, this Procedure is the only grievance procedure available to staff, faculty, students or other parties for violations of the Policy. No other grievance procedures otherwise available at the College are applicable.

Through the Procedure, the College will take necessary steps to prevent recurrence of any harassment and/or discrimination determined to have occurred, and will take necessary steps to correct the discriminatory effects of the conduct on the complaining party and others, if appropriate. During all stages of the Procedure, every effort will be made to insure fundamental fairness to all parties involved in the complaint process. The College will make good faith efforts to protect the confidentiality of those involved in the Procedure to the extent permitted by law and to extent that continued protection does not interfere with the College's ability to investigate allegations or to take corrective action.

Florida College prohibits retaliation against any individual who files a complaint (informal or formal) in good faith or participates in a harassment or discrimination inquiry. Disciplinary action will be taken against any individual who a) retaliates against a person making a complaint under the Policy or participant in a harassment or discrimination inquiry, or b) files a discrimination or harassment complaint in bad faith, or c) maliciously or knowingly files false charges.

Informal Resolution:

Informal Discussion with Offending Party

Prior to the involvement of other parties or College officers, the person making the complaint (the “Complainant”) may choose to discuss the concerns directly with the person about whom the complaint is being made (the “Respondent”). The Respondent may not realize this his or her conduct is offensive or unwelcome. Many disputes can be resolved quickly and effectively with such direct communication. A complaint brought to the attention of the Respondent shortly after the allegedly offensive behavior occurs (i.e., immediately or in a few days) will usually result in more effective resolution.

Informal Discussion with College Officials

To initiate an informal discussion with College officials, the Complainant should contact Dr. Brian Lewis Crispell, Dean of Students. If the complaint is against Dr. Crispell, the Complainant should contact the President of the College, who will designate a representative of the College to handle the matter. In either event, the College official should be contacted in a timely manner, ordinarily within thirty days of the offending conduct:

The informal discussion can help with any or all of the following options:

- Assisting the Complainant to determine if the behavior violates the Policy, or to learn more about the Policy generally.
- Meeting with the individual whose behavior is offensive or unwelcome, discussing the situation, and making it clear that the behavior is offensive or unwelcome and should cease.
- Contacting the supervisor of the person whose behavior is offensive or unwelcome and requesting assistance to stop the behavior.
- Conducting an informal investigation with the effect and goal of ending the behavior in an effective and expeditious manner.

Based on the Informal Discussion, the College official will determine what additional action, if any, is necessary.

The Informal Discussion process will last as long as the Complainant deems it desirable to continue to meet with College officials, but usually the College will try to resolve the problem at this early stage within ten working days. Most complaints can be resolved at this stage. If not satisfied with the resolution from the Informal Discussion, the Complainant may proceed to the Formal Complaint process described below, or either party may bypass the Formal Complaint process and file an appeal to the Resolution Committee, as indicated below.

Formal Resolution

A Complainant may bypass the Informal Discussion process entirely and file a Formal Complaint with the Dean of Students. Formal Complaints alleging violation of the Policy must be filed in the office of the Dean of Students in a timely manner, ordinarily within thirty days of the offending conduct, or shortly after the conclusion of the Informal Discussion process, usually within ten working days. If the Formal Complaint is against Dr. Crispell, the Complainant should contact the President of the College, who will designate a representative of the College to handle the matter. The Formal Complaint must be in writing and must set forth (1) the Complainant’s

name and signature; (2) specific descriptions of the alleged behavior; (3) the identity of the person or persons purportedly responsible; (4) the date or approximate date on which the behavior occurred; (5) all witnesses and evidence supporting the complaint, including attaching any tangible evidence or documentation; and (6) a statement that the complainant intends that this document shall constitute a Formal Complaint.

The Respondent will have ten working days after receiving the Formal Complaint to file a written response (“Response”) in the office of the Dean of Students.

The Dean of Students, or his designee, will review the Formal Complaint and Response. An investigation, including relevant interviews, will be conducted. The Dean of Students, or his designee, will prepare a written report of his or her findings (“Findings”) as expeditiously as possible, usually within forty-five days from the date that the Formal Complaint was filed, and will deliver the Findings to the Complainant and Respondent. The provisions in this Procedure for notifying all parties of findings and recommendations will be followed so long as the College determines that there are no violations of state or federal privacy laws, including, but not limited to, the Family Educational Rights and Privacy Act. The written report will include the conclusions of the Dean of Students, or his designee, with respect to the Formal Complaint and will make a final determination as to what action, if any, is necessary. Either party may appeal from the Findings within the time period and in the method described below.

If no appeal is filed within the designated time period, the Findings will be final. The Dean of Students, or his designee, will then work with other College officials to enforce the Findings. If no appeal is filed, no party will have a right to pursue any other College grievance procedures.

Appeal from Formal Complaint Decision

Either the Complainant or the Respondent may initiate an appeal from the Formal Complaint Findings.

The appeal must be filed in the office of the Dean of Students within ten working days from the date of the Findings. The appeal must be in writing and must set forth (1) the substantive reason(s) for the appeal; (2) any new information; and (3) the identity of all witnesses. The responding party must file a written response to the appeal in the office of the Dean of Students within five working days after receiving the appeal, and must set forth: (1) a response to the appeal allegations; and (2) the identity of all witnesses.

