

Student Life

“Don’t let anyone look down on you because you are young, but set an example for the believers in speech, in life, in love, in faith and in purity.”

I Timothy 4:12

STUDENT LIFE

STUDENT SERVICES & INFORMATION

Automobiles and Parking Facilities. Resident students are permitted to have cars on campus, but must observe designated parking areas for staff and students. There is ample parking for students in the dormitory parking lot. The main parking lot is reserved for staff, faculty and campus visitors.

Campus Security. Heritage Bible College keeps records on campus crime statistics which are available from the office of the Dean of Students. The most recent statistics are included in the Campus Information and Facilities section of this catalog.

Career Services. Although no formal job placement program is in place at Heritage Bible College, the Pentecostal Free Will Baptist Church places many PFWB graduates in pastoral positions within the denomination. **Students are counseled by their advisors or the Dean of Students about careers in ministry.**

Counseling Services. Spiritual counseling is a vital part of the services provided at Heritage Bible College. Many faculty and staff are pastors and have counseling experience; however, there are no licensed psychologists or psychiatrists on staff. The Academic Dean provides guidance concerning academics while the Dean of Students gives guidance related to student interaction and activities. Students needing professional counseling services are referred to appropriate individuals or agencies in the community.

E-mail. Each student is issued a college email address, which is used to disseminate administrative, academic, and student life information to students. It is the responsibility of the student to check his college email daily in order not to miss the receipt of important information.

Handicapped Services. The College recognizes its responsibility under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act to provide equal access to handicapped students. Regular College procedures for applications and admission apply to handicapped students. For further information, contact the Dean of Students at 910-892-3178 or 800-297-6351.

Health Services and Insurance. There are no on-campus health services or treatment facilities. Professional medical services are available from area physicians and the local hospital; contact information is provided in the Student Handbook. A health history form giving indication of physical health is a part of the application package and must be completed and maintained in the student's file.

The college assumes no responsibility to provide health care or insurance. Students are encouraged to purchase personal health and accident insurance from the carrier of their choice. Resident students are also encouraged to purchase renter's insurance as the College assumes no liability for lost or stolen personal property.

Inclement Weather. In the event of inclement weather that prohibits the College being open for office hours and/or classes, notifications to staff, faculty and students will be by the following means:

- an email from the college to college email addresses; messages may be retrieved from the college website by clicking “Student Emails”
- an announcement posted on the college website except in the event of a power failure
- announcement on TV stations WRAL and WTVD
- announcement on all Curtis Media Group radio stations
- if possible, the college telephone answering message will include information on closings or cancellation of classes

If no announcement is made, the college is operating under normal hours with offices open for staff and faculty and classes in session for students.

Mail Service. Student mailboxes are located in the student lounge. The mailing address for students who live on campus is P. O. Box 1628, Dunn NC 28335. Outgoing mail is processed through the Business Office during the work week. Messages from staff and faculty are left in student mailboxes. Students should check their campus mailbox daily when on campus.

Meals. The College serves lunch and dinner meals Monday through Thursday when classes are in session. Students may purchase a partial or full meal plan for the semester, meal tickets for a designated number of meals, or individual meals at a cost of \$5 each. Resident students with specific dietary needs must make these known to the Dean of Students who will inform the Food Services Director so that reasonable accommodations may be made.

Student Housing. Dormitory housing for unmarried male and female students is available on campus. Rules regarding dormitory living are contained in the Student Handbook. No on-campus housing is available for married students. Information on rental housing in the Dunn area is available from local newspapers and real estate offices.

Telephone Service. A telephone for local calls only is located in the dormitory for student use. Students may install telephones in dormitory rooms at their own expense. Students are restricted from using office telephones designated for official business purposes. Personal cell phones are permitted provided they are turned off during class and in chapel services to prevent disruption to other students.

STUDENT RIGHTS, RESPONSIBILITIES AND OPPORTUNITIES

Appearance and Conduct Code. Because we represent Christ and Christianity to the world, Heritage Bible College students are required to conform to a reasonable code of conduct. All students sign a pledge recognizing the Code of Conduct and the Statement of Faith signifying their agreement to honor and abide by the specified requirements. Violation of the Code of Conduct is grounds for disciplinary action up to and including expulsion from the College and/or campus housing.

