

STUDENT LIFE AND SERVICES

BOOKSTORE

Trade books, school and office supplies, music CD's, computer software and supplies, greeting cards, health & beauty products, and emblematic clothing and souvenirs are available through the bookstore. Postage stamps and metering is available in the bookstore. MasterCard, VISA, Discover, personal checks and Falcon Dollars are accepted for purchases.

The Annex

All course textbooks are sold in the Annex. MasterCard, VISA, Discover, checks and Falcon Dollars are accepted for purchases.

CABLE TV

The College's cable television system provides the local and major networks, PBS, and various other sports, entertainment, and educational channels. This service is provided in all student residences. Student requests for additional channels may be submitted to the Student Government Association. Requests must be approved by the Director of Larsen Union and Campus Activities and the Cocurricular Education Council.

COPY SERVICES

There are several self-service copiers located on campus for student copying. There are three located in the library copy room that will accept change or Falcon Dollars. One copier located on the second floor of Larsen Student Union in the lobby area accepts Falcon Dollars.

DINING SERVICES

All students who live in traditional residence halls are required to purchase a meal plan which entitles them to eat in the "all-you-care-to-eat" venue of Lottie Nelson Dining Room. Campus apartment residents can choose a traditional meal plan and also have the option to choose an A la Carte plan, which entitles them to a debit food balance. Students may use their Flex or A la Carte Dollars in any of the dining locations and vending machines on campus. Unlike Falcon Dollars, which can be used almost anywhere on campus, Flex Dollars or A la Carte Dollars can only be used for dining-related purchases.

Students seeking an exception to the mandatory meal plan policy may complete a meal plan agreement change/exemption form and submit it to the Dining Services Office for review. Exceptions may be granted on the basis of medically documented dietary requirements which cannot be accommodated by Dining Services, or academic requirements such as practica or internships, which take the student off campus for 3 or more entire business days/week.

A valid Messiah photo ID card is required for students to be admitted to the dining room. ID cards must be handed to the cashier upon each entrance to the Lottie Nelson Dining Room. You may enter the dining room only once during any given meal period unless you have a Without Limits Ultra plan. If you are going to leave briefly, you must turn in your ID card to the cashier, who will return it when you re-enter.

Shoes and shirts must be worn in the dining room. No food may be taken from the dining room. Our no-limits policy provides students with all they care to eat while in the dining room. This policy does not entitle you to take food from the dining room, including fruits, desserts, etc., that are not being eaten.

The dining room entrance closes daily at 7:30 p.m. The food court closes ten (10) minutes after the dining room entrance closes. If necessary, an extra portion of food will be served to guests the first time through the food court when time does not permit them to come back for seconds.

Unauthorized entrance into the dining room will be treated as theft. Food throwing will not be tolerated. Violations will be referred to the Associate Dean of Students.

ID cards are nontransferable. Use of someone else's ID card will be considered theft. Use of guest meals requires the card holder to perform the transaction and be in the dining room.

MEAL PLANS

Traditional Meal Plans:				A la Carte Plans for Apartment and Commuter Students:		
	Plan Cost	Flex Dollars	Guest Meals		Spendable Dollars	Plan Cost
Without Limits–Ultra	\$1,750/semester	\$100	10	Gold Plan	\$890	\$870
175 Meals per Semester	\$1,695/semester	\$200	0	Silver Plan	\$640	\$630
125 Meals per Semester	\$1,380/semester	\$250	0	Bronze Plan	\$405	\$400
75 Meals per Semester	\$1,380/semester	\$550	0	No Plan—Commuter Student or Living in Campus Apartments Only		
Philly Meal Plan	Philadelphia students register for meal plans at the Philadelphia campus upon arrival to campus.					
(Philadelphia Campus only indicates Philly Campus residency in Fall 2007)						

“Flex Dollars and A la Carte Dollars”—These dollars are added to each debit account for use in any dining facility. Balances do not carry over at the end of the semester.

Questions about meal plan type should be addressed to Dining Services at (717) 691-6008 or www.messiah.edu/dining. Questions about what meal plan students are assigned to should be addressed to Falcon Services at (717) 766-2511, ext. 6052.

FALCON EXPRESS

The Falcon Express snack shop in the Campus Center specializes in short-order foods and offers combination specials for breakfast and lunch. Cash, “A la Carte Plan Flex Dollars,” “Falcon Dollars,” and “Meal Plan Flex Dollars” are accepted. Falcon Express hours are Monday–Friday, 7 a.m.–3:30 p.m.

UNION CAFÉ

Union Café provides specialty coffee, desserts, smoothies, wraps, grilled gourmet burgers with fries, pizza, salads, and sandwiches to go. Cash, "A la Carte Plan Flex Dollars," "Meal Plan Flex Dollars," and "Falcon Dollars" are accepted. The Union Café hours are:

Monday–Thursday: 10 a.m.–Midnight

Saturday: 1:00p.m. – 1 a.m.

Friday: 10 a.m.–1 a.m.

Sunday: 1 p.m.–Midnight

C-STORE

The C-Store offers a myriad of "grab-n-go" items similar to those available at local convenience stores, plus fresh produce, bread, eggs, and milk. "A la Carte Plan Flex Dollars," "Meal Plan Flex Dollars," and "Falcon Dollars" are accepted in the C-Store. Hours are Sunday–Saturday, 2 p.m.–Midnight.

For additional dining information, visit the Dining Services website at www.messiah.edu/dining.

ENGLE HEALTH CENTER

COUNSELING SERVICES

The Counseling Office provides a variety of activities designed to help students grow as individuals and assist them in dealing with the inevitable challenges of their college years. Types of services include individual therapy utilizing a brief solution-focused model, nutritional counseling, and premarital counseling. Confidentiality is assured in the counseling process. For full-time students, there is no charge for the services available.

A variety of support groups and workshops are offered throughout the year as the need arises. These typically include groups for survivors of sexual abuse and for students with eating disorders.

The counselors are specially trained to help people learn to function well within a community, and they are equipped to handle most problems that arise. Students who need assistance should stop by or call Counseling Services for an appointment. Students will be able to work with one of the Center's professional counselors. When necessary, assistance is provided in finding a counselor off campus. The Center attempts to accommodate requests for a male or female counselor.

HEALTH SERVICES

Health service is available to all currently enrolled students who have completed the required health information questionnaire and physician's examination.

The Engle Center has 24-hour nursing coverage when classes are in session. Cooperating physicians and nurse practitioners visit the campus five days a week.

Health Services personnel can refer students to other physicians and area hospitals. Students are financially responsible for services performed off campus.

Arrangements can be made to continue allergy injections while the student is on campus.

Prior to enrollment, students are required to complete a Health History Form and have had (1) two measles–mumps–rubella immunizations after their first birthday, (2) diphtheria–tetanus immunizations within recommended guidelines, (3) Meningitis vaccine or sign a declination waiver, and (4) a Mantoux tuberculosis test within one year of entering the College. Students who do not complete the required Health History and immunization record may be denied access to Health Services and will have a hold put on their registration for subsequent semesters.

The physicians and nurses at the Engle Center are interested in encouraging optimum health practices to prevent illness and injury. A significant part of their work with students involves helping students stay healthy and fit and develop lifelong patterns of self-care.

The Health Education nurse is responsible for providing students with accurate, current information regarding health and wellness issues. The nurse is available to give talks and presentations to individuals, residence hall floors, and other small groups on a wide range of topics, including coping with stress, proper approaches to dieting and exercise, physical self examination (breast, testicular), etc.

Students are responsible to notify professors prior to class absence due to illness. A "Visit Verification" slip is only available to students who have been seen at Health Services. Health Services will notify professors of prolonged absences such as hospitalization. Faculty members make the final determination on whether or not to accept the student's request for an excused absence from class.

MEDICAL EMERGENCIES

In a medical emergency, students should observe the following procedures: If it is a life-threatening emergency, dial 9-911 immediately. Have someone notify Dispatch at ext. 6005 so that the Department of Public Safety can escort the ambulance to the student's location. In other instances, call Health Services at 691-6035 or go to Health Services in person, Monday–Friday, 8 a.m.–5 p.m, or Monday and Thursday evenings, 5-8 p.m.