Within five working days after receiving the appeal, the Dean of Students, or his designee, will assemble the Resolution Committee (“Committee”), which will be formed solely for the purpose of resolving disputes alleging violations of the Policy. The Committee will be chaired by the Dean of Students, and the other Committee members will be chosen by the President, who will select two students, two staff members and two faculty members.

The Committee will be charged with the responsibility of conducting a fair and unbiased hearing within fifteen working days after being assembled. The Committee will have access to all available information pertaining to the complaint. The Committee will accept and review written statements submitted by the Complainant and Respondent and other relevant individuals. At its discretion, the Committee may also entertain oral testimony from witnesses. The general outline of the hearing, which will be tape recorded, will be as follows:

1. The Committee will review the Formal Complaint, if applicable, Response, written appeal and all other available information.

2. The Complainant will have the opportunity to present the complaint and any attending circumstances;
3. The Respondent will have the opportunity to present a response and any attending circumstances;
4. The Committee may request specific individuals to appear before it and may also implement additional procedures as it deems necessary for a fair and equitable process;
5. Other than witnesses, only the Complainant, Respondent, Dean of Students (or his designee) and members of the Committee may be present during the hearing;
6. The Committee will deliberate, in private and outside the presence of any other individuals, and render its collective recommendations in writing within ten working days after the conclusion of the hearing.

The Committee's recommendations ("Recommendations") will be forwarded to the Dean of Students, who will notify the Complainant and Respondent of the Recommendations, subject to applicable privacy laws. Each party will have five working days to submit to the Dean of Students written comments on the Recommendations. The Dean of Students will then forward the Recommendations, the investigative materials, including the hearing evidence, and the comments by the Complainant and Respondent, to the President of the College, or his designee.

Determination as to the action or inaction based on the Recommendations will be made by the President of the College, or his designee. The President, or his designee, may use his discretion in seeking any additional information or advice before rendering a final decision. The decision will be made within thirty days from the date of the Recommendations. The decision made by the President of the College, or his designee, is final; provided, however, that if the Committee recommends termination of a faculty member and the Recommendation is accepted by the President, the normal "termination for cause" procedures defined in the Faculty Handbook will be followed.

Consensual Relationships

Students should exercise care when they enter into close personal relationships that may become romantic. Personal relationships, even when appearing mutual at the onset, may result in one party feeling that he or she does not have the authority or power to end the relationship.

Relationships Between Employees and Students

The College strongly discourages consenting relationships between faculty members and students or between staff and students, especially wherever a direct or indirect supervisory, academic or decision-making responsibility for one of the parties exists. No employee should have a personal relationship with a student or subordinate under the age of 18.

Relationships Between Students

A relationship between two students that results in unwelcome sexual advances, requests, physical contact, or verbal contact, is an unhealthy relationship. Any student encountering such difficulties should end the relationship and seek help if necessary.

APPENDIX C: POLICY CONCERNING STUDENT-PRODUCED INTELLECTUAL PROPERTY

Florida College recognizes that its students may produce scholarly or creative works with potential commercial value, works for which copyright protection may be appropriate. The College recognizes such work as the exclusive property of the student who produces it, and acknowledges that the student will retain an owner's right as to the work's disposition unless the production of the work has been "for hire." "For hire" work includes work the College has specifically assigned the student as an employee to produce for its operations. Employees must receive advance permission from the College administration before devoting work time and College resources to the production of work that has potential commercial value and is primarily intended for personal ownership.

Works for which copyright protection may be appropriate include, but are not limited to, printed materials such as books, pamphlets, and brochures; audio-visual materials such as films, videotapes, and audio recordings; computer materials such as software and instructional material for computer delivery; musical compositions; and any other materials covered by copyright laws of either the United States or any other country.

APPENDIX D: PROCEDURES FOR ADDRESSING STUDENT COMPLAINTS

Procedures for addressing other student complaints, whether written or otherwise, involve attempts at resolution through the chain of command. As an example, if a student has a complaint about a grade in a course, the student is expected to present his case first to the professor of the course; if resolution is not achieved at this level, the student presents his case to the appropriate Department Chair. If resolution is still not achieved, the student presents his case in writing to the Academic Dean. The Academic Dean will request a written response from the faculty member and then serve as the mediator to resolve the issue. Similar patterns are followed in other departments of the College.



CAMPUS TELEPHONE DIRECTORY

Main Switchboard.....	988-5131
Admissions.....	ext. 150
Bookstore.....	ext. 230
Business Office.....	ext. 120
Computer Lab.....	ext. 322
Advising Office.....	ext. 272
Academic Dean.....	ext. 117
Dean of Students.....	ext. 162
Development.....	ext. 193
Gymnasium.....	ext. 280
Health Services.....	ext. 240
Library.....	ext. 210
Marketing.....	ext. 181
Math Lab.....	ext. 319
Postal Services.....	ext. 220
President's Office.....	ext. 102
Registrar's Office.....	ext. 142
Yearbook.....	ext. 321
 Residence Hall Supervisors	
Men: Boswell Hall (Mr. & Mrs. Anderson).....	ext. 410
Women: Hinely Hall (Mrs. Cawthon).....	ext. 430
Women: Sutton Hall (Miss McDaniel).....	ext. 157
Women: Terrace Hall (Mrs. Schmid).....	ext. 420
 Food Services	
Dining Hall.....	ext. 250
Pouch.....	ext. 253
 Emergency (Police, Fire Department).....	911



DIRECTORY OF CAMPUS HOURS

Library

Mon/Tue/Thu	8:00 am–10:30 pm
Wednesday	8:00 am–5:00 pm & 9:30 pm–10:30 pm
Friday	8:00 am–5:00 pm
Saturday	11:00 am–5:00 pm
Sunday.....	2:00 pm–4:30 pm & 8:30 am–10:30 pm

Dining Hall

Monday–Friday

Breakfast	7:00 am–10:00 am
Lunch	10:45 am–2:15 pm
Dinner	5:00 pm–8:30 pm

Saturday

Breakfast/Lunch.....	8:30 am–2:00 pm
Dinner	5:00 pm–8:00 pm

Sunday

Breakfast	7:00 am–9:30 am
Brunch.....	11:30 am–1:30 pm
Dinner	6:15 pm–8:45 pm

Student Center

Monday–Saturday	8:00 am–curfew
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Pelican’s Pouch

Monday–Friday	10:30 am–9:00 pm
Saturday	11:30 am–8:30 pm
Sunday.....	6:00 pm–9:00 pm

Residence Hall Lobbies

Visiting hours are posted in each lobby in the residence halls.

Postal Services: 8:00 am–5:00 pm (M–F)

Bookstore: 8:15 am–4:00 pm (M–F); 10:00 am–1:00 pm (Sat)

Administrative Offices: 8:00 am–5:00 pm

Scheduled Evening Devotions: 10:00 pm (Sun, Tue, Thu)

Curfew: 11:00 pm (Sun–Thu); 12:00 midnight (Fri–Sat)

PROBLEM INDEX

<i>If Your Problem Concerns:</i>	<i>You Should Consult:</i>	<i>In:</i>
Add/Drop Courses	Academic Dean	Chatlos
Admissions	Admissions Office	Chatlos
Advising—Academic	Advising Office	Student Center
Advising—Personal	Advising Office	Student Center
Alumni Affairs	Alumni Director	Chatlos
Athletics		
Intercollegiate	Athletic Office	Conn Gym
Intramural	Athletic Office	Conn Gym
Bills, Fees	Business Office	Chatlos
Calendar of Events	Student Services	Chatlos
Campus Security	Student Services	Chatlos
Chapel Absences	Student Services	Chatlos
Check Cashing	Business Office	Chatlos
Course Planning	Advisor	Faculty Office
Class Attendance	Instructor	Faculty Office
Discipline	Student Services	Chatlos
Employment		
Off-Campus	Student Services	Chatlos
On-Campus	Financial Services	Chatlos
Financial Aid	Financial Services	Chatlos
Graduation Information	Academic Dean	Chatlos
Housing	Student Services	Chatlos
I.D. Cards	Public Relations	Chatlos
Illness	Health Services	Student Center
Insurance	Business Office	Chatlos
Lost and Found	Mailroom	Student Center
Maintenance	Supervisor	Residence Hall
Organizations	Student Services	Chatlos
Orientation	Student Services	Chatlos
Parking Tickets	Student Services	Chatlos
Postage/Shipping	Postal Services	Student Center
Printing	Information Services	Chatlos
Probation (Academic)	Academic Dean	Chatlos
Public Relations and News	Public Relations Director	Chatlos
Religious and Social Activities	Student Services	Chatlos
Roommate	Student Services	Chatlos
Student Government (SBGA)	Student Services	Chatlos
Recruiting	Admissions Office	Chatlos
Societies	Student Services	Chatlos
Student Records	Registrar	Chatlos
Study Difficulties	Advising Office	Student Center
Telephone	IT Department	Website
Testing, ACT, CLAST	Registrar	Chatlos
Textbooks	Bookstore	Bookstore
Traffic Information	Student Services	Chatlos
Transcript	Registrar	Chatlos
Vending Machines		
Residence Halls	Supervisor	Residence Hall
Student Center	Business Office	Chatlos
Veteran's Information	Registrar	Chatlos
Withdrawal	Academic Dean	Chatlos

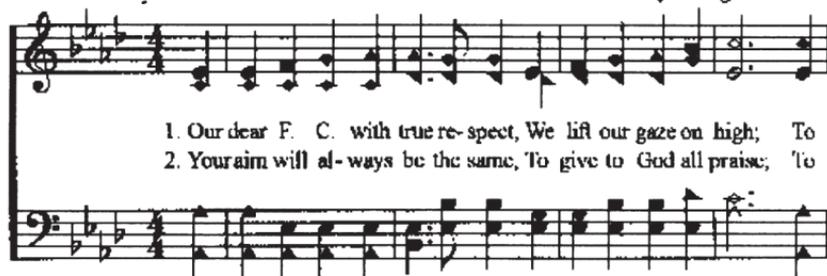
Florida College Alma Mater

AL-4-801

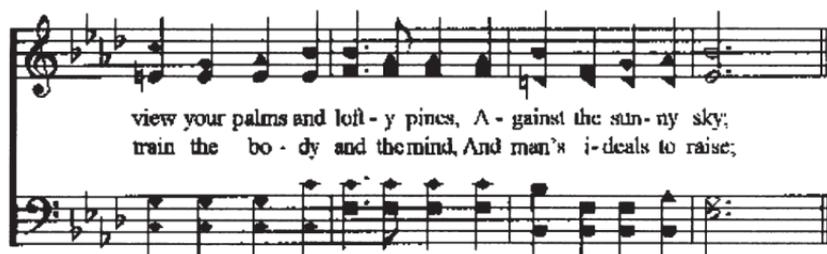
Velma Lou Jerkins

Harold Fletcher

arr. by Margie Garrett

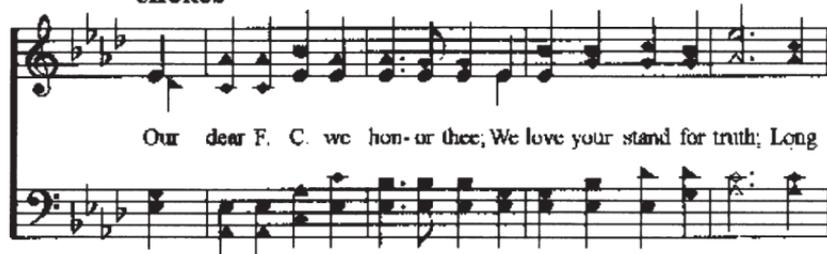


1. Our dear F. C. with true re-spect, We lift our gaze on high; To
2. Your aim will al-ways be the same, To give to God all praise; 'To

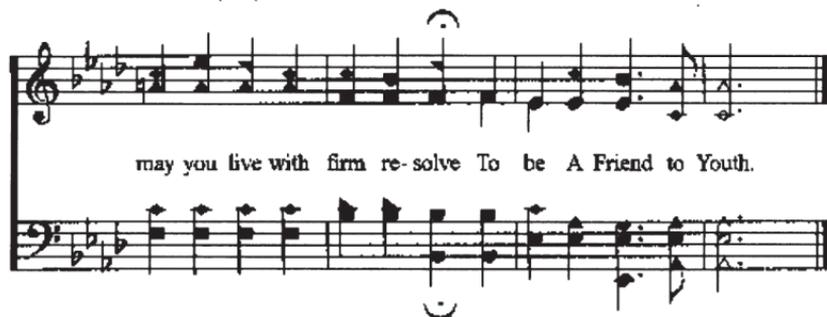


view your palms and loft-y pines, A-gainst the sun-ny sky;
train the bo-dy and the mind, And man's i-deals to raise;

CHORUS



Our dear F. C. we hon-or thee, We love your stand for truth; Long



may you live with firm re-solve To be A Friend to Youth.

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2011–2012 Events Calendar



Florida College

Learning, Living, Leading His Way

Academic Planner

ABOUT THE CALENDAR

You can access the most recent update of the College's events calendar on our web site: www.floridacollege.edu.

KEY TO SELECT EVENTS IN CALENDAR

(H) = Home game

(A) = Away game

MONDAY 1

August

TUESDAY 2

WEDNESDAY 3

THURSDAY 4

FRIDAY 5

SATURDAY 6

SUNDAY 7

Friendship Day

JULY 2011						
S	M	T	W	T	F	S
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31						

AUGUST 2011						
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SEPTEMBER 2011						
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OCTOBER 2011						
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23	24	25	26	27	28	29
30	31					

AUGUST 2011

MONDAY 8

TUESDAY 9

WEDNESDAY 10

THURSDAY 11

FRIDAY 12

SATURDAY 13

SUNDAY 14

Weekly Goals: _____

MONDAY 15

TESOL Workshop

TUESDAY 16

Faculty Pre-Session

WEDNESDAY 17

Faculty Pre-Session

THURSDAY 18

TESOL Workshop

SI Training

FRIDAY 19

SI Training

SATURDAY 20

Campus Opens

12:30 pm ACT Exam

5:00 pm–7:00 pm Cookout for Students & Parents

7:00 pm Parent Orientation

Southeastern—MS (H)

SUNDAY 21

2:00 pm Opening Ceremonies

7:00 pm–11:00 pm Chorus Auditions

JULY 2011						
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AUGUST 2011						
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23	24	25	26	27	28	29
30	31					

AUGUST 2011

MONDAY 22

8:00 am–4:30 pm New Student Orientation
4:30 pm Foreign Language Placement Exam
7:00 pm–9:00 pm Skating Party

TUESDAY 23

8:00 am–4:30 pm New Student Orientation
4:30 pm–6:00 pm Academic Advising & Registration
Ft. DeSoto Picnic & Devotion

WEDNESDAY 24

8:00 am–5:00 pm Academic Registration & Advising
New Student Work Project
3:00 pm Meeting for Students with On-Campus Jobs
10:00 pm “Upper Division Event”

THURSDAY 25

Classes begin
4:00 pm Society Presidents & Sponsors Meeting
7:30 pm Senior Dinner with President Payne

FRIDAY 26

4:00 pm Cheerleading Informational Meeting
MOSI Singing
Montreat College Tournament—V (A)

SATURDAY 27

10:00 am–12:00 pm Cheerleading Tryout
7:00 pm SBGA Sponsored Musical Event
Montreat College Tournament—V (A)
Brewton Parker—MS & WS (A)

SUNDAY 28

President Payne

Weekly Goals: _____

AUGUST - SEPTEMBER 2011

MONDAY 29

TUESDAY 30

7:00 pm Brevard Community College—V (H)

Clearwater Christian College—MS & WS (H)

WEDNESDAY 31

August

4:00 pm Computer Literacy Exam

Cheerleading Tryouts

THURSDAY 1

September

7:00 pm Polk State College—V (A)

Warner University—MS (H)

FRIDAY 2

“The Brothers Grimm Spectaculathon”

7:00 pm St. Johns River State College—V (A)

SATURDAY 3

“The Brothers Grimm Spectaculathon”

Tennessee Temple—MS & WS (H)

SUNDAY 4

Brian Crispell

AUGUST 2011						
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SEPTEMBER 2011						
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SEPTEMBER 2011

MONDAY 5

Labor Day

Sophomore Orientation
Society Orientation
Ice Cream Social
Southeastern University—WS (H)

TUESDAY 6

Blood Drive
7:00 pm Polk State College—V (H)
Ave Maria—MS (A)

WEDNESDAY 7

THURSDAY 8

7:00 pm South Florida Community College—V (H)

FRIDAY 9

Atlanta Christian College—MS & WS (A)

SATURDAY 10

Sophomore Sponsored Talent Show

SUNDAY 11

Patriot Day

Grandparent's Day

Dan Petty

Weekly Goals: _____

SEPTEMBER 2011

MONDAY 12

TUESDAY 13

10:30 am–3:00 pm Voter Registration Drive

WEDNESDAY 14

THURSDAY 15

7:00 pm Webber International University—V (A)

FRIDAY 16

Pasco Hernando CC Tournament—V (A)

Thomas University—MS (H)

Johnson & Wales—WS (H)

SATURDAY 17

Citizenship Day

Coastal Cleanup

Pasco Hernando CC Tournament—V (A)

Taccoa Falls—MS & WS (H)

SUNDAY 18

Phil Yoho

AUGUST 2011						
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SEPTEMBER 2011						
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NOVEMBER 2011						
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SEPTEMBER 2011

MONDAY 19

9:00 pm Common Reading Colloquium

TUESDAY 20

7:00 pm Clearwater Christian College—V (A)

WEDNESDAY 21

THURSDAY 22

Eckerd College—WS (H)

FRIDAY 23

Fall begins

State College of Florida Tournament—V (A)

7:30 pm Vocal Music Department Recital

SATURDAY 24

State College of Florida Tournament—V (A)

Ave Maria—MS (H)

SUNDAY 25

Tommy Peeler

Weekly Goals: _____

SEPTEMBER - OCTOBER 2011

MONDAY 26

5:00 pm Music Department Recital

TUESDAY 27

Freshman Class Officer Sign Up

4th Annual Leadership Dinner—Mike Huckabee

WEDNESDAY 28

Rosh Hashanah
begins at sundown

THURSDAY 29

Falcon Days

7:00 pm Pasco Hernando CC—V (H)

FRIDAY 30

September

Falcon Days

7:00 pm Florida Christian College—V (H)

Talladega—MS (A)

SATURDAY 1

October

Brewton Parker—MS (A)

SUNDAY 2

Ray Hinds

2:00 pm Dr. Bassett's 10th Anniversary Chorus Homecoming Concert

SEPTEMBER 2011						
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NOVEMBER 2011						
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OCTOBER 2011

MONDAY 3

TUESDAY 4

7:00 pm Clearwater Christian College—V (H)

Clearwater Christian College—MS & WS (A)

WEDNESDAY 5

Freshman Class Officer Speeches

THURSDAY 6

Freshman Class Officer Elections

7:00 pm Pasco Hernando CC—V (A)

FRIDAY 7

Yom Kippur
begins at sundown

5:00 pm St. Johns River State College—V (H)

7:00 pm Elizabethtown College—V (H)

Webber International JV—MS (A)

SATURDAY 8

SUNDAY 9

Kenny Moorer

Weekly Goals: _____

MONDAY 10

Mid-Term Exams

Columbus Day (observed)

Thanksgiving Day (Canada)

TUESDAY 11

Mid-Term Exams

7:00 pm Florida Christian College—V (A)

Webber International JV—MS (H)

WEDNESDAY 12

Mid-Term Exams

THURSDAY 13

Mid-Term Exams

7:00 pm South Florida CC—V (A)

FRIDAY 14

Florida Preview Day (Mini Falcon Days)

Oakwood—MS & WS (A)

SATURDAY 15

Talladega—MS (A)

Juson—WS (A)

SUNDAY 16

Gary Wilemon

SEPTEMBER 2011

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OCTOBER 2011

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NOVEMBER 2011

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DECEMBER 2011

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OCTOBER 2011

MONDAY 17

TUESDAY 18

7:00 pm Warner Southern University—V (A)

7:30 pm Wind & Jazz Ensemble Concert

Thomas University—MS (H)

Thomas University—WS (A)

WEDNESDAY 19

THURSDAY 20

Fall Break

FRIDAY 21

Fall Break

SATURDAY 22

SUNDAY 23

Todd Chanlder

Weekly Goals: _____

MONDAY 24

TUESDAY 25

7:00 pm Lake Sumter CC—V (A)

WEDNESDAY 26

THURSDAY 27

FRIDAY 28

Hillsborough CC Tournament—V (A)

Friday Night Lights

SATURDAY 29

Hillsborough CC Tournament—V (A)

SUNDAY 30

Jason Longstreth

SEPTEMBER 2011

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OCTOBER 2011

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NOVEMBER 2011

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DECEMBER 2011

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OCTOBER - NOVEMBER 2011

MONDAY 31

5:00 pm Music Department Recital

October

Halloween

TUESDAY 1

Blood Drive

November

7:00 pm Webber International—B (H)

WEDNESDAY 2

THURSDAY 3

USCAA Nationals—Volleyball, Women's Soccer, Men's Soccer, Cross Country

FRIDAY 4

USCAA Nationals—Volleyball, Women's Soccer, Men's Soccer, Cross Country

7:00 pm Southeastern University—B (A)

SATURDAY 5

USCAA Nationals—Volleyball, Women's Soccer, Men's Soccer

SUNDAY 6

Ralph Walker

Daylight Saving Time ends

Weekly Goals: _____

NOVEMBER 2011

MONDAY 7

TUESDAY 8

7:00 pm Clearwater Christian College—B (H)

WEDNESDAY 9

THURSDAY 10

Falcon Days

7:00 pm Johnson & Wales University—B (H)

FRIDAY 11

Veterans' Day

Falcon Days

7:30 pm Chorus Concert

SATURDAY 12

CAAP Exam

SUNDAY 13

Ray Madrigal

OCTOBER 2011						
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JANUARY 2012						
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NOVEMBER 2011

MONDAY 14

TUESDAY 15 7:00 pm Embry-Riddle University—B (H)

WEDNESDAY 16

THURSDAY 17 7:00 pm Trinity College—B (H)

FRIDAY 18 7:30 pm Chamber Singers Concert

SATURDAY 19 Sophomore Sponsored Event

SUNDAY 20 Jon Bassett
2:00 pm String Orchestra Concert

Weekly Goals: _____

NOVEMBER 2011

MONDAY 21

7:00 pm Trinity Baptist College—B (H)

TUESDAY 22

WEDNESDAY 23

Thanksgiving Holiday

Residence Halls close at 12:00 pm

THURSDAY 24

Thanksgiving

Thanksgiving

FRIDAY 25

Thanksgiving Holiday

SATURDAY 26

SUNDAY 27

Mark Bingham

OCTOBER 2011						
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DECEMBER 2011						
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JANUARY 2012						
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NOVEMBER - DECEMBER 2011

MONDAY 28

Thanksgiving Holiday
Residence Halls open at 12:00 pm
PM Classes resume

TUESDAY 29

Classes resume

WEDNESDAY 30

November

THURSDAY 1

7:00 pm Pasco-Hernando CC—B (A)

December

AIDS Awareness Day

FRIDAY 2

7:30 pm Jingle Shells

SATURDAY 3

2:00 pm Florida Christian College—B (A)

7:30 pm Jingle Shells

SUNDAY 4

Brian Rainwater

Weekly Goals: _____

DECEMBER 2011

MONDAY 5

Dead Week

TUESDAY 6

Dead Week

WEDNESDAY 7

Dead Week

Pearl Harbor
Remembrance Day

THURSDAY 8

Dead Week

5:00 pm Music Department Recital

FRIDAY 9

Dead Week

Last day to drop a class

Last Day of Classes

SATURDAY 10

Exam Prep Day

SUNDAY 11

NOVEMBER 2011
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DECEMBER 2011
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JANUARY 2012
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FEBRUARY 2012
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DECEMBER 2011

MONDAY 12

Final Exams

TUESDAY 13

Final Exams

WEDNESDAY 14

Final Exams

THURSDAY 15

Final Exams

FRIDAY 16

Residence Halls close at 12:00 pm

7:00 pm Johnson & Wales University—B (A)

SATURDAY 17

1:00 pm Ave Maria University—B (A)

SUNDAY 18

Weekly Goals: _____

MONDAY 19

TUESDAY 20

Hanukkah begins at sundown

WEDNESDAY 21

THURSDAY 22

Winter begins

FRIDAY 23

SATURDAY 24

Christmas Eve

SUNDAY 25

Christmas Day

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DECEMBER - JANUARY 2012

MONDAY 26

Boxing Day (Canada)

Kwanzaa begins

TUESDAY 27

WEDNESDAY 28

THURSDAY 29

FRIDAY 30

SATURDAY 31

December

New Year's Eve

SUNDAY 1

January

New Year's Day

Weekly Goals: _____

MONDAY 2

TUESDAY 3

WEDNESDAY 4

THURSDAY 5

FRIDAY 6

SATURDAY 7

Campus opens at 4:00 pm

SUNDAY 8

Doug Northcutt

DECEMBER 2011						
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JANUARY 2012

MONDAY 9

New Student Orientation & Registration

TUESDAY 10

Classes begin

WEDNESDAY 11

4:00 pm Computer Literacy Exam

THURSDAY 12

7:00 pm Florida Christian College—B (H)

FRIDAY 13

SATURDAY 14

2:00 pm Southeastern University—B (H)

SUNDAY 15

Nathan Ward

Weekly Goals: _____

JANUARY 2012

MONDAY 16

Martin Luther King, Jr. Day/School Holiday

Martin Luther King Jr. Day

TUESDAY 17

7:00 pm Clearwater Christian College—B (A)

WEDNESDAY 18

THURSDAY 19

Blood Drive

7:00 pm Warner University—B (H)

FRIDAY 20

7:00 pm Pensacola Christian College—B (H)

SATURDAY 21

SUNDAY 22

Colly Caldwell

DECEMBER 2011						
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JANUARY 2012						
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FEBRUARY 2012						
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MARCH 2012						
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JANUARY 2012

MONDAY 23

7:30 pm Life Enrichment Series: Clarinetist & Pianist

Chinese, Korean, and
Vietnamese New Year
(Dragon)

TUESDAY 24

WEDNESDAY 25

THURSDAY 26

FRIDAY 27

7:00 pm Robert Morris University—B (H)

SATURDAY 28

SUNDAY 29

Jared Barr

Weekly Goals: _____

JANUARY - FEBRUARY 2012

MONDAY 30

7:00 pm Ave Maria University—B (H)

TUESDAY 31

January

WEDNESDAY 1

February

THURSDAY 2

Groundhog Day

FRIDAY 3

7:30 pm Pensacola Christian College—B (A)

8:00 pm Spring Musical

SATURDAY 4

1:00 pm & 8:00 pm Spring Musical

SUNDAY 5

JANUARY 2012						
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MARCH 2012						
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FEBRUARY 2012

MONDAY 6

Annual Lectureship

TUESDAY 7

Annual Lectureship

WEDNESDAY 8

Annual Lectureship

THURSDAY 9

Annual Lectureship

FRIDAY 10

6:45 pm Crowning of Homecoming King & Queen

7:00 pm Homecoming Game vs. Alumni

SATURDAY 11

CAAP Exam

SUNDAY 12

Tim Fannin

Abraham Lincoln's Birthday

Weekly Goals: _____

MONDAY 13

TUESDAY 14

5:30 pm PTK Induction

Valentine's Day

WEDNESDAY 15

THURSDAY 16

7:00 pm Trinity College—B (A)

FRIDAY 17

SATURDAY 18

6:00 pm Trinity Baptist College—B (A)

SUNDAY 19

Kenny Embry

JANUARY 2012						
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MARCH 2012						
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FEBRUARY 2012

MONDAY 20

5:00 pm Music Department Recital

Presidents' Day

TUESDAY 21

7:00 pm Pasco-Hernando CC—B (H)

WEDNESDAY 22

Ash Wednesday

George Washington's Birthday

THURSDAY 23

FRIDAY 24

SATURDAY 25

SUNDAY 26

Doug Barlar

Weekly Goals: _____

FEBRUARY - MARCH 2012

MONDAY 27

Mid-Term Exams

TUESDAY 28

Mid-Term Exams

WEDNESDAY 29

Mid-Term Exams

February

THURSDAY 1

Mid-Term Exams

March

FRIDAY 2

SATURDAY 3

SUNDAY 4

David McClister

FEBRUARY 2012						
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APRIL 2012						
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MARCH 2012

MONDAY 5

TUESDAY 6

WEDNESDAY 7

THURSDAY 8

Who's Who Awards

FRIDAY 9

Spring Break begins after classes

SATURDAY 10

Residence Halls close at 12:00 pm

SUNDAY 11

Daylight Saving Time begins

Weekly Goals: _____

MONDAY 12

Spring Break

TUESDAY 13

Spring Break

WEDNESDAY 14

Spring Break

THURSDAY 15

Spring Break

FRIDAY 16

Spring Break

SATURDAY 17

Residence Halls open at 3:00 pm

St. Patrick's Day

SUNDAY 18

Benjamin Payne

FEBRUARY 2012
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MARCH 2012
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APRIL 2012
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MAY 2012
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MARCH 2012

MONDAY 19

TUESDAY 20

Spring begins

WEDNESDAY 21

THURSDAY 22

Falcon Days

7:30 pm Chorus Concert

FRIDAY 23

Falcon Days

SATURDAY 24

7:00 pm SBGA Sponsored Talent Show

SUNDAY 25

David Curry

Weekly Goals: _____

MARCH - APRIL 2012

MONDAY 26

5:00 pm Music Department Recital

TUESDAY 27

SBGA Officer Sign Up

Alpha Club Sign Up

7:30 pm Barrier Recital

WEDNESDAY 28

Academic Awards

THURSDAY 29

Chess Tournament

FRIDAY 30

SATURDAY 31

March

SUNDAY 1

Thaxter Dickey

April

April Fool's Day

FEBRUARY 2012						
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MARCH 2012						
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APRIL 2012						
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MAY 2012						
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APRIL 2012

MONDAY 2

7:00 pm Wind & Jazz Ensemble Concert

TUESDAY 3

WEDNESDAY 4

SBGA Speeches

THURSDAY 5

SBGA Election
Spring Festival

FRIDAY 6

5:00 pm Music Department Recital

Good Friday

Passover begins at sundown

SATURDAY 7

Spring Banquet

SUNDAY 8

Tom Hamilton

Easter

Weekly Goals: _____

MONDAY 9

SBGA Oath of Office

7:30 pm Senior Voice & Instrumental Recital

TUESDAY 10

Jr./Sr. & Sophomore Class Officer Sign Ups

WEDNESDAY 11

THURSDAY 12

Blood Drive

7:30 pm Senior Piano Recital (Zach Johnson)

FRIDAY 13

7:30 pm Senior Voice Recital

Thomas Jefferson's Birthday

SATURDAY 14

SUNDAY 15

Matt Johnson

Tax Day

MARCH 2012						
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APRIL 2012						
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APRIL 2012

MONDAY 16

TUESDAY 17

Activities Awards

7:30 pm String & Chamber Ensemble Concert

WEDNESDAY 18

Jr/Sr. & Sophomore Class Officer Speeches

THURSDAY 19

Jr/Sr & Sophomore Class Officer Elections

7:30 pm Advanced Voice Recital

FRIDAY 20

Florida Preview Day (Mini Falcon Days)

7:30 pm–8:30 pm End of the Year MOSI Singing

11:55 pm Coffee vs. Curfew 5, Jazz Ensemble

SATURDAY 21

Sophomore Cruise

SUNDAY 22

Doy Moyer

Earth Day

Weekly Goals: _____

MONDAY 23

Dead Week
Mr. & Miss Royal Palm
7:30 pm Instrumental Recital

TUESDAY 24

Dead Week
Intramural Awards
Society Award
7:30 pm Instrumental Recital

WEDNESDAY 25

Dead Week
Mr. & Miss Florida College

THURSDAY 26

Dead Week

FRIDAY 27

Dead Week
Yearbook Distribution
Last day to drop a class
Last Day of Classes

SATURDAY 28

Exam Prep Day

SUNDAY 29

MARCH 2012						
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APRIL 2012						
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MAY 2012						
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JUNE 2012						
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24	25	26	27	28	29	30

APRIL - MAY 2012

MONDAY 30

Final Exams

April

TUESDAY 1

Final Exams

May

WEDNESDAY 2

Final Exams

THURSDAY 3

Final Exams

10:00 am-2:00 pm Yearbook Signing Party

FRIDAY 4

8:45 am Graduation Rehearsal & Brunch

5:30 pm Graduation

SATURDAY 5

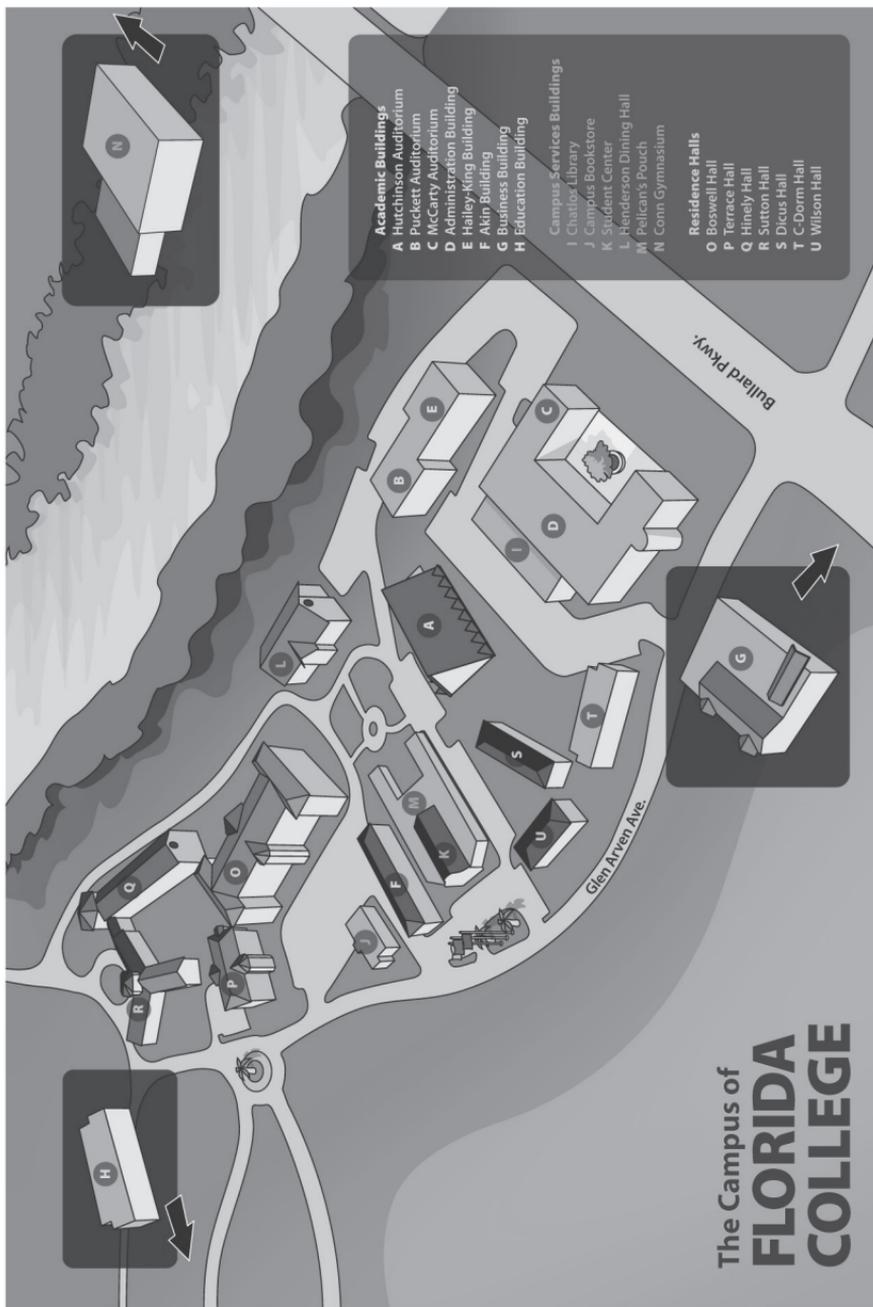
Residence halls close at 12:00 pm

Cinco de Mayo

SUNDAY 6

Weekly Goals: _____

FLORIDA COLLEGE CAMPUS TEMPLE TERRACE, FLORIDA





Overly

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