Disciplinary Action, Suspension, or Dismissal. Heritage Bible College reserves the right to discipline, suspend, or dismiss any student at any time it deems necessary to safeguard and uphold the standards of scholarship, character, and principles of the College. Dishonesty in any aspect of college work, failure to give truthful testimony to a College official, disregard for the safety and rights of others, and any behavior which reflects discredit upon the individual or the College are very serious offenses which may lead to dismissal. In all disciplinary cases, students are provided with due process, which includes the right to have a hearing and to appeal judgments to higher levels of authority. Discipline policies are given in the Student Handbook.

Upon dismissal of any student, the Dean of Students notifies the faculty, the Business Office, the Library, the Financial Aid office and the Registrar's office. The Registrar and/or the Financial Aid Director notify any other appropriate organizations outside the College

Drugs, Alcohol, Pornography, Illicit Sex, Foul and Profane Language Policy. Because of the seriousness of addiction to drugs and alcohol, the Heritage Bible College policy regarding the use and/or abuse of these substances is included here in its entirety. Students should be aware that violation of this policy jeopardizes not only their personal health and well-being, but their college career and their personal and professional future.

Policy

Heritage Bible College has a zero tolerance for the use and/or practice by staff, faculty or students related to activity in any of the areas mentioned in the above heading. We discourage the practice of smoking and other use of tobacco and respectfully request that no one do so on campus. Anyone in violation of either restriction will be subject to disciplinary action by a Disciplinary Committee and/or the Dean of Students.

The full policy regarding this issue is contained in the Student Handbook. The College reserves the right to discipline and dismiss any student for unsatisfactory conduct as defined by the Student Handbook.

Organizations. The Student Government Association (SGA) consists of elected officers, student members, and representatives of student classifications. The SGA seeks to develop the spiritual, physical, and social life of the students, to inspire loyalty to the College and to the principles for which it stands, and to promote an efficient and harmonious school life. The SGA promotes student fellowship through special activities and seeks to involve students in ministry projects.

Privacy of Educational Records. The Family Federal Rights and Privacy Educational Act (FERPA) of 1974 governs the Heritage Bible College policy regarding access to student educational records. Students have the right to inspect and review information contained in their educational records. A student wishing to review his or her records must make a written request to the Student Services Office listing the item or items of interest. These records will be made available within five working days of the request.

No information from a student's records, in a personally identifiable form, will be conveyed to anyone other than HBC officials or faculty without first obtaining written permission from the student. Record release forms are available in the Student Services Office.

Sexual Harassment Policy. Heritage Bible College will not tolerate sexual harassment of any student or employee. If any student or employee believes that he or she is the object of sexual harassment, the student/employee should *immediately* report the incident directly to the person identified in the College protocol policy as defined in the Student Handbook. All incidents of alleged sexual harassment will be thoroughly and promptly investigated in accordance with the Heritage Bible College policy as stated in the Policies and Procedures Manual.

Student Dismissal. Students may be dismissed from the college for serious violations of the college code of conduct or infractions of other rules and regulations. The established disciplinary process will be observed and the decision for dismissal approved by the President. There is no appeal for dismissal.

Student Handbook. Students at Heritage enjoy a friendly, family atmosphere on campus. A deliberate effort is made to keep rules and regulations to a minimum, but certain requirements are necessary for the good of all concerned. These basic rules for life at Heritage, as well as policies relating to student records, crime prevention and a safety plan, are printed in the Student Handbook, which is distributed to new students during the registration and orientation process.

All students are provided with copies of the Student Handbook and must sign a statement that they understand and will abide by the rules, regulations, policies, and procedures of the College as stated in the Handbook. Failure to honor this commitment will result in disciplinary action up to and including expulsion from the College and/or campus housing.