At all other times, the on-call nurse cell phone number is (717) 649-3153. If unable to reach the nurse on call, contact Dispatch at ext. 6005.

MENTAL HEALTH

There are a number of support services available to students who are dealing with mental health issues. On very rare occasions, a student may be required to leave the College for a period of time when he or she is dealing with psychiatric difficulties. Students may be subject to involuntary withdrawal from the College if it is determined by reasonable evidence that they are suffering from a mental disorder and, as a result of that disorder, they engage or threaten to engage in behavior which may cause physical harm to self or others, significant property damage, impedes (directly or

substantially) the lawful activities of others, or impedes self or other's ability to succeed as a student. The Director of Counseling and Health Services or a designated representative shall review the situation and make a recommendation to the Vice Provost/Dean of Students. In the event of an involuntary withdrawal, all fees shall be refunded on a prorated basis from the date of withdrawal. A student required to leave the College for mental health reasons receives Medical Leave status. The student who has withdrawn will be permitted to return to the College when the issue which led to the withdrawal has been addressed and a support plan has been approved by the Director of Counseling and Health Services. The complete policy for Required Medical Leave under Extreme Circumstances may be viewed online at http://www.messiah.edu/offices/student_affairs/student_handbook/resources/0506/mandated.pdf. The general Medical Leave policy is located in the Academic Life section of this handbook.

INFORMATION TECHNOLOGY SERVICES

The Department of Information Technology Services provides extensive support in a variety of computing facilities. Students have access to over 350 computers located in 18 general purpose computer labs as well as a number of department labs. Lab computers run in a Windows environment, with the exception of two labs which offer a Macintosh environment. The Macintosh labs are used primarily for graphic arts and video editing. All labs have a large selection of pre-installed software and are connected to the campus network. Five of the labs are located in residence halls for student convenience. In addition, all student rooms and major campus buildings are set up for wired and wireless access to the campus network. The Student Computing Services team provides support for students, such as helping to get personal computers connected to the network.

INTERCOLLEGIATE ATHLETICS & RECREATIONAL SPORTS

INTERCOLLEGIATE ATHLETICS

Intercollegiate sports participation is an opportunity for developing one's physical potential, practicing teamwork, and developing supportive relationships. Messiah is a member of the National Collegiate Athletic Association, Division III and fields 20 intercollegiate varsity sports that compete within the Middle Atlantic Conference and Commonwealth Conference. Our tagline – Pursuing Athletic Excellence and Developing Christian Character -- expresses our twin goals for those who represent Messiah in intercollegiate competition.

Men's Sports

Baseball
Basketball

Women's Sports

Basketball
Cross Country

Cross Country
Golf
Indoor Track and Field
Lacrosse
Outdoor Track and Field
Soccer
Tennis
Wrestling

Field Hockey
Indoor Track and Field
Lacrosse
Outdoor Track and Field
Soccer
Softball
Tennis
Volleyball

RECREATIONAL SPORTS

Messiah provides opportunities for many outdoor activities, including hiking, canoeing, fishing, and bird watching. The Sollenberger Sports Center hosts an indoor pool, racquetball and basketball courts, and track.

Recreational Sports leagues and tournaments are opportunities for competition, physical fitness, and fun. Leagues include soccer, flag football, volleyball, broomball, basketball, ultimate Frisbee, and softball.

MULTICULTURAL PROGRAMS

The Office of Multicultural Programs provides both curricular and cocurricular support to students from underrepresented North American racial/ethnic groups, International students, and third culture/missionary kids. While the program was designed to meet the needs of students of color, the departmental objectives are to facilitate opportunities for all students in areas related to cultural awareness and racial reconciliation. Programs include:

Gospel Fest is an annual event showcasing gospel choirs from the region, including the Messiah College United Voices of Praise.

Cultural Explosion is an annual fashion and talent show designed to educate the Messiