

STUDENT HANDBOOK



BOB JONES UNIVERSITY
EST. 1927

Foreword

A Letter from the University President

Welcome to Bruin Nation! I'm thrilled to welcome back our returning students and extend an extra special welcome to incoming freshmen and transfer students.

You have many options to choose from when making your decision about your collegiate career. You chose Bob Jones University—and the faculty, staff and I am pleased that you did.

BJU is a unique educational institution. It is our desire to educate the whole person so that you, as a graduate, are well prepared to serve in whatever ministry or vocation the Lord calls you. Our faculty is committed to providing you with a world-class education. They are well prepared for the task and eager to teach you from a biblical worldview about the academic discipline you are pursuing.

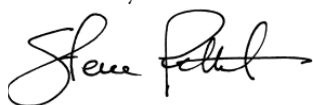
In addition, our faculty and staff are here to disciple and encourage you well beyond your academic studies. Above all else, they want to help you live your life in a way that pleases God. They desire to come alongside and encourage you spiritually, socially and academically. Be sure and spend time with them—in the dining common, at The Den, or at the field house.

As a student, you are provided a myriad of opportunities to help you grow as a person and to enjoy during your academic career, such as an abundance of fine arts, along with ministry and academic-related and recreational opportunities—even a forum to hear national opinion leaders speak about important issues of the day.

Greenville is our hometown—and we love being here. Upstate South Carolina presents many great opportunities for recreation, shopping and world-class restaurants—from Fluor Field (home of the Greenville Drive) to the natural beauty of God's creation at Falls Park on the Reedy River and the surrounding mountains.

As you read this handbook, you will see that many of the guidelines are rooted in biblical commands and principles for daily living. Others are included to help thousands of students, faculty, staff and administrators study and work together effectively and efficiently on campus each day.

Our desire is to help you grow as young adults to better serve Jesus Christ. Please let me, or any member of the faculty and staff, know if we may be of assistance to you. We are here for you.



A Letter from Your SLC Presidents

We are excited to have you as a student at Bob Jones University this fall. Whether you are a new or returning student, we are looking forward to an incredible year. For some of you, this is your first year, while others of you will be completing your last year here. We are so thankful for the opportunities God has given all of us to grow in this virtue-enriching environment. As you begin this academic year, we, as the student body presidents, want to encourage you in three key areas: social life, academics and Christlikeness.

This year you will grow socially through the unique extracurricular opportunities here at BJU, whether they come from living with roommates, competing in athletics or assisting an outreach ministry. Our desire is that you embrace the opportunities the Lord brings your way and step outside of your comfort zone and minister to those around you.

Academics pervade much of the college experience. This year, whether you are taking a 100-level class or the toughest class in your major, desire to challenge yourself academically. God has given you an intellect to be used for Him and molded by His plans for your future.

Finally, you will be encouraged spiritually. Our prayer is that you embrace the truths that Christ would have you learn—whether in chapel, a church service, discipleship group or a society meeting. Do not try to go through college without God, and don’t waste these four years of your life and the opportunities God intends for your spiritual growth.

As you pursue personal development this year, encourage others and put aside your personal desires in order to serve your fellow students. We on the Student Leadership Council want to be a part of your development by actively serving you this year.

Please contact us, or any of the other SLC members, if there is anything we can do to encourage you in your relationship with God and challenge you to embrace the wonderful opportunities here at BJU. We sincerely care about each one of you and are available to assist you in any way.

Have a great year, everyone!

Matt Ledbetter and Casey Brighton
SLC Student Body Presidents

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Introduction

A Brief History

Evangelist Bob Jones Sr. founded Bob Jones College in 1927 in College Point, Florida, after his travels across America convinced him that college students at secular schools were losing their faith. His vision was a thoroughly Christian college distinguished by academic excellence, refined standards of behavior and opportunities to appreciate the arts and a place where Christ would be the center of all thought and conduct. Beginning with 88 students, the college emphasized strong preaching in its daily chapel service, a practice which continues today. Students pursued degrees in Bible, music and speech.

In 1933 the college moved to Cleveland, Tennessee, where it began both its intramural sports program and a series of cultural programs that brought recognized musical and dramatic artists to perform on campus. Enrollment continued to increase, requiring another relocation—this time to Greenville.

The first 2,500 students arrived on the Greenville campus October 1, 1947. At the same time, with the addition of six academic colleges, Bob Jones College became Bob Jones University and Bob Jones Jr. was elected president. The new campus provided space for a radio station, a Christian film department and the Museum & Gallery.

In 1971 Bob Jones III assumed the presidency. Under his direction, BJU Press was founded to provide educational materials for pre-college schools and homeschooling families. Academic programs expanded, as did campus facilities with the construction of the Founder's Memorial Amphitorium, the Seminary and the Davis Field House. In 1998 the University launched *Living Gallery* to present the Gospel through music, drama and live works of art.

Stephen Jones was installed as the fourth president in 2005. Facility improvements continued including a Rodeheaver Auditorium facelift and a redesign of the campus main entrance. In 2006 the University was awarded full accreditation by the Transnational Association of Christian Colleges and Schools (TRACS).

What was once a college of 88 students and three majors is now a university with nearly 3,000 students from nearly all 50 states and over 40 countries, more than 100 academic programs taught from a biblical worldview and a myriad of student organizations offering students opportunities to develop their leadership skills and to socialize with fellow students. In 2012 BJU reinstated intercollegiate athletics,

competing as a Division I school in the National Christian College Athletics Association (NCCAA).

In 2014 Steve Pettit became president and affirmed the University's commitment to the mission of developing Christlike character in students and to sustaining our reputation for academic excellence, evangelistic emphasis, spiritual growth and service opportunities for students, and the outstanding performance track record of graduates.

Components of Student Development

Bob Jones University exists to provide a liberal arts education with a thoroughly biblical worldview that inspires students to develop lifelong habits of pursuing God, wisdom, virtue and service.

Our shared authority is the Bible, God's inspired and sufficient Word (2 Tim. 3:14–17; 2 Pet. 1:19–21). Because God inspired the Bible, it contains no errors and can be trusted to provide infallible guidance (John 10:35). Consequently, we submit ourselves to the Bible's instruction (Ps. 119:4), including its directions for living together in a Christian community. Because our mission is discipleship through a biblically faithful liberal arts education, our vision for student development is Word-centered.

Grace

Discipleship is the biblical process of maturing believers into Christlike servants. Christ-centered discipleship is impossible without grasping the scriptural process of sanctification. The believer's responsibility to be conformed to the image of Jesus Christ is found in the Bible's commands. Enablement to be transformed into that image is found in God's provision of grace—dynamic power to do God's will.

God orchestrates this growth through the “ordinary” means of grace. The heart of discipleship is helping one another grow in the grace and knowledge of our Savior through His Word (Acts 20:32; Rom. 15:4), prayer (Eph. 6:18; Heb. 4:16) and actively participating in the life of the church (Eph. 4:15–16, 29; Heb. 10:24–25). Therefore, we aim to be a community saturated in Christ's redeeming grace in order to walk worthy of our calling (Eph. 4:1).

Structure

In addition to a pervasive acknowledgment of dependence on God's grace, our educational approach has an intentional structure. Through curricular, cocurricular and extracurricular programs, we attempt to cultivate a way of life that challenges potential and points our students toward following Christ. Life skills and positive habits are nurtured through high expectations. Our

primary motivation is not mere compliance to regulations but ultimately long-term spiritual success.

Part of what distinguishes our educational philosophy is lovingly holding one another accountable to fulfill our responsibilities in dependence on God. Accountability is intended to be a form of encouragement and support to obedience. Consequently, student development at BJU is everyone's responsibility. Faculty and staff are involved in student lives, and students are involved in each other's lives. The campus community pledges to help each other grow and hold each other accountable with the goal of encouraging the spiritual success of every individual on campus.

Virtue

Grace is divine enablement. Structure provides protection, direction and accountability—but it is not itself the point. Christian virtue provides a portrait of growth toward the likeness of Christ. Fundamentally oriented toward God, Christian virtue is the Holy Spirit's conformity of the believer to the knowledge, values and character traits of Jesus, the God-Man.

The New Testament lists virtues in various ways in multiple passages, so there is no exhaustive list. Clearly, love is prominent (e.g., Matt. 5:7; Gal. 5:22; 2 Pet. 1:7). Love, first for God and also for others, is the fountainhead and organizing principle of all Christian virtue (1 Cor. 13:13). The virtues BJU focuses on are shaped first by Scripture, then by our educational mission, and finally with the intent to be distinctive in our contemporary context. These virtues necessarily develop in tandem, not isolation, and do so for the glory of God, the good of others and the flourishing of an individual life. They can be summarized as godliness, love, humility, integrity, diligence, purity and patience.

To summarize, we are committed to obeying our heavenly Father in response to the death and resurrection of His Son in the power of His Spirit. We affirm this commitment, recognizing that our flesh is weak and that we'll often need the cleansing and forgiveness God promises to those who confess their sins and repent (1 John 1:9). We strive to obey, not with slavish fear of a vindictive Master, but with joy in the God who loved us first (1 John 4:19). Because He died for us in love, we are compelled to live for Him (2 Cor. 5:14–15).

Student Policies

Accomplishing the educational mission of BJU requires an edifying campus atmosphere and an environment that promotes spiritual growth. The student handbook is one way by which BJU establishes a context for the student experience and indicates what we value. Our code of conduct cannot produce spiritual affections or Christlikeness; however, it acknowledges that God and His redemption lie at the heart of our perspective on conduct. A code cannot produce wisdom or virtue or service, but it speaks to what is wise and virtuous and what helps mature a Christian for faithful service.

Core Principles

Personal Discipline

The structure at BJU encourages personal discipline. Reflecting Christ demands Spirit-empowered moderation and discipline (Gal. 5:23). No pursuit is more worthwhile than conditioning oneself for eternity (1 Cor. 9:24–27; 1 Tim. 4:7–8). This self-control entails submitting our impulses (e.g., anger) and fleshly habits (e.g., laziness) to the renewing influence of God's Spirit.

Self-discipline also includes stewardship. In other words, reflecting Christ involves wisely using the time, talents and material possessions God gives us to His glory (Prov. 3:9).

Other evidences of self-discipline, such as punctuality, cleanliness and preparedness are also important qualities. But Christian virtue extends well beyond initiative and responsibility. Christlikeness relates to God and others. Therefore, built on top of the need for personal discipline are several other principles that shape expectations for our educational community: loving respect, integrity and purity.

Loving Respect

A Christian university such as BJU provides a unique setting in which to live out the blood-bought unity we enjoy in Christ. Successful community life requires a spirit of mutual humility, love and consideration.

Respect for Each Other

Scripture commands us to esteem others as more significant than ourselves (Phil. 2:3). Therefore, we obey God by showing sacrificial consideration for the

well-being of those around us regardless of appearance, age, ethnicity, gender, ability or spiritual maturity.

This respect includes speaking the truth in love, which is not optional for believers (James 5:12). Believers converse in ways that build up instead of tearing down, including wholesome language that avoids profanity and euphemisms (Eph. 4:29; 5:4).

Furthermore, BJU is committed to maintaining a living, learning and working environment free of bullying. Bullying is generally defined as the act of one or more individuals intimidating one or more persons through verbal, physical, mental or written interactions. Bullying can take many forms and occur in virtually any setting, including verbal, physical, relational and electronic through e-mail, Internet or mobile phones.

In addition, bullying on the basis of race, color, sex, national origin, age, disability, veteran status or genetic information may also be a violation of the BJU Discrimination and Harassment Policy.

Respect for Authority

Reflecting Christ entails walking in humility and choosing to submit to others (1 Pet. 5:5). God's written authority, the Bible, teaches that He also exercises authority through several kinds of human leadership. The primary biblical authority structures are the family (Eph. 5:22–23; Deut. 6:7–9), government (Rom. 13:1–7) and church (Acts 20:28; Heb. 13:7, 17).

At BJU we commit ourselves to obey the God-given authorities in our lives (Heb. 13:7, 17). We honor the regulations that pertain to us as an American institution of higher education. Furthermore, BJU supports the discipleship efforts of Bible-believing churches and Christian families in part through providing a structured environment that promotes biblical Christian living.

A student accepts BJU's authority voluntarily by signing the student covenant and indicating his or her intent to abide by the University's policies.

Respect for the Orthodox Beliefs of Others

The BJU Creed highlights the fundamentals of the faith. Based on these essentials, we strive to maintain unity among the student body. In the interest of this unity and in love and respect for each other, divisive proselytizing based on theological interpretations, such as Calvinism and Arminianism, is not allowed.

Respect for God

Ultimately, our reverence belongs to the Lord. Therefore, sacrilegious behavior of any kind—including T-shirt slogans, music, etc., that show disrespect or irreverence toward God—is inappropriate at BJU.

Integrity

Another key principle in both this environment and all others is integrity. The need for integrity is rooted in one of God's core attributes—His trustworthiness (Exod. 34:6–7). The Lord is faithful in all His works (Ps. 111:7). Integrity at BJU includes principled, Spirit-enabled choices instead of deceitful, selfish behavior such as dishonesty, theft and cheating. Furthermore, because God expects us to practice justice (Micah 6:8), we value truthful relationships and ethical processes.

Purity

Reflecting Christ also means displaying God's distinctive character in grateful response to Christ's costly redemption (1 Pet. 1:15–19). Holiness entails separation from the godless “world” system (1 John 2:15–17; Ezra 6:21) by discerning where one's culture reflects evil values. By living holy, separated lives, we publicly proclaim that only He is worth loving and following.

One of the primary ways we pursue holiness is through moral purity. In calling us to purity, God forbids viewing sexuality as a means of exploiting others (1 Thess. 4:1–8). This means honoring God's design for sex, celebrating and practicing it only within the marriage relationship between one man and one woman for a lifetime. Since what we do springs from how we think (Mark 7:20–23), this commitment also means controlling what one allows him or herself to view and read (Matt. 5:27–30) and petitioning God's Spirit to purify one's thoughts, motives and actions.

Finally, in order not to “fit in” comfortably with the world and to subject ourselves to the Holy Spirit's control instead of substances, our commitment to purity extends to a prohibition against the use of alcohol and illegal drugs as well as the abuse of prescription drugs.

Christian Community

Chapel

Chapel provides an opportunity to be taught from God's Word. Each student is expected to be attentive and to help others be attentive. Except for accessing a digital Bible or taking notes, using electronic devices is not appropriate. To avoid distraction, students are to keep personal spill-proof containers stowed in their backpacks and not bring disposable bottles and cups into FMA, Rodeheaver Auditorium or War Memorial Chapel.

Attendance Policies

Students are to attend chapel Monday through Thursday. They are to bring a printed or digital Bible and sit in their assigned chapel seats. A student may secure approval at the Student Life & Discipleship office to sit with a guest.

For days on which a student has no scheduled classes or no classes after 9:15 a.m. or before 2 p.m., he or she may apply for a permanent exemption to miss chapel one day a week to work off campus if he or she is attending chapel on the other three days of the week. A student on campus during the chapel hour is expected to attend chapel, even if he or she has an exemption. If a student's classes are all canceled on a specific day, he or she may miss chapel also. A student may miss up to two chapel services per semester for personal reasons.

Day students taking 12 hours or more attend chapel daily, except days on which they have no classes. If on a specific day a day student's only class is at 7 a.m. or after 5 p.m., he or she has no chapel requirement that day.

Day students taking 6 to 11 hours attend chapel two days a week, and those taking 5 or fewer hours attend one day a week.

See the Day Student Connection at blogs.bju.edu.edu/dsc for more information about chapel attendance requirements and information for specific groups (such as post graduate special students or students on the block).

Church Participation

Students are expected to attend all Sunday morning activities of a local fundamental church (in most cases that will be Sunday school and the Sunday morning service) plus an additional service during the week—Sunday afternoon or evening service, Wednesday evening service or a church shepherding group meeting. A student may have up to six absences from services each semester for illness or travel. (Students who serve in Sunday morning nursing home ministries may consider that ministry equivalent to participating in their churches' Sunday morning meetings.)

The regional church list, which is available on the intranet at home.bju.edu/life/regionalchurches.pdf, lists a number of fundamental churches that students may attend. Before attending any church not on this list, residence hall students and day students not attending church with their parents are required to check with the director of Ministerial Training.

Students report church and outreach participation every two weeks using the event reporting feature in StudentCentral.

Discipleship Group Meetings

All residence hall students gather in discipleship groups at 10:30 p.m. on Monday, Wednesday and Thursday and at 11 p.m. on Friday. On Sunday discipleship groups split into one or two room units for a 15 minute prayer meeting at a suitable time for everyone (beginning no later than 10:30 p.m.). On Tuesday each hall meets at 10:30 p.m. with its resident assistant for spiritual exhortation, prayer and explanations of expectations and procedures. If there is a special need for extra rest, the student is to check with his or her resident supervisor or mentor before going to bed early and missing prayer meeting or hall meeting.

Outreach Ministries

Reflecting Christ involves fulfilling the Great Commission (Matt. 28:18–20)—ministering to a person's greatest need by telling him or her the good news of a Savior in the power of the Spirit (Mark 10:21; Acts 1:8). Therefore, we embrace God's call to proclaim the Gospel of Jesus Christ.

Affiliations

Because BJU is a fundamental Christian institution and serves the needs of fundamental churches and ministries, do not obligate yourself to any service or ministry without knowing its affiliations. If you have questions about an organization, discuss them with the coordinator of Student Outreach and Service Learning.

Children's Ministries

Be careful to be above reproach in all interactions with children. All events with children should be held in public view or in a well-supervised location. At no time should any student be alone with a child, and physical contact should never be made in an inappropriate manner.

To ensure students understand how to interact with children appropriately, all students participate in Sexual Abuse Awareness Training. A certificate indicating successful training completion will be required by Nov. 1 for any student working with children. In addition, students should become familiar with and follow the

University's Abuse, Neglect and Sexual Abuse Reporting Policy and Procedures on BJU's intranet under Life at BJU. Information will be provided on the one hour training at the beginning of each academic year.

Sports Activities

Ministry groups supervising children and teens are welcome to bring them on campus to attend intramural and intercollegiate games, but BJU's physical education facilities are not available for outreach ministry activities.

Character and Leadership Evaluations

BJU's mission is to help each student develop Christlike virtue. An effective Christian testimony and mature social adjustment, along with strong interpersonal relationships with others, are key indicators of how well individuals are growing spiritually and how well they are developing Christlike virtue.

To help students evaluate their development in these areas, during the fall semester students complete a self-check, which serves as an opportunity to observe growth and identify areas of need. Residence hall students discuss their self-check with a peer mentor, and day students discuss their evaluations with a society officer, church mentor or parent.

During the spring semester students complete and submit a self-evaluation. These evaluations help students evaluate where they stand in their own personal growth and testimony. The assessment also provides an opportunity for students to contribute to leadership selections and helps the Student Life & Discipleship team plan discipleship emphases for the following year. Questions regarding student evaluations may be directed to resident supervisors or the Student Life & Discipleship office.

Academic Life

Bob Jones University professors teach classes from a biblical worldview and to the highest academic standards. Students are to attend each class for which they are registered and are expected to apply the appropriate time and energy necessary to earn the best possible grade in each class. In addition, students are expected to respect both professors and fellow students and exhibit deportment that helps create a positive learning environment in each classroom.

Academic Resources

BJU wants all students to achieve their highest academic potential and makes faculty and academic support resources available to assist each student in meeting his or her academic goals. Students, however, are ultimately responsible for their own academic success and should take the initiative to ask for assistance as needed.

Faculty—Students needing assistance with a specific course should first seek the help of the professor. Maintaining continued contact with a professor and staying informed of one's academic status in a course is recommended.

Academic Advisor—Each student has an academic advisor who is knowledgeable about the major the student is pursuing and available to help the student plan his or her semester course sequence, course load and class schedule. In addition, the advisor is available to counsel students on all matters related to being a college student—including career and ministry choices—as well as on life issues.

Academic Resource Center—The Academic Resource Center provides academic counseling—including counseling in how to study to succeed in college—coaching and transitional advising, opportunities to make up tests and quizzes, tutor referrals, help with individual learning challenges, and assistance with the use of instructional media and technology.

Center for Advising and Career Services—In addition to services offered by the Academic Resource Center, the Center for Advising and Career Services offers counseling on the choice of a major based on a student's abilities and career interests, as well as networking opportunities with recruiters for potential employment.

Academic Deans and Registrar—Both a student's academic dean and the registrar are available to help a student explore academic options and evaluate goals in light of ACT scores and current academic progress. They can also help students understand GPA requirements for graduation.

Libraries—The Mack Library, which contains approximately 355,000 volumes, provides space for individual or group study, a periodical room with approximately 970 current titles, access to other library catalogs and an interlibrary

loan service. A separate music library in the Gustafson Fine Arts Center provides books, scores, audio recordings, periodicals and other reference materials for researching musical works.

Relationships in the Classroom

BJU students are brothers and sisters in Christ and should treat one another with respect both inside and outside the classroom.

While professors are in a position of authority in the classroom, students and professors are also brothers and sisters in Christ and in the event of some form of disagreement should approach one another respectfully and in accordance with biblical principles. Appropriate discourse in a reasoned fashion is part of the education process, and strong opinions informed by fact, logic, spiritual maturity and biblical insight are valued. At the same time, disagreement over ideas and other academic issues can occur. Students are not only welcome but invited to discuss any matter with their professors. In particular, if a student wishes to discuss an area of disagreement with a professor, he or she should go directly to that professor outside of class and respectfully present his or her concerns without fear of academic penalty. Airing complaints publicly in venues such as social media is not an appropriate means of resolving an issue.

Academic Integrity

In their academic lives, students exhibit integrity by being truthful about their own academic work and properly acknowledging sources of ideas and information.

Cheating

Cheating in any form is not tolerated. Cheating includes:

- Copying from another student's test or assignment.
- Unauthorized provision or use of notes or other helps on a test or assignment, such as requesting or accepting answers on a quiz or test from another student who has already taken it, discussing test information to any extent with other students, transmitting quizzes or tests or answers to quizzes or tests electronically to other students via cell phone, email, etc.
- Changing answers after a test or assignment has been completed.
- Reporting false information about the completion of an assignment, including turning in someone's work as one's own (another student's, a purchased paper from an online source, etc.).

Plagiarism

Another form of cheating is plagiarism, the intentional or unintentional use to any degree of the ideas or words of one's source material without proper acknowledgement.

Plagiarism typically takes two forms:

Substantial—Failure to acknowledge the use of an author's ideas or organization by footnote or identification of the source in the text of the paper. Incomplete paraphrase (mere rearrangement of syntax and substitution of synonyms for the author's words) is plagiarism.

Verbal—Failure to acknowledge the use of an author's words by quotation marks, as well as by footnote or identification in the text.

Plagiarism is theft, and the Scriptures are clear that we are to respect the property of others and to be honest and above reproach in all things (Exod. 20:15; Rom. 12:17; Heb. 13:18). Regardless of the source being used (Internet site, book, database, magazine, newspaper, computer program, speech, class notes, handouts, etc.), all words and information from those sources must be presented accurately and acknowledged properly so that a student's integrity is not called into question and his or her testimony harmed.

Examples of appropriate and inappropriate handling of source material:

Original text—"As Rome became involved in wars fought on many fronts and with many soldiers, supplying military provisions became a lucrative business. Usually the contractors were paid as soon as their work was completed. In a military emergency, however, they might be asked to accept a promise of deferred payment (probably with interest)." (Shelton, JoAnn. *As the Romans Did: A Source Book in Roman Social History*. New York: Oxford UP, 1988. 146–47. Print.)

Unacceptable paraphrase—As Rome fought wars on many fronts and with many soldiers, supplying provisions to the military became a money-making business. Usually contractors were paid right away, but in an emergency they were asked to accept deferred payment (Shelton 146–47). [This paraphrase is inappropriate because it follows the same syntax (sentence structure) and uses many of the same words as the original.]

Acceptable paraphrase—Dealing in military supplies was a profitable industry when Rome's armies grew and became entangled on multiple fronts. Although suppliers in times of crisis were willing to be paid on a delayed schedule, in most cases the Roman government was able to pay them immediately (Shelton 146–47). [Note different words and different syntax.]

Plagiarism checking—Students should be aware that faculty members have access to software programs that allow them to check student writing for plagiarism.

Students may refer to *College Writing* (Ch. 5) and *Companion to College English* (Ch. 23) for more information regarding plagiarism and how to avoid it.

Copyrighted Material

All original works in any media format—including but not limited to print, video or audio, as well as images or materials on the Internet—are protected by copyright law, regardless of whether a specific copyright statement is attached to the media. Any duplication that does not fall within the guidelines of fair use requires permission from the publishing agent or copyright owner. Please see the BJU copyright guidelines for information regarding fair use (on the intranet at home.bju.edu/academics).

Violations

Penalties for cheating are usually academic but may also be disciplinary. Cheating on a final exam may result in denial of reenrollment.

Class Attendance Policies

Students are expected to attend all scheduled class sessions for each course in which they are enrolled, including final exams, and to arrive on time. Students are to use effective time management to be in attendance and are not to be absent from a class to work on other class assignments. However, BJU recognizes the occasional need to be absent from class.

Absences

Absences are for illness that is too severe or contagious for the student to attend class, visits and interviews at graduate schools or for future employment, and participation in voluntary events such as individual competitions or field trips.

University-authorized Absences

University-authorized absences include participating in university-sponsored events; officially representing the University at assigned events; participating in official intercollegiate team competitions; responding to administrative requests; chronic illness; illness, surgery or medical emergencies requiring absence of four or more consecutive days; illness of a dependent family member; funerals of immediate family members; military duty requirements; and participation in legal proceedings or administrative procedures that require a student’s presence.

Communicating with Faculty

Before taking a planned absence or a university-authorized absence, students should review the absence policies in the handbook and discuss and gain agreement with each of their professors on how they will meet class requirements. Course policies typically are found in course syllabi.

Number of Absences

A student who is absent from or late to class may be subject to academic penalties, especially if absences accumulate. The Academic Council has established the following limits on class absences. If a student exceeds the established number of absences in a specific class, he or she may be withdrawn from the course. Being withdrawn from courses may impact financial aid and/or scholarships, health insurance, residency requirements and the completion of a student’s degree in a timely manner. Information about compulsory withdrawals from specific classes may be found on StudentCentral.

Class meetings per week	1 2 3 4 5	Block Class	Summer Session
Absences allowed	2 3 4 5 5	1	1
Additional university-authorized absences possible	1 3 5 4 4	1	1

Absences While on Academic Probation

Students on academic probation may take absences only for illness and/or to attend the funeral of an immediate family member (e.g., parent, grandparent, sibling, aunt, uncle, first cousin).

Lates

Students are expected to arrive on time for each class. Students will be counted “late” if they arrive in the first 20 minutes after the class has begun and “absent” if they arrive after the first 20 minutes of class. Three lates to the same class during a semester will equal one absence for that class.

Students are also expected to attend classes for the entire class period. Unless a student makes prior arrangements with his or her professor to leave a class early, the student will be counted absent from the class if he or she leaves before the end of the class hour.

Double Absence Days

Missing class on certain days in a semester results in a double absence. Consult the Calendar of Events for the “double absence” dates.

Appealing Class Absences

If a student is marked absent from a class but was not absent, he or she is responsible to contact the professor within one week to appeal the absence. If a student is marked for an absence when the absence was university-authorized, he or she is responsible to contact the Registrar’s Office to appeal the absence.

Students withdrawn from class because of absences may appeal in writing to the registrar.

Dropping a Class

Contact the Registrar's Office before missing a class you want to drop.

Class Deportment

Appropriate class deportment is a matter of self-control. Students are expected to be attentive in class. Talking, reading, studying other materials, texting, writing letters and sleeping are inappropriate. Students using a laptop or handheld device should do so only for functions the professor deems pertinent to that particular class (e.g., not for answering email, playing games, browsing the Internet, participating in social media sites or working on assignments for other classes). Water and other beverages in covered containers may be brought into the classroom at the discretion of the professor.

Social Life

To help students experience long-term spiritual success, BJU desires that students develop Christ-honoring friendships and enjoy a rich social life that enhances their overall college experience, as well as their preparation for life.

BJU asks students to exhibit maturity by being accountable for their activities. Policies regarding social life on and off campus assist in the academic, spiritual and social development of students. They are designed for these purposes:

Ensure safety—In order to help students exercise appropriate caution, BJU asks students to identify their locations and activities in some situations.

Promote purity—BJU wants students to engage in wholesome social activities in settings that provide accountability for biblical requirements of purity.

Build Christ-honoring relationships—BJU desires that students have opportunities for building Christ-honoring relationships.

Physical Contact

On and off campus, physical contact between unmarried men and women is not allowed.

Student Privileges

Students enjoy two levels of privileges pertaining to off-campus activities, lights out and grooming.

Underclassman privileges

Students listed academically as freshmen or sophomores qualify for underclassman privileges. (In addition, a student who incurs campus ineligibility or probation forfeits his or her upperclassman privileges for the remainder of the semester.)

A student with underclassman privileges:

- Checks out when he or she leaves campus and checks in upon return. (No pass is necessary when a student is in the Greenville area in a non-mixed group. See the following section on Social Life Off Campus.)
- May work off campus with a recurring work pass; will check out for work and check in upon his or her return to campus.

Upperclassman privileges

Students listed academically as juniors or seniors qualify for upperclassman privileges. They must also maintain a strong class attendance record.

A student with upperclassman privileges:

- Needs a pass for work on an internship only when he or she is working in situations in which a pass is normally needed, such as working during a required activity, working in a home or returning after regular check-in time.
- With dean's office approval, may participate in overnight mixed-group outreach ministries with other students who also have upperclassman privileges.
- May study any night until 2 a.m. in the residence hall study lounge.
- (For men students) May have neatly trimmed facial hair (see Page 34).

Underclassmen and upperclassmen have different pass requirements for off-campus activities. See Social Life Off Campus below.

Social Life on Campus

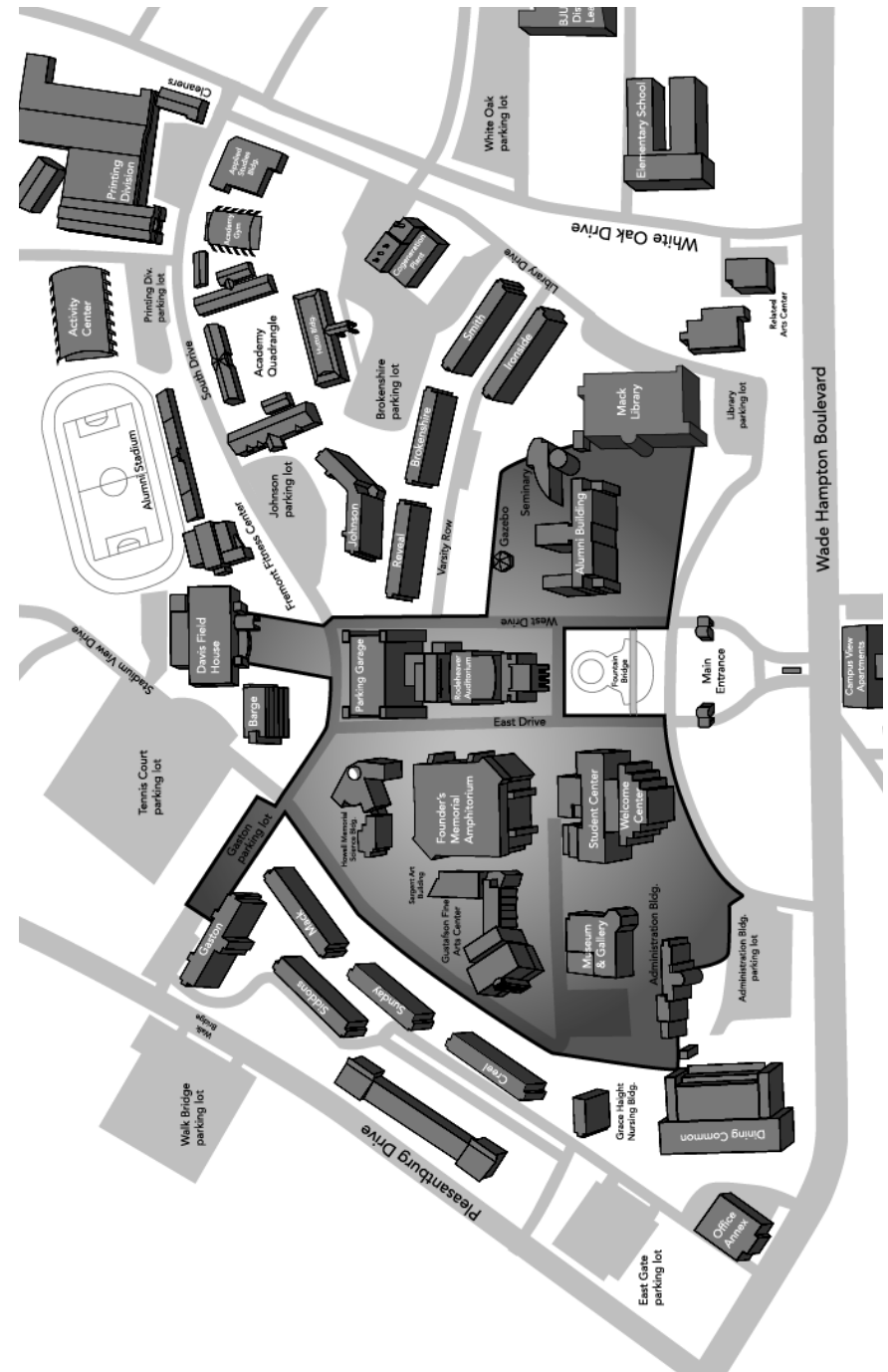
Students may be together in any well-lit outside location on front campus until 10:20 p.m. Monday through Saturday and until 5 p.m. on Sunday. (The Den is also open from 7–10 p.m. on Sunday.) Front campus is marked by the shaded area on the adjacent map—in front of the Student Center and the Alumni Building, behind the Alumni Building to the gazebo, down West Drive to the front of the Davis Field House, the tennis courts and Collegiate Drive in front of the women's residence halls. Couples or mixed groups are not to socialize inside the parking garage. In addition, Monday through Saturday men and women students have open access to the athletic fields and activity center and may run together on the outdoor track from dawn until the field lights go off each evening (10:20 p.m. Monday–Thursday; 10:50 p.m. Friday–Saturday). The fields, activity center and outdoor track are not open for use on Sunday.

Student Center

Hours are listed by venue on the Business Hours intranet page.

Classroom Buildings

Men and women students should guard their testimonies; they are not to be alone together in a classroom, rehearsal studio or other room.



Classrooms close at 5 p.m. Classrooms in the Alumni Building, Gustafson Fine Arts Center and the biology labs in the Science Building are available for student use after 5 p.m. Students may reserve a room through the coordinator in each building, or groups may check in with the building host on the first floor after 5 p.m. for a room assignment. Mixed groups rehearsing in other buildings require a chaperon.

Social Life Off Campus

BJU uses an electronic pass system called ePass to promote safety, purity and accountability. Students can access ePass from any device that has an Internet or data connection. Once a pass has been created, ePass will direct the student in the type of authorization needed. Some passes require dean's office approval, some require checkout desk approval, and some are automatically approved.

To obtain dean's office approval, a student first submits a pass (from a kiosk, any computer or a mobile device), then comes with his or her ID card to the Student Life & Discipleship office weekdays between 8 a.m. and 5 p.m. to obtain approval.

Any student on a checkout desk pass may come to the checkout desk to obtain approval for his or her group. Students with preapproved passes may check themselves out at the checkout desk or from any computer or mobile device.

Once back on campus, any member of the group may check in at the checkout desk or from any computer or mobile device. Check-in times are Sunday–Thursday, 10:25 p.m.; Friday–Saturday, 10:55 p.m. Students must secure dean's office permission in order to return after the regular check-in time. In case of a pressing situation after hours, students may contact the resident supervisor on call [dean of men: (864) 241-1687; dean of women: (864) 241-1686].

Day students are not expected to secure passes. However, anytime a mixed group activity requires a pass, both day students and residence hall students are responsible to ensure all people in the group are listed on the pass.

Quick Reference Pass Guide

The following chart provides a quick reference for the type of pass, approval needed and chaperon requirement for each activity listed. Additional details are listed below the chart.

Definitions:

COD—Checkout desk approval

Dean's—Dean's office approval

Chaperon type 1—Faculty/staff member, GA, parent, grandparent, sibling grad, aunt, uncle or church leadership member

Chaperon type 2—Resident adult over 21 or BJU grad

Type of Pass	Underclassman	Upperclassman	Requirements
Overnight	Dean's office	Dean's office	
Outside Greenville area: mixed group	Dean's office	Dean's office	Chaperon type 1
Greenville area home: mixed group	COD	COD	Chaperon type 2
Greenville area public place: mixed group	COD	X	
Outside Greenville area: non-mixed group	COD	X	
Greenville area home: non-mixed group	COD	X	Chaperon type 2
Greenville area public place: non-mixed group	X	X	

Note: An 'X' denotes pass not needed.

Day students must be listed on a pass when off campus with residence hall students.

Mixed Groups

- Mixed groups consist of three or more men and women. (Residence hall students may not be alone with a member of the opposite sex off campus.)
- All students in the group need to stay together instead of pairing off.
- All students in the group assume responsibility for the safety and activities of the group.
- An upperclassman may serve as the chaperon for mixed groups traveling to churches and outreach ministries outside the Greenville area.

Overnights

- Students may stay overnight with an immediate relative (i.e., parent, grandparent, sibling who is at least 21, aunt, uncle, first cousin).
- Thirty overnights are available each semester.
- Students may spend five nights per semester at the home of a faculty/staff member or GA not living in a residence hall, as long as there is not a dating situation or a mixed group.
- A faculty/staff member or GA may chaperon a mixed group for an approved overnight event.

- Students who have checked off campus on an overnight pass are to be away from campus by 11 p.m.
- Students with upperclassman privileges may participate in overnight ministries if they have a specific ministry responsibility. Exceptions for students with underclassman privileges may be made for ministering at The Wilds or at a camp at which the student worked the previous summer.

Engaged couples

The following privileges apply when both students have upperclassman privileges and are within twelve months of marriage.

- May stay overnight at the home of one of the parents six nights per semester.
- May secure a dean's office approved pass to be off alone together with parental consent.

Working off Campus

- Students are to return from work by 10:25 p.m. Sunday through Thursday and midnight Friday and Saturday.
- Residence hall students may work on Sunday only if they will be attending a Sunday morning service and only if the job is vital to maintain on Sunday (e.g., food services, hospital, security).
- Students with underclassman privileges need a pass for working off campus.
- Students with upperclassman privileges need a pass for work or an internship only when they are working in situations in which they would normally need a pass, such as working during a required activity or returning after regular check-in.
- Student teachers, interns and students doing nursing clinicals do not need to check in or out. Student teachers, interns and senior nurses are not to date while on their assignments off campus.
- Students are not to do house-to-house sales in Greenville. Students offering services to the community are to have a retail license or clearance from the dean of students to do door-to-door solicitation for their services.
- Students may not serve alcoholic beverages.
- BJU reserves the right to restrict from working in the community any student whose character and testimony do not reflect the principles and values taught at BJU.

Off-campus Events and Venues

Local fine arts events—Before purchasing tickets students should check with the School of Fine Arts and Communication office to ensure the event is approved. Dean's office approval is required if the length of the event requires students to check in after 10:25 p.m.

Sunday events—Students are not to attend sporting events or paid events, nor perform for hire on Sunday.

Out-of-town events—Students may attend out-of-town events (check to ensure event is approved) but are to return no later than the regular check-in time (10:25 p.m., Sunday–Thursday; 10:55 p.m., Friday–Saturday) or leave for Greenville immediately after the program. Normal regulations apply for mixed groups.

Restaurants—Students are not to patronize restaurants with a tavern or bar-like atmosphere or reputation or that do not have a dining room separate from live entertainment.

Shopping—Students are not to patronize businesses that specialize in adult gifts and party items.

Sunday—Residence hall students may stop at a grocery store; other shopping on Sunday is not appropriate.

Entertainment, Music and Technology

BJU's mission is to help students develop Christlike virtue, and we therefore encourage students to make biblical decisions in the area of entertainment. BJU holds students responsible to select and participate in entertainment options—including music, movies, television, computer/video games, printed materials, the Internet and social media—that honor Jesus Christ and edify both individual Christians and the Christian community. Students are to avoid any types of entertainment that could be considered immodest or that contain profanity, scatological realism, sexual perversion, erotic realism, lurid violence, occultism and false philosophical or religious assumptions. (See Appendix B for a biblical approach to evaluating objectionable elements in literature or entertainment.) BJU also encourages students to honor the Lord in how they spend their time and to carefully consider the desensitizing effects of excessive exposure to popular entertainment, even if the content itself is not objectionable.

Music

Music is an opportunity to express love to God with all the heart, soul, mind and strength. It also has the power to dominate the mind and heart of the listener. Its style and content can display God's glory by exhibiting the ideals of purity, dignity, honor, loveliness, virtue and excellence; or they can appeal to the flesh and embed the world's philosophy in the heart and mind of a Christian, drawing him or her away from unhindered communion with Christ.

Music, by God's design, is a subjective experience, but its various aspects—words, sounds, images and associations—greatly affect us. While the elements of music (e.g., melody, harmony, rhythm, tone quality, instrumentation) are morally neutral, music—the combination of these elements—can be designed to influence moral responses, both right and wrong. While these responses are not automatic, with mature biblical discernment they are reasonably predictable. Therefore, BJU expects students to evaluate music on several levels: the content itself, the intent of the music maker, the effects on listeners and the context of the experience.

The mission of BJU is furthered when the institution and each member of the university family use biblically sound, God-glorifying music that promotes growth in Christlikeness. While enrolled at BJU, students are encouraged to develop spiritual and aesthetic discernment in their music choices. Because much of the music available today is antithetical to biblical principles, the use of such music would hinder our mission of growing Christlike character. In Christian music, truth can be presented with varying degrees of biblical accuracy and clarity. BJU acknowledges that there is a range of music acceptability that is separate from the world; BJU's position is intentionally conservative within that range.

The following music conflicts with our mission and is therefore excluded from performance, personal listening on and off campus, or use in student organizations, societies, student productions, outreach ministries or social media:

- Any music which, in whole or in part, derives from the following broadly defined genres or their subgenres: Rock, Pop, Country, Jazz, Electronic/Techno, Rap/Hip Hop or the fusion of any of these genres.
- Any music in which Christian lyrics or biblical texts are set to music which is, in whole or in part, derived from any of these genres or their subgenres.

Resident supervisors and faculty are available to answer any questions about the appropriateness of specific music (including in computer games and movies), but individual students are responsible as maturing Christians to ensure their music choices meet campus community standards.

Headphones may be used in the residence halls, library and computer labs, as well as when exercising or using video chat technology outside the residence halls. All music policies apply both on and off campus.

In a related area, because of the sensual nature of many of its forms, dancing is not permitted.

Movies

Movies can provide wholesome entertainment, helpful instruction or profound insight into life and human behavior. However, much of what is and has been produced by the entertainment industry reflects views, lifestyles and modes of communication which are in direct opposition to a Christ-centered life. These movies exert a worldly pull on Christians trying to develop Christlikeness that compounds with continued exposure over time.

Students are not to watch movies on campus. In homes students may view G-rated movies and movie trailers. In a faculty/staff home students may view certain PG movies when the faculty or staff member watches with students and objectionable elements are discussed. Guidelines are in place to help faculty make choices. Unrated movies frequently contain objectionable content that has not been cut to meet rating standards and are not appropriate. Students are not to attend a movie of any rating in a public theater during a semester or summer school session in which they are enrolled. This includes when away from campus overnight and the weekends preceding summer school sessions. In addition, students are to avoid displaying on campus any screen savers, buttons or other objects promoting movies rated PG-13 or above.

While questions regarding the suitability of a specific movie should be directed to a resident supervisor or faculty member, the student is responsible to ensure that his or her viewing choices comply with campus community standards.

Television

Televisions in residence hall rooms may be used as game consoles or computer monitors only. Students are not to watch television shows, movies, movie trailers or sports broadcasts on their cellphones or computers. In homes students may view appropriate television programming with a rating up to TV-PG.

Computer/Video Games

Students are not to play video games rated above E10 or games that contain graphic blood or gore, sensual or demonic themes, violent first-person shooting, suggestive dress, bad language or rock music. Resident supervisors will provide guidance about the suitability of a game, but students are ultimately responsible for making sure their game choices meet campus standards and making wise decisions about the use of their time.

Internet

BJU encourages responsible use of technology in accordance with the biblical principles of good stewardship. By using BJU's network and personal computing devices, each user assumes personal responsibility for his or her appropriate use and agrees to comply with BJU's policies found on the intranet as well as city, state and federal laws and regulations. BJU uses a content filtering system in order to restrict access to biblically offensive material on the Internet. To ensure security and increase accountability, users accessing the Internet through a device attached to BJU's network are to do so through the proxy servers. Accessing the BJU network through non-authorized methods is strictly prohibited. BJU reserves the right to monitor all network activity on the University's network and on all computers internally tied to it.

All students are provided network logins and email service. All of the residence halls are connected to the BJU network and provide students with access to the intranet and the Internet. Residence hall students may access the Internet through the filtered Internet service and are not to access the Internet other than through the University network. All students are responsible for adhering to University regulations concerning the use of technology tools and services. (See Policy Volume 2, Section 2.4 on the intranet for additional information.)

Because certain websites often contain extensive sensuality, students are not to view celebrity websites, secular music lyric sites and humor/joke sites. Occasionally, an on-campus user inadvertently may get to an objectionable site which the filter has not caught. Do not assume that if a site is accessible or gets through the filter, it is OK. Note the web address and report it immediately to filteradmin@bju.edu. Any attempt to bypass the proxy filter is a serious offense.

In a related area, sending, forwarding or requesting an email, text message or video with objectionable verbal or visual material is not edifying to others, and students sending/forwarding such items will be held accountable. These types of communications should be deleted upon receipt.

Students may use video chat technology (e.g., Skype) anywhere outside the residence halls.

Social Media

BJU expects students to use social media and blogs responsibly, following biblical principles and maintaining content that promotes a consistent, positive Christian testimony. Language should not violate scriptural commands regarding abusive, slanderous, complaining, disrespectful, profane, blasphemous or tale-bearing speech, and content should be biblical and avoid promoting a lifestyle contrary to principles taught in Scripture or at the University. Videos taken on campus and posted on students' sites should comply with campus dress and social standards and should not contain images of people under 18 years of age. A student who wishes to express concern or register a grievance should follow the grievance policies stated in *Grievance Procedures*. Specific guidelines for participating in social media are posted on the intranet.

Periodicals

Certain types of magazines and catalogs reflect an ungodly philosophy or pervasive sensuality and are not to be subscribed to, read or downloaded onto electronic devices. These include fashion, model, teen, body-building, video/computer game and television/film magazines, such as *Esquire*, *GQ*, *People*, *Entertainment*, *Yahoo Magazine*, *Men's Fitness* and *ESPN*.

Gambling

Gambling—or risking the material provisions of God on chance—is poor stewardship and caters to covetousness and the love of money. It is based on the false premise of “luck” and is a portal for exploitation. Therefore, gambling of any kind is unacceptable for any student.

Dress

The following guidelines help students dress appropriately and model biblical modesty in ways that are distinct from the world and that reflect the God-ordained differences between men and women. We aim for purity, self-control, neatness and the ability to discern the appropriate clothing for any event. We also intend that dress guidelines teach students to consider the impact of their choices on others, thus living out Jesus' instruction about loving others as ourselves.

A Word About Modesty

Reflecting Christ means focusing on internal beauty that pleases God rather than external fashions that allure people (1 Tim. 2:9–10; 1 Pet. 3:3–4). Modesty is a powerful way for believers to glorify God in a culture filled with sensuality and seduction. By dressing modestly Christians can display in appearance and conduct a heart devoted to Christ.

Women's Dress Code

General Requirements

- Clothing should be modest. Clothing that is revealing either because of fabric, cut or tightness is unacceptable.
- Clothing should be loose enough to conceal undergarment lines and not to draw attention to the figure.
- Skirts and dresses, as well as slits in skirts and dresses, are to come to the knee whether standing or walking. (Please also keep modesty in mind when sitting.)
- Necklines should be no lower than four fingers' width below the collarbone. No cleavage should be visible.
- The back of any article of clothing should not be lower than a normal bra band.
- Midriffs are to be covered at all times.
- Halter tops or sleeveless or strapless tops and dresses are appropriate student attire only when covered by a jacket or open blouse.
- Shorts may be worn in the residence halls; for day students, shorts are not appropriate away from home. (For exceptions, see Recreational/Work Attire, Page 32.)
- Spandex pants and flannel pants (sleepwear) may be worn inside the residence halls; for day students, they are not appropriate away from home.
- Terry cloth and velour pants may be worn around the women's residence halls and inside the women's fitness areas.

Abercrombie & Fitch and its subsidiary *Hollister* have shown an unusual degree of antagonism to biblical morality. Therefore, BJU asks its students not to patronize these stores, wear their clothing or display articles containing their names or

logos. BJU also encourages students to avoid other labels that glorify the lustful spirit of our age in their advertising.

Class Attire (on campus Monday through Friday until 5 p.m.)

The following are guidelines for general classroom dress, which should always reflect a professional, academic appearance. Professors may require more dressy clothing at their discretion for class presentations, speeches, etc.

- Skirt and blouse, or dress
- Dressy T-shirts (non-athletic wear)
- Denim jackets
- Hose, tights or leggings (appropriate but not required)

Class attire does not include sweatshirts, denim skirts or dresses, shower shoes, hiking boots, baseball caps or hooded sweatshirts. (Hooded coats with zippers are permissible as outerwear, and BJU or society T-shirts and hooded sweatshirts may be worn on Friday.)

Casual Attire

On campus casual attire is appropriate after 5 p.m. weeknights (if not attending a formal program, recital or service) and on Saturdays. It is also appropriate if it is the required uniform. Casual attire is appropriate off campus when not attending a church service or formal program (e.g., public places, homes).

- Skirt; loose fitting pants, jeans or capri pants (not skinny pants or slim stretch)
- Flip-flops or athletic shoes
- Casual attire does not include shorts or jeans that have holes or patches or are paint- or bleach-splattered.

Formal/Sunday Attire

Formal or Sunday attire applies to Sunday morning worship services and Sunday evening services in the community; on-campus evening services; Bible Conference; Concert, Opera & Drama Series programs; and evening concerts.

- Dressy skirt and blouse, or dress

(Class attire is appropriate for the Presidential Leadership Series, productions and recitals. Casual attire is appropriate in the The Den on Sunday afternoon and evening.)

Formal/Sunday attire does not include denim or khaki twill (skirts, shirts or jackets), Crocs (original style), Birkenstocks, shower shoes, flip-flops, athletic shoes, hiking boots, or hose with fishnet patterns (other patterns are acceptable).

Note: Students are to meet the University's minimum standards for Sunday church dress stated above, regardless of the specific church they attend. Students also are to be sensitive to how their church leadership dresses, and if leaders' expectations are higher, students are to meet church leadership expectations. A student working in her church's nursery should follow her church's guidelines for nursery worker dress.

Recreational/Work Attire

Recreational/work attire may be worn when playing or watching sports, exercising or hiking; for stag outings and manual labor; and at church activities when deemed appropriate by church leadership.

Work supervisors will specify on-campus work attire for specific jobs. A student working off campus is to follow the highest dress standards specified by her employer.

- Athletic pants (wind pants or mesh pants)
- Athletic T-shirts (with sleeves)
- Shorts that come to the knee (Athletic pants are to be worn if watching a game.)

Jewelry and Makeup

- Earrings are appropriate (no more than two per ear). Other types of body piercing are not appropriate.
- Tattoos are not appropriate.
- Makeup should be worn in moderation, so that it does not draw attention to itself.

Hair

- Hairstyles should be neat and feminine.
- Hair color should appear natural.

Men's Dress Code

General Requirements

- Torn or dirty clothing is unacceptable outside the residence hall area or the appropriate work environment.
- Pants should not be oversized, low-riding or tight (i.e., skinny pants).
- A belt or suspenders are needed if pants have loops.
- Socks are required for formal and class attire.
- Baseball caps and other casual hats are appropriate only at athletic events and off campus.

Abercrombie & Fitch and its subsidiary *Hollister* have shown an unusual degree of antagonism to biblical morality. Therefore, BJU asks its students not to patronize these stores, wear their clothing, or display articles containing their names or logos. BJU also encourages students to avoid other labels that glorify the lustful spirit of our age in their advertising.

Class Attire (on campus Monday through Friday until 5 p.m.)

The following are guidelines for general classroom dress, which should always reflect a professional, academic appearance. Professors may require more dressy clothing at their discretion for class presentations, speeches, etc.

- Collared shirt: dress shirt or polo shirt tucked in
- Dress pants or Dockers-style pants
- Shoes

Class attire does not include cargo/carpenter pants, jeans, athletic clothing, flip-flops, sandals, hiking/military boots or hooded sweatshirts. (Hooded coats with zippers are permissible as outerwear, and BJU or society hooded sweatshirts may be worn on Friday.)

Casual Attire

On campus casual attire is appropriate after 5 p.m. weeknights (if not attending a formal program, recital or service) and on Saturdays. Casual attire is appropriate off campus when not attending a church service or formal program (e.g., public places, homes).

- Collared shirts or T-shirts
- Docker-style pants or unripped, well-fitting jeans
- Shoes

Casual attire does not include flip-flops, sandals, or jeans that have holes or patches or are faded or paint- or bleach-splattered.

Formal/Sunday Attire

Formal or Sunday attire applies to Sunday morning worship services and Sunday evening services in the community; on-campus evening services; Bible Conference; Concert, Opera & Drama Series programs; and evening concerts.

- Coat*, collared shirt and tie**
- Dress pants
- Dress shoes

**Coat is optional for Sunday church services.*

***Tie is optional for Sunday afternoon and evening services.*

When wearing a tie for formal occasions or to Sunday services, the top shirt button should be buttoned and the tie pulled up.

(Class attire is appropriate for the Presidential Leadership Series, student productions and recitals. Casual attire is appropriate in The Den on Sunday afternoon and evening.)

Note: Students are to meet the University's minimum standards for Sunday church dress stated above, regardless of the specific church they attend. Students also are to be sensitive to how their church leadership dresses, and if leaders' expectations are higher, students are to meet church leader-ship expectations.

Recreational/Work Attire

Recreational or work attire may be worn when playing or watching sports, exercising or hiking; for stag outings and manual labor; and at church activities when deemed appropriate by church leadership.

Work supervisors will specify on-campus work attire for specific jobs. A student working off campus is to follow the highest dress standards specified by his employer.

- Unripped jeans
- Shorts (Athletic pants are to be worn if watching a game.)
- T-shirts (with sleeves) for outdoor activities (Sleeveless shirts are for indoor recreation only.)

Jewelry and Body Art

- Finger rings and ID or medical tags are acceptable.
- Necklaces, earrings, bracelets and tattoos are not appropriate, including in the residence halls.

Note: Wristbands, including those worn for health purposes or to convey a message consistent with BJU's mission, are permissible.

Hair

- **Color**—Hair is to be your natural color.
- **Length**—Hair should be off the collar and ears.
- **Front**—Hair may come no lower than one finger width above the eyebrows.
- **Styles**—Neat and professional (not tangled or spiked); fauxhawks are not appropriate.
- **Sideburns**—No lower than the lower opening of the ear
- **Facial Hair**—Students with underclassman privileges are to shave each morning. Students with upperclassman privileges and graduate students may have facial hair that is fully grown in prior to the start of the semester, neatly trimmed and well maintained at approximately ½ inch or less.

General Campus Responsibilities

Crosswalks

Students are to use crosswalks and sidewalks and, for stewardship reasons, are not to walk on the grass. They should also remember that cars have the right-of-way on campus.

Department at Athletic Events

At athletic events, players and spectators are to conduct themselves in a Christ-honoring manner; moshing, booing, name-calling, negative cheering toward opponents or publicly questioning the officials' decisions are not appropriate.

Email

Students are to check their university-assigned email account daily. Failure to be aware of updated policies, procedures or other information does not relieve a student from responsibility or obligation.

Students are to respond to requests, including emails, within 24 hours. If you cannot see the one making the request in person, leave a note indicating your free hours and how you can be reached.

Emergency Procedures

Evacuation Plan

Regardless of cause, activation of a building's fire alarm system indicates an emergency and requires immediate and orderly evacuation of the building. Those who hear the warning or see a fire should begin an orderly evacuation of the building using the nearest safe stairway or door.

If you discover fire or smoke, remain calm. Carry out the following steps, if it is safe to do so and if time permits:

- Upon discovery of a fire, shout "FIRE" to alert those in your area.
- Sound the alarm. Locate the fire alarm pull station nearest the location of the fire and push down on its handle. Pull stations are located at the center and ends of each floor. When activated, the fire alarm will produce a loud, high-pitched chirping sound accompanied by flashing strobe lights.
- Do not fight a fire; exit the building, closing all doors close by to help confine the fire to the original area.
- Notify as many persons in the area as possible. At minimum shout "FIRE" as you exit.

- Call 370-1800, ext. 1111 to report a fire to Public Safety as soon as it is safe to do so.
- If you become trapped in your room, hang something out of your window (a sheet, curtain, etc.) to warn firefighters that you are still in the building. Place wet towels at the bottom of the door of your room or apartment.

All persons who have evacuated a building should remain outside and at least 100 feet away from the building. If everyone is not accounted for, do not reenter the building but notify the firefighters on the scene.

For further information or explanation, contact the Fire Safety Coordinator at ext. 5912.

Emergency Notification

If a situation arises on or off campus that threatens the well-being of the university community or if information needs to be conveyed to the campus family immediately, such as weather cancellations, Public Safety will utilize the emergency notification system, which issues warnings to students by cell phone and campus email. Caller ID will identify the message as an emergency message. For everyone's safety, students are to follow transmitted messages precisely. Communications or Public Safety may also communicate information via email and/or post more detailed information on the intranet or on the website for the general public. To ensure they receive notification, students are to keep their cell phone numbers up to date on StudentCentral.

Weather Alerts

If the administration determines that local weather and/or road conditions warrant closing the campus or delaying the opening of classes or other campus activities on a specific day, the Communications office will communicate the delay or closing via emergency notification, email and the following local media: WYFF TV 4, WORD 106.3 FM and 1330 AM, WHNS TV 21 and WSPA TV 7. Delays/closings will be communicated as early as possible—at least by 7 a.m.

Housing

A residence hall student considering becoming a day student is to meet with a representative in the Student Life & Discipleship office, who will determine the student's eligibility based on the qualifications below. Change of status may occur between semesters.

Residence hall students are to register for a minimum credit/load each semester (undergraduate, 12 credits; graduate, 10 credits). Seniors and graduate students in their last semester may carry fewer than the minimum credit/load if the load permits them to complete degree requirements at the end of that semester.

Tuition charge is part-time per credit (1–9 credits) or full-time (10–18 credits) for the semester. Full room/board and program fee charges apply for the semester. Applications are available in StudentCentral.

Day Student Qualifications

One of the following conditions must be met in order for a student to enroll as a day student:

- Student lives with parents who live full-time in the Greenville area, with a court-appointed legal guardian (if the student is a minor), or with an aunt, uncle or grandparent.

Note: Students may live with a single aunt or uncle provided the student and the aunt/uncle are of the same gender, if another sibling also lives there or if both are graduate students.

- Student lives with a brother or sister who is at least 23 years old, has completed a bachelor's degree at BJU or is married.

Note: If siblings qualify to live off campus together and are of different genders, there are to be no other roommates.

- Student is at least 23 years old by the end of the semester or is married.
- Student has completed a bachelor's degree program or has marched at commencement and is returning in summer school to finish course work for a four-year bachelor's degree.

Required Events

Students are to arrive each semester during the published check-in times. First semester, students leave after the closing chapel on Wednesday or after their last final exam or work obligation, whichever is later. Students leave second semester at the conclusion of the commencement ceremony. Required activities throughout the academic year include the following:

- Opening exercises and evangelistic meetings each semester
- Opening week Student Seminars
- Chapel
- Society induction, weekly society meetings, and class and Student Body meetings
- Special Friday 11 a.m. programs
- *Living Gallery*
- Bible Conference
- Concert, Opera & Drama Series programs
- Presidential Leadership Series
- Commencement activities (e.g., baccalaureate, awards ceremony, commencement)

Consult the Calendar of Events for the dates and times of these required activities.

Absences and Lates

- Absences require prior approval. Emergencies will be handled on an individual basis.
- A student who is able to attend classes is expected to also attend chapel. For required non-class activities, day students who is too ill should call the dean of men's or dean of women's office. A residence hall student who is too ill to attend chapel should obtain prior permission to miss by calling the Student Life & Discipleship office or by speaking with his or her resident supervisor, mentor or RA.
- Dental or medical appointments are not to conflict with chapel or non-weekly required activities such as evangelistic services, Bible Conference, commencement, etc.
- Students arriving at a required activity more than 20 minutes late will be considered absent.
- In some instances, students will be asked to report their attendance at required activities.

University-authorized Absences

With prior approval, the University will generally authorize absences from required non-class activities due to the following:

- Participating in university-sponsored events, officially representing the University, participating in intercollegiate teams or military duty requirements, and responding to administrative requests.
- With a doctor's note, chronic or extended illness, surgery and medical emergencies of four or more consecutive days.
- Attending the funeral of an immediate family member (e.g., parent, grandparent, sibling, aunt, uncle, first cousin).
- Regularly scheduled work or outreach ministry. (If an activity has multiple performances, students are expected to arrange work schedules to attend one performance.)

Sharps

Students who use "sharps" (syringes with needles and lancets for finger sticks) and have a need for on-campus disposal of used sharps are to dispose of them in a labeled, approved container designed for this purpose. Upon request, the Office of Environmental Health and Safety (EHS), located in the lower level of the Wade Hampton Mall near the fuel pumps, will provide the first approved sharps disposal container at no charge and will exchange each full container brought to EHS during regular business hours. Students are not to place sharps or sharps containers in the regular trash.

Society Membership

Undergraduate students join and maintain membership in a society. Students who are married or are 23 years old may request to opt out of society membership at the Registrar's Office.

Solicitation

Students, staff or outsiders may not sell to or survey the university community on campus.

Speaking for the University

Students should refer media inquiries to the Public Relations office, which can answer questions accurately and speak officially for BJU. Students are not to release information or grant interviews to the news media without first checking with the Public Relations office or being asked by that office to do so. In addition, students are not to speak for the University on social media.

Student Vehicles

Residence hall students who bring a vehicle to the Greenville area and day students who drive to campus are to register their vehicles (including motorcycles and bicycles) with BJU's office of Public Safety. Public Safety will issue parking tags and an e-tag (electronic gate pass), both of which need to be permanently affixed to each student's vehicle. Residence hall students will be assigned a parking lot, designated by a color code, on campus property. Day students should check the Public Safety website for designated day student parking areas.

Residence hall students are to drive only their own cars or cars belonging to relatives, except when driving together on a long trip where safety is an issue. To share vehicles, relatives and engaged couples may apply for relative registration via ePass. Students may request an exception to this policy for work purposes at the Student Life & Discipleship office.

Weapons and Fireworks

Per South Carolina law, students are not to possess handguns if they are under age 21. Residence hall students are to turn in all handguns, rifles and shotguns to Public Safety (ext. 5900). All handguns are to have trigger locks. In addition, students are not to bring concealed weapons to campus and are to keep martial arts weapons in their vehicles. Blades on knives kept in residence hall rooms are to be no longer than 3 inches.

Fireworks are not to be brought to campus.

Weddings

BJU is committed to students completing their education. Because of the significant responsibilities inherent in marriage, students who marry while under 20 years of age may not continue enrollment. Students may marry between semesters but not during a semester.

Residence Hall Life

Living in a residence hall offers BJU students many benefits—opportunities to grow spiritually, to build solid friendships, to grow in love and consideration for others from various backgrounds and cultures, and to develop and exercise leadership skills. The following guidelines for residence hall living are intended to help each student feel at home at BJU and to enable students to live together harmoniously in close proximity.

Curfew and Lights Out

Students are to vacate the residence halls 20 minutes before Concert, Opera & Drama Series programs and all Bible Conference services. The residence halls are closed between 9:30 and 11 a.m. on Sunday morning while students attend church services.

Lights out is at midnight, at which time students are to be in their own beds and quiet with all lights in the room turned off. This precludes talking, studying, texting and eating between midnight and 5 a.m.

Between 11:30 p.m. and 5 a.m. students are to be in their rooms unless working on a university work crew. The following half-hour (from 11:30 p.m. until midnight) is intended for quiet study or fellowship with roommates and to enable those who need to go to bed early to do so. On Friday and Saturday evenings, students may visit in each other's rooms within their residence hall until midnight.

Students with upperclassman privileges may study any night until 2 a.m. in the residence hall study lounge. All students may study until 1 a.m. on nights immediately preceding final exams.

Day Students

Day students are welcome to attend a friend's discipleship group but should exit the residence halls by 11:30 p.m.

Housing Accommodations

Students who need a housing accommodation are to fill out a Housing Accommodations Request as early as possible prior to the start of a semester at bju.edu/specialhousing.

Modesty

Students are to:

- Be fully dressed in the stairwells, residence hall lobbies and first-floor hallways.
- Wear shoes, shower sandals or socks in the halls and bathrooms.
- Close the room blinds when it is dark outside.

Room Check

Residence hall room check is at 11 a.m. Monday through Friday. Items that the resident assistant will check are listed on the back of the door in each residence hall room. Students in each room should discuss as a group how they will divide room responsibilities and help one another fulfill those responsibilities. Questions or concerns about room expectations can be discussed with a resident assistant or resident supervisor.

Room Décor and Furnishings

Students are encouraged to join with their roommates in decorating their rooms attractively and making them comfortable. Curtains, small bookcases, small storage chests, small chairs and computer or drafting tables may be added, along with refrigerators or thermoelectric coolers under 4.5 cubic feet. The rooms are not large enough, however, to accommodate furniture such as recliners, love seats, sofas or large tables.

The cost of repair or replacement of damaged furnishings or university property in a student's room will be charged to the responsible occupant or occupants if they can be identified; otherwise all the residents of the room will be assessed the damage.

Decorations may be hung on the wall with white Plasti-tak®; to protect walls, avoid using tape, nails or tacks. Personal photos should comply with BJU policies; immodesty or inappropriate physical contact should not be displayed. Photos of entertainers or fashion models are not appropriate.

Students may have fish in bowls or tanks in their rooms; other pets are not appropriate.

Security and Safety

While BJU is considered to have a safe campus, precautions are taken to protect the safety of individuals and ensure the security of campus property and personal possessions. Therefore, entry to the doors of residence halls is by ID card only, and security cameras are installed at the middle and each end of the residence hall floors. Doors are not to be propped open, and after 10:30 p.m. all

students are to enter through the middle doors of the residence hall regardless of one's access level. Climbing through any window is considered a major breach of security.

Students are not to be in another student's room unless one of that room's occupants is present. If a student is found with something that is not his or hers and the residence hall staff cannot confirm why he or she has it, it will be considered theft. This also applies to "borrowing" items without permission.

Fire Code

The following guidelines are necessary to prevent residence hall fires and to comply with the local fire code.

Items continually plugged into an electrical outlet are to be plugged directly into an outlet or a power strip that is plugged directly into an outlet, not into an extension cord. Extension cords may be used temporarily but are to be unplugged immediately after use. Power strips are to have an on/off switch and rest on a headboard, desk or shelf. They should not be in contact with bedding.

Outlet adapters (that convert two wall outlets into four or six) may be used only if they have an on/off switch or a surge protector. A power strip may be plugged into a surge protector if the adapter has an on/off switch or a reset button. Orange outlets are for computer use only.

Food preparation appliances (with the exception of hot pots and coffee makers) are to be used in the snack rooms of each residence hall.

Candles, wax warmers and incense are not to be burned in the residence halls.

Batteries are not to be removed from smoke detectors; fire code requires they be in working order at all times.

Lighters, containers that store flammable materials (gas cans, propane tanks, etc.), items that utilize flammable gas or liquids (gas grills, lawn mowers, chain saws, etc.), or tools that are used for yard work are not to be stored in or around the residence halls.

Evacuation Drills

Each residence hall conducts practice evacuations every semester. At the sound of the fire alarm, evacuate the building immediately and quietly. Exit according to the evacuation plans posted in each residence hall. Students should exit quickly and remain with their discipleship groups until everyone has been accounted for.

Disciplinary System

BJU bases its system of accountability and correction on the functions of Scripture taught in 2 Tim. 3:16: teaching, reproof, correction and training in righteousness. Part of our education program is holding students accountable in ways that lovingly instruct, warn, rebuke, restore and help develop “complete” Christians fully equipped for every good work (2 Tim. 3:17).

The spirit in which accountability is practiced is important to us. It is our desire that humility, gentleness, patience and love—first for God and then for others—permeate all aspects of discipleship, including rebuke and correction (Gal. 6:1; 1 Thess. 5:14).

Stating and enforcing these policies serve multiple purposes.

Protection

Community expectations provide guardrails that protect from harmful influences. Accountability and correction cannot vanquish our sinful flesh but can partially restrain its harmful manifestation. Consequences serve as one deterrent that supports the edifying environment centered on God’s Word.

Correction

Discipleship requires accountability, or else priorities become mere intentions or even pretenses. This follow-through helps not merely to correct behavior but to graciously challenge thinking and affections. It also acknowledges the role of failure in progressive sanctification. Sin has inherent consequences (Gal. 6:7–8), but a faith-filled response is a gateway to growth.

Restoration

God applies discipline so that we can share in His holiness, both now and forever (Heb. 12:4–11). BJU’s system of consequences, therefore, aims at peace with God and man. The fruit of the faith-filled reception of consequences is repentance and forgiveness, which result in reconciled relationships with God, other individuals, and the college community.

Disciplinary Tiers and Correction

While maintaining consistency, BJU takes a personal approach and works with a student based on that student’s heart response to correction.

Our disciplinary evaluation and correction is grouped into two tiers. A demerit system (Tier 1) serves as an index of responsibility for the aspects of the code

of conduct that relate primarily to personal discipline. An escalating system of corrective responses (Tier 2) is implemented when there are patterns of irresponsibility as well as offenses involving loving respect for others, integrity, and purity.

Tier 1 Examples

Offense	Number of Demerits
• Late check in/out • Failure to pass room check	0, 0, 0, 2, 2, 2, 4, 4, 4, etc.
• Failure to check in/out	0, 5
• Failure to meet Appeals Committee	5
• Late leaving/returning to residence hall • Late to required activity	5, 5, 5, 10, 10, 10
• Failure to shave/long hair	5, 10, 15, 20, 25
• Dress infraction • Room curfew/lights out infraction	0, 10, 15, 20, 25
• Absent from chapel/society	0, 0, 25
• Off-campus infraction	25

By accumulating 50 demerits or more, a student typically is demonstrating the need for greater self-discipline and, therefore, will receive a conduct warning (see below). Students begin each new semester with a clean demerit record.

Appealing Demerit Offenses

A student may appeal assigned demerits to the Appeals Committee. The Appeals Committee is made up of members of the Student Life & Discipleship staff and is located in the Student Life & Discipleship office in the Student Center. A representative will hear the student’s appeal and make a judgment regarding the offense and appropriate consequence. This appeal must take place within one week of when the demerits are issued. Students may also see their resident supervisors (within one week) to appeal an offense.

If a student feels that the Appeals Committee, dean, resident supervisor or faculty/staff member has not dealt fairly with him or her, he or she may address a disciplinary grievance directly to the dean of students. (See Disciplinary Grievances & Complaints below.)

Tier 2 Examples

Offense	Corrective Response
<ul style="list-style-type: none"> Absent from Bible Conference/evangelistic/commencement service Breach of security Destruction of school/personal property Unacceptable music/video/reading material Untruthfulness 	Conduct Warning
<ul style="list-style-type: none"> Aggressive anger/fighting Attendance at inappropriate concert/dancing 	Ineligibility or probation
<ul style="list-style-type: none"> Smoking/tobacco 	Probation
<ul style="list-style-type: none"> Unauthorized overnight Theft Indiscreet/sensual behavior 	Probation or suspension
<ul style="list-style-type: none"> Disorderly conduct, alcohol, drugs 	Suspension

For some offenses there is a range of possible consequences. Consequences may vary based on sincere repentance versus repeated offenses. For example, voluntary acts of repentance exhibit God's grace at work and will be taken into consideration during a disciplinary situation. However, because of the importance of integrity and due process, a student who is untruthful at any point during the investigation of a conduct offense is subject to the maximum consequence for that offense.

Ineligibility

A student with multiple conduct warnings or specific offenses becomes ineligible to participate in intercollegiate or intramural sports, hold a campus office or leadership position, or have a key role in an official program. He or she is given underclassman privileges and may be required to meet with a staff member for accountability. Becoming ineligible two consecutive semesters places a student on disciplinary probation for the following semester; if the ineligibility is for a student's final two semesters, the student forfeits the privilege to participate in commencement exercises.

Disciplinary Probation

A student may be placed on probation in order to promote spiritual growth, address specific character issues and provide weekly accountability. The goal is to encourage the student in a genuine, observable desire to grow in Christlikeness. A student who does not successfully complete disciplinary probation is denied reenrollment the following semester. If a student earns disciplinary probation two

consecutive semesters, he or she is denied reenrollment for one semester. A student who withdraws for any reason while on disciplinary probation will return on disciplinary probation.

Suspension

Because of the edifying atmosphere needed for the good of the campus community as a whole, there are some offenses that result in suspension. These would include:

- Major moral failure, including immorality, hard-core pornography, sensual behavior, or use of alcohol or drugs.
- Stealing or shoplifting.
- Committing a crime during or not disclosing a crime committed before enrollment.
- Encouraging or aiding another student in an action that results in suspension.

A student may receive disciplinary correction, including suspension, for grievous offenses, such as immorality, that come to light from a previous semester.

A suspended student may not return to BJU for one full semester. A student suspended twice is permanently expelled from the University.

Drugs & Alcohol

Students of any age who drink any alcoholic beverages, whether on or off campus, forfeit their privilege of enrollment as students.

BJU's policy on alcohol use by students complies with the laws of South Carolina, which prohibit the possession, consumption and serving of alcoholic beverages by and to persons less than 21 years of age. Underage students who consume alcoholic beverages in violation of South Carolina laws may face criminal penalties as well as disciplinary action.

BJU does not condone the possession, use, manufacture or distribution of illegal substances or drug paraphernalia of any kind or in any amount. Students who engage in drug activity—including the illegal use of prescription drugs—forfeit their privilege of enrollment. Students who take drugs or otherwise participate in drug activity may face criminal penalties as well as disciplinary action.

Because of BJU's position on drinking alcoholic beverages and using illegal substances, students who engage in either activity during a Christmas or summer break are subject to denial of enrollment for at least the following semester.

For additional information regarding the Drug-Free Schools and Campus Policy, see home.bju.edu/life/policies/drugs.php.

Note: BJU students are responsible for notifying the dean of students of incidences of arrest. Students who have been arrested must agree to an interview with the dean of students or a designee. Students who have been arrested are subject to disciplinary suspension.

Withdrawals

A student may not withdraw without approval from the Student Life & Discipleship office. Avoiding potential disciplinary action is not legitimate grounds for voluntary withdrawal. Attendance at BJU is a privilege, not a right. A student may be subject to involuntary administrative withdrawal under the following circumstances:

- In attitude or conduct a student does not fit the spirit of the biblical principles that guide BJU's educational philosophy and to which each student ascribes by signing the student covenant.
- A student's behavior poses a threat to the safety and well-being of others.

Legal Violations

BJU reserves the right to alert law enforcement officials of legal violations occurring on or off campus. Claiming ignorance of the law is not a valid defense of one's violation.

University Rights

In executing its disciplinary system as a private educational institution, BJU reserves the right to:

- Inspect lockers and residence hall rooms.
- Scan emails for viruses and objectionable content and to review if deemed necessary.
- Revoke a student's network access without prior notification if the student's computer poses a threat to other computers or to the stability of the network.
- Inspect the content of any electronic device (iPod, computer, cell phone, etc.) if deemed necessary.
- Communicate with a student's parents on any situation involving the student.
- Restrict its services, programs and meetings from being recorded on personal communication devices.

Failure to cooperate with an official review or inquiry could result in disciplinary action.

Student Rights & Resources

Notice of Nondiscrimination

BJU is an equal opportunity institution that does not discriminate on the basis of race, color, sex, national origin, age, disability, veteran status or genetic information. This policy applies to all terms and conditions of employment, admission to and enrollment with the University, including, but not limited to, recruitment, selection, hiring, placement, transfer, promotion, training, compensation, benefits, discipline, termination, educational policies, admission policies, financial aid, scholarship and loan programs, housing, athletic and other university-administered programs and activities.

BJU will not tolerate, condone or permit discrimination, harassment (including but not limited to sexual offenses), and/or retaliation, whether engaged in by employees, students or third parties who conduct business with BJU.

BJU will investigate such complaints in accordance with the BJU Discrimination and Harassment Grievance Procedures. The policies and procedures may be found here bju.edu/life-faith/safety/policies-reporting.php.

All complaints or any concerns about conduct that may violate this policy and/or retaliation should be filed with the Title IX Coordinator:

Michael Miller
Executive Offices
TitleIX@bju.edu
(864) 770-1374

Grievance Procedures

Academic Grievances & Complaints

Students are free to speak with professors to express concerns about final grades. If a student does not feel his or her professor has resolved the issue satisfactorily, he or she may express in writing a grievance or complaint to the dean of his or her college/school. (If the complaint is against his or her dean, the student may appeal directly to the provost, as described below.)

If the student does not feel that such a course resolves the issue, he or she may submit a letter of Inquiry/Complaint to the Office of the Provost as outlined below.

Disciplinary Grievances & Complaints

Students are able to appeal the assignment of demerits with their resident supervisor or at the Appeals Committee.

A student who receives disciplinary consequences (conduct warning, ineligibility, probation, dismissal) for violating the student covenant and/or the expectations stated in the student handbook may appeal that decision as follows:

- The appeal must be made in writing to the dean of students within 72 hours of the student's notification of a disciplinary decision. A form for this purpose is available at home.bju.edu/life/appealrequest.pdf.
- The appeal form must be complete and detailed. Students will present their appeals in person only if requested to do so by the Appeals Committee; therefore, the student should state all reasoning and present all evidence in the written appeal.
- The appeal process is not intended as a venue to re-argue one's case. The grounds for an appeal are limited as stated below:
 1. Established procedures were not followed and the deviation resulted in the student receiving unfair or unwarranted disciplinary action.
 2. The disciplinary sanction is unduly harsh or arbitrary. Sanctions within the guidelines expressly stated in the student handbook are presumed to be appropriate.
 3. Discovery of new evidence unavailable at the time of a disciplinary interview, if it reasonably could have affected the decision.
- Students who fail to submit their appeal by the required deadline, fail to assert one of the grounds specified above, or fail to provide information concerning the basis of their appeal waive their opportunity to appeal.
- If the Appeals Committee requests to hear the appeal in person, the student will be given notice of the date, time and location of the meeting.
- The Appeals Committee will consist of Student Life & Discipleship, academic and student leadership representatives.
- With or without a meeting, the Appeals Committee may uphold the original decision, overturn the decision, modify the sanction, and/or send the issue back to the original decision maker for further consideration.

A decision may be appealed only once; the disposition of the appeal is final.

Personal Grievances & Complaints

We encourage and expect administrators, faculty, staff and students to reconcile personal grievances and complaints by following the principles Jesus Christ gives in Matt. 18:15–17. However, when the nature of the grievance or the relationship between the two parties does not permit the offended student to resolve his or

her concern in this way, he or she is free to approach the dean of students for a discussion about the concern and the most reasonable way to satisfy or resolve the issue. (If the complaint is against the dean of students, the student may appeal directly to the provost, as described below.)

If the student does not feel that such a course resolves the issue, he or she may submit a letter of Inquiry/Complaint to the Office of the Provost as outlined below.

General Grievances & Complaints

We desire to treat students fairly and to serve their needs effectively. We are open to constructive input regarding how we may improve our service to students, campus life and the testimony of BJU. Mass and social media are powerful tools to communicate truth. In the spirit of honor and wisdom, however, students should not use media to disparage BJU but should instead pursue truth in love by following this grievance process. Students who wish to make a general inquiry, recommendation or complaint that does not relate to mistreatment from a specific person are free to approach the dean of students for a discussion about the concern and the most reasonable way to satisfy or resolve the issue. (See references above under *Personal Grievances & Complaints* for information on how to file grievances relating to mistreatment from a specific person.)

If the student does not feel that such a course resolves the issue, he or she may submit a letter of Inquiry/Complaint to the Office of the Provost as outlined below.

Disability Grievances and Complaints

Any student currently enrolled at BJU who believes that he or she has been discriminated against or harassed on the basis of disability by a university employee, university student, or a visitor to the University, may use the BJU's Disability Grievances and Complaints Policy (see Volume VI, Section 6.1.1.1.2 on the university intranet) and/or file a formal discrimination complaint pursuant to BJU's Discrimination and Harassment Policy (see bju.edu/life-faith/safety/policies-reporting.php).

Program Integrity Complaints

Any student currently enrolled at BJU with a concern relating to programs offered by postsecondary educational institutions authorized under Title IV of the Higher Education Act may use the Program Integrity Grievances and Complaints Policy (see Volume VI, Section 6.3.2.1.7 on the university intranet).

Submitting an Inquiry/Complaint to the Office of the Provost

When the office of the provost receives a formal letter of Inquiry/Complaint, the provost will convene the Administrative Hearing Committee to consider the inquiry/complaint. The Administrative Hearing Committee will conduct an appropriate investigation and will render a written explanation/decision within 30 days of the filing of the inquiry/complaint to both the student who made the complaint and the vice provost. The office of the vice provost will keep a record of all student complaints and documentation of how they were handled.

If a student making the inquiry/complaint is not satisfied with the outcome of the process, he or she may appeal to the president of the University. The decision of the president is final.

Accreditation Association Contact Information

BJU is accredited by the Transnational Association of Christian Colleges and Schools. Inquiries regarding compliance with accreditation policies and standards may be directed to the Transnational Association of Christian Colleges and Schools, 15935 Forest Road, Forest, Virginia 24551; phone (434) 525-9539; fax (434) 525-9538; email: info@tracs.org.

Academic Assistance

BJU is committed to student success and overall well-being and makes the following resources available to assist students.

Professors, Academic Advisors and Academic Deans

For academic assistance first see the professors for the specific classes in which you need help. Academic advisors provide assistance with studies in general and your academic major. They are interested in you as a person and are also available to provide biblical counsel and other help. Faculty and advisor office locations and hours are listed on StudentCentral. Academic deans are also available for consultation; you can schedule an appointment through their administrative assistant.

Academic Resource Center

The Academic Resource Center in Alumni 213 provides a variety of resources to help students improve their study skills and maximize their education. At the Academic Resource Center students of all classifications can connect with study groups for specific classes, receive academic counseling, find tutors, make up tests they may have missed in class and even improve their writing skills. From educational technology to a quiet study zone to academic accommodations for

those with documented learning disabilities, the Academic Resource Center helps students build academic confidence and ultimately excel in college. Upperclassmen can minister to their fellow students by applying to be tutors and leading study groups.

Other Types of Aid

Center for Advising and Career Services

The Center for Advising and Career Services, located on the second floor of the Alumni Building, provides academic advising for new students. It also serves graduates and graduating students seeking employment, as well as students seeking summer employment. Specific services can be found at home.bju.edu by clicking on *Life at BJU*.

Financial Aid

The Financial Aid office in the Student Services Hub on the second floor of the Student Center assists students with scholarships, loans, grants and the student work program and provides information on the student insurance plan.

Medical Aid

Students in need of medical care may consult a nurse by calling the Student Medical Advice Line at (864) 455-9327. This qualified nursing advice is available for free 24 hours a day.

Each residence hall has an empty room available for students who need to recover from illness apart from their roommates. Students should see their residence hall staff about using a recovery room.

Additional information regarding health care is available at <https://home.bju.edu/life/studenthealthservicesFAQs.docx>.

Biblical Counseling

Two resident mentors and a resident supervisor in each residence hall, along with faculty and staff, are available to assist students in areas such as home issues, spiritual battles, room problems and social adjustment. Everything reasonable will be done to maintain confidentiality and privacy.

Student Care Office

The Student Care office provides individual help for students, particularly those facing difficult situations, with a focus on biblical counseling. Student Care

staff members, including the women's counselor, are trained to assist students who have been abused, and students who have experienced abuse are strongly encouraged to seek counsel. Student Care personnel can also serve students by providing information about off-campus resources (e.g., local churches, health professionals and counseling services).

Appendix A— Position on Marriage and Human Sexuality

Definition of Marriage

The institution of marriage has been valued by every culture and society throughout human history. Bob Jones University believes marriage is an institution ordained by God and prescribed by Scripture to be a monogamous relationship between a man and a woman physically created in these respective genders by God. We believe God intended heterosexual marriage to be an enduring covenanted relationship established before Himself and man to propagate the human race, lovingly express healthy relational and sexual intimacy, and picture the covenant relationship He has with all genuine believers.

Basis of Authority for the Definition

As a distinctively Christian liberal arts university, BJU strives to live according to the doctrinal, moral and ethical dictates of the Bible, which serves as our final authority for all matters pertaining to doctrinal beliefs and moral and ethical practices. Our understanding of marriage and application of its meaning is grounded in more than established human tradition and existing cultural norms. As the authoritative, inspired, inerrant and timelessly relevant Word of God, the Scriptures have binding authority for the doctrinal belief and moral practice of believers, churches and Christian institutions (2 Sam. 7:28; Prov. 30:5; Matt. 4:4; 5:17–20; 24:35; 2 Tim. 3:15–16; 2 Pet. 1:16–21; 3:2). The Bible speaks clearly and authoritatively to the matters of marriage, consensual sexual activity and gender identity. Its clear teachings on these matters govern and are central to the beliefs and practices of BJU and serve as the final authoritative grounds for the content of this position statement.

The Scriptures teach that God created man and woman in His image (Gen. 1:27–28), brought them together in the life-long covenant relationship of marriage and blessed this union (Gen. 1:28). Furthermore, the Scriptures make plain that this first marriage was intended to be an authoritative pattern for all future human marriages as evidenced by the teachings of Moses (Gen. 2:18–24), the Wisdom books (Prov. 12:4; 18:22; 31:10; Eccles. 9:9), the Prophets (Mal. 2:13–16), the Apostles (1 Cor. 7:1–16; Eph. 5:21–33; Col. 3:14–19; Heb. 13:4; 1 Pet. 3:1–7), and Jesus Himself (Matt. 19:4–6; Mark 10:1–9).

Marriage is a covenantal life-long relationship between a woman and a man who were physically created and assigned these genders by God (Gen. 1:27; Ps. 139:13–16; Matt. 19:4; Mark 10:6). We believe God intended heterosexual marriage for the propagation of the human race and the loving expression of healthy relational and sexual intimacy, and to picture the covenant relationship He has with all believers (Eph. 5:22–33).

Context for Human Sexuality

Human sexuality is part of God's divine design for human beings (Gen. 1:28). However, the Bible restricts all forms of consensual sexual activity to within the boundaries of the marriage relationship (1 Cor. 7:1–5; Heb. 13:4). The Bible clearly prohibits not only non-consensual sexual misconduct (Deut. 22:25–27) but also any consensual sexual activity outside the boundaries of heterosexual marriage (1 Thess. 4:1–8). Furthermore the Bible specifically names as sinful and prohibits any form of sexual activity between persons of the same sex (Rom. 1:26–27; 1 Cor. 6:9–10; 1 Tim. 1:10), polygamy (Matt. 19:4–6; 1 Cor. 7:11), incest (Lev. 18:6–18; 1 Cor. 5:1), bestiality (Exod. 22:19; Lev. 18:23; 20:15–16; Deut. 27:21; Gal. 5:19; Eph. 5:3; Col. 3:5), adultery (Exod. 20:14; Mark 10:19; Luke 18:20; James 2:11), and fornication of any sort including pornography (1 Cor. 6:9–10; 1 Thess. 4:3–8; Lev. 18:20).

Statement About Gender Identity

God created man and woman in His image as two distinct but equal genders which He intends to use for His glory (Gen. 1:26–27). Furthermore, individual gender is assigned by God and determined at conception (Ps. 139:13–16). Therefore we believe that to intentionally alter or change one's physical gender or to live as a gender other than the one assigned at conception is to reject God's right as Creator to assign gender to His creatures and is a personal rejection of His plan to glorify Himself through the original gender He assigned that individual (1 Cor. 10:31).

Expectations of BJU Employees and Students

Because the positions set forth in this statement are grounded in the biblical, moral and ethical commands clearly taught and demanded by Scripture, BJU expects all employees and students enrolled at BJU to agree with and abide by this statement on marriage, human sexuality and gender identity.

Posture Toward Those Who Disagree with Us

All of us are sinners. We live in a world broken by sin and are called to live out our biblical beliefs among those who may disagree with us. We desire to do so in ways that honor God and point them to Him (1 Pet. 1:11–12). We believe every

person must be treated with respect and compassion and are committed to living out our commitments to these biblical standards with grace and humility. We also believe that we are called to speak God's truth in love (Eph. 4:15) as we call all men to recognize that all human sinfulness is an offense to God (Rom. 3:10–11; Rom. 6:23a), that God has displayed immense grace and mercy toward all sinners (Eph. 2:1–10), and that He offers a full and free forgiveness through Jesus Christ to all who repent and forsake their sin and turn in faith to Him (Acts 3:19–21; Rom. 6:23; 10:9–10; 1 Cor. 6:9–11; 1 John 1:8–9).

Appendix B— Biblical Approach to Evaluating Objectionable Elements in Entertainment

A Christian's entertainment choices should reflect Christ and encourage him to be more like Christ.

While it can be beneficial to be culturally literate, every Christian should self-censor his entertainment choices. Below are common categories of elements that are biblically objectionable and should be censored:

- Profanity
- Scatological realism—pertaining to excretory functions
- Sexual perversion—adultery, fornication, homosexuality
- Erotic realism—explicit descriptions of sexual acts
- Lurid violence
- Occultism
- False philosophical or religious assumptions—the most dangerous, yet the most overlooked, of all objectionable elements

Evil in the Bible appears dangerous and repulsive. Reflections of evil appear in the Bible in the form of negative examples so as to create a defense against what they represent or to give hope to the fallen for forgiveness and recovery from sin. Entertainment choices should treat evil in the same way that it is treated in the Scriptures. Such entertainment can be edifying reading, listening or viewing for someone of sufficient maturity.

Scripture itself includes notable examples of each type of objectionable element, but the intent of the presentation is to instruct, the details are presented with restraint rather than gratuitousness and the tone makes clear what is evil and what is good.

Certainly no Christian should take pleasure in reading, listening to or viewing content that draws him away from personal holiness; but neither will a mature Christian unreflectively seclude himself from worthy literature or other entertainment choices simply because they contain offensive material, if that material is presented in the same manner in which Scripture presents it. Edifying entertainment choices expose the believer to works which enhance his

understanding of the world and strengthen the credibility of his testimony by enabling him to become “all things to all men” (1 Cor. 9:22) and develop moral perception in order to “by reason of use have [his] senses exercised to discern both good and evil” (Heb. 5:14).

When evaluating an entertainment choice, Christians should ask themselves the following questions:

- Are the characters noble?
- Do the actions of the story cause the characters to desire virtue and reject vice?
- Does the story's resolution reward good and punish evil or honor wisdom and scorn foolishness?
- Does the theme of the story conflict with God's truth? If it does, how? Where is the flaw?

Instead of making entertainment choices indiscriminately or insulating oneself from all entertainment, Christians should follow God's example: create a resistance to the allurements of evil by wisely applying small doses of antigen in the form of critical reading, watching and listening.

It is godly to present ungodliness in a biblical manner, for a biblical purpose and to a biblical effect. It is ungodly to use what might seem the freedom of Scripture as a cloak of licentiousness (cf. 1 Pet. 2:16).

Condensed from Dr. Ron Horton's *Christian Education: Its Mandate and Mission*.

Appendix C— Creative Projects & Programs

Checking Requirements and Procedures

Residence hall students participating in a program off campus require approval from the Student Life & Discipleship office.

Artwork

In the interest of Christian testimony and the University's cultural reputation, an art faculty member is to check student art prior to an on- or off-campus exhibition.

Film/Video Productions Off Campus

Students involved in acting and other roles in off-campus productions are to obtain approval in advance from the dean of the School of Fine Arts and Communication.

Media Presentations

Except for academic class or society meeting presentations, the Visual Media Committee checks the content and technical competence of all media presentations, including video, film, DVD/Blu-ray, slides or other formats shown in public. A second check is necessary if changes are required. The committee or division chair approves projects prepared in the Division of Communication. Schedules and guidelines for media checks are available from the School of Fine Arts and Communication office.

Videos produced for official Student Leadership Council events are university property and may not be disseminated or uploaded to social media.

Music

The fine arts music checker checks all special music (instrumental and vocal) for outreach ministries, society meetings, outings and Student Body programs. When performing in churches, students should follow the church's music guidelines. Music is checked Tuesdays and Thursdays from 6:30 to 7 p.m.

Note: Societies are the only student groups that may have permanent ensembles larger than nine members. Temporary groups, such as for class meetings, may be organized for up to three weeks' duration.

Programs

Students are responsible to get programs, dating outing skits, radio and television programs used on and off campus, and pep band performances checked well in advance. Policies, times and locations for program checks are posted on bulletin boards in the Gustafson Fine Arts Center.

Recordings

Before final production, duplication or sale, the music checker and the dean of the School of Fine Arts and Communication are to check student recordings and the jacket proofs. On-campus advertising is to be word of mouth or through paid campus media ads. (See social media guidelines on the intranet.)

Speech and Drama Presentations

A School of Fine Arts and Communication faculty member checks speech numbers, dramatic pieces and presentations such as puppetry, gospel magic and chalk talks. Contact the School of Fine Arts and Communication office to find out the faculty member to contact for each check.

Mixed-Group Rehearsals

Music Majors

Mixed groups of music majors and accompanists may rehearse in the GFAC music wing without a chaperon in a room with a window in the door.

Speech Groups

Mixed groups practicing a speech communication project may rehearse in the GFAC speech wing in a room with a window in the door.

Appendix D— University Trips

Conventions, Contests and Trips Away from Campus

With administrative conference approval, students may attend professional meetings, contests and conventions related to their major and may stay overnight, with an approved chaperon. Other groups, such as the University Business Association and art students, may take group trips. See Attendance Policies for information concerning absences from class and non-class activities. A pass with dean's office approval is required.

Official University Groups

Dress

Students traveling in official BJU groups are expected to dress in a way that commends Christ.

- Travel, sightseeing and touring professional establishments:
 - Men—casual attire, unless otherwise instructed by a sponsor.
 - Women—casual attire, unless otherwise instructed by a sponsor.
- Travel to and from a church, men and women—class attire; denim skirts acceptable. (Dress for traveling to and from a church can vary at the discretion of the director, who is knowledgeable of the preferences of specific churches.)
- Representing the University in a competition event—class attire or Sunday dress, as appropriate.
- Attending a church service—same dress as for a church service in Greenville during the academic year.
- Representing the University in a church service:
 - Men—coat and tie
- All grooming regulations apply.

Social Regulations

Smaller groups for shopping or sightseeing are to contain at least three people. Small groups are to check in with the group leader every two hours, and the group leader should have a cell phone number for each group.

- Mixed groups are to consist of at least three people.

- Men and women are not to be in each other's hotel rooms without a sponsor, and students are to be in their own hotel rooms by 11 p.m. unless at a sponsor-called meeting.
- Mixed swimming is not permitted.

Entertainment

Television and movie viewing is to be in keeping with university guidelines. Because of copyright issues, commercial videos are not shown on the bus.

With the sponsor's consent, personal music devices and headphones may be used if content is in keeping with the University's music policies.

Transportation

Whenever possible, university travel should be conducted using university vehicles. Vehicle requests should be made two weeks in advance. University insurance covers employees and student representatives who are authorized through the vehicle request process as drivers or occupants of university vehicles. For additional information, see Policy Volume VI, section 6.8.2.3 on the intranet.

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Bob Jones University **Student Covenant**

Bob Jones University believes God's Word is authoritative and sufficient for Christian faith and practice. In many areas Scripture gives clear commands which believers are to obey because of their love for their Savior. In other areas where Scripture does not give specific commands, believers are to use Spirit-guided discernment to make wise choices based on biblical principles. BJU bases its student policies on scriptural commands, biblical principles and principles that enable the university community to live together harmoniously in close proximity. Each BJU student is expected to know and adhere to these policies while enrolled as a student.

By my choice to enroll as a student in Bob Jones University and having read the student handbook, I will strive to abide by all the policies in the handbook.

I commit to do the following:

- Exercise a spirit of humility, love, consideration and forgiveness while living in community with fellow students, faculty and staff; help create a campus environment conducive to spiritual growth through my attitude and actions; and encourage fellow students to keep their commitment to this covenant.
- Apply myself wholeheartedly to academic studies and maintain the highest integrity standards in representing my work as my own.
- Meet prescribed class and non-class attendance requirements.
- Make spiritual growth and local church involvement high priorities.
- Guard my Christian testimony both on and off campus, including how I regard and interact with friends of the opposite gender, exercising wholesome communication and avoiding gossip, and refraining from immorality or the use of alcohol or drugs.
- Honor the Lord in how I use discretionary time and select/participate in entertainment options that honor Jesus Christ and edify others. This includes using social media responsibly and avoiding sensuality on the Internet or in publications.
- Dress modestly, neatly and appropriately and honor BJU's dress code.
- Treat university property and that of fellow students with respect, and honor regulations designed to protect individual and facility safety and security.
- Engage in gospel ministry through outreach ministries and other means as opportunities arise.

SIGNATURE

DATE

PRINT FULL NAME

BJU ID

A copy of the Student Covenant will be emailed at the beginning of the academic year to each student to print and sign after reading the handbook. Residence hall students are to turn in signed covenants to their supervisors and day students to the Student Life & Discipleship office. All signed covenants are to be turned in by Sept. 8 (Jan. 19 for second semester students).

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