Student Right to Know. According to Public Law 101-542, students have the right to know certain information about the College where they are enrolled or considering enrollment. Specifically, current and prospective students have the right to information regarding persistence and graduation rates of students enrolled at the college. Information about persistence and graduation rates is maintained by the

Office of the Registrar and is included in appropriate College publications and/or is available upon request from the Registrar.

In addition, PL 101-542 stipulates that students have the right to know information about campus crime statistics regarding certain violations of law. Information on campus security and crime statistics is maintained by the Student Services Department and is published in the academic catalog. Statistics are reported to the Department of Education on an annual basis.

Student Suspension. Students may be suspended from attending class or living in campus housing as a result of violations of the college code of conduct or infractions of other rules and regulations. Infractions will be dealt with by the Dorm Supervisor, if a resident student, and/or the Dean of Students, and may include the Disciplinary Committee, if appropriate. Suspensions may be appealed to the President whose decision is final.

The length of the suspension and conditions for readmission will be provided to the student in writing by the Dean of Students. Classes missed due to suspension are counted as absences. Suspended students must complete an absence form for each instructor upon return to class.

SPIRITUAL LIFE

Chapel Attendance

Chapel services are held at 11 a.m. each Tuesday during the semester. Students on campus at chapel time are required to attend chapel service each week. Chapel is intended as a time of spiritual worship and refreshing as well as a time of fellowship and sharing among faculty, staff and students. Failure to attend chapel will adversely affect the student's spiritual growth and his/her eligibility for scholarships. The chapel is open from 11:00 a.m. until noon on Wednesdays for reflection and prayer.

Chapel programs are planned with students in mind and student participation is encouraged. Students who wish to participate in chapel services through testimony, music, and message or by recommending speakers or planning chapel services should express their interest to the Student Services office. Students in a leadership role in a chapel service are expected to dress appropriately for a church service.

Church Attendance. In keeping with the College's basic devotion to Christ and His Church, it is expected that students and other members of the College family regularly attend services at the church of their choice and take advantage of opportunities to be active in ministry.

Conferences. Each academic year is highlighted by the Arby Carter Memorial Lectures held in February and co-sponsored by the College and the Pentecostal Free Will Baptist Church, Inc. Excellent Bible teachers are invited to the campus for these

conferences. The lectures are a part of the semester's program requirement. Students who live on campus or who are on campus for class are required to attend the lectures. Other seminars are held occasionally to enrich the overall educational program of the College.

Spiritual Life. Heritage students have the opportunity not only to train their minds and perfect their skills, but also to nurture their spiritual life in order to become competent and dedicated servants of God. Dormitory devotions provide opportunities to deepen relationships with dorm-mates and with God. An active prayer life is emphasized. Weekly chapel services and interaction with fellow students, staff, and faculty provide spiritual fellowship and nurture.

Above all, Heritage utilizes the Bible as its primary textbook, continually reminding students that they are preparing themselves for devoted Christian service.

Student Ministry. Opportunities for student ministry enable students to gain valuable experience as Christian servants. The primary focus of all Christian service is to bring glory to God through meeting human needs in his name. Student ministry opportunities allow students to develop ministry skills through practical and personal ministry to individuals or groups. The College encourages students to be actively involved in ministry in their own churches and the community to enhance their academic and vocational experience. The Student Services Department provides information about ministry opportunities to students as they become available. Participation in the various aspects of HBC Expressions activities allows opportunity for ministry in churches and other venues. Active involvement in ministry both within and without the College is a factor considered in making scholarship awards.

RECREATION

Recreation. Students have access to a variety of recreational opportunities in the Dunn area. The student center on campus offers basketball and a variety of table games. Health clubs, a bowling alley, and golf courses are located nearby.

Other recreational and entertainment opportunities in the area include the William C. Lee 82nd Airborne Museum, the annual Cotton Festival and other events and festivals within a 20-mile radius.

Social Life. Students have access to social activities and functions sponsored by the SGA or the College, the community and nearby churches.

The Student Handbook lists the wide variety of recreational opportunities available in the local area. The handbook is available on the college website (www.heritage-biblecollege.edu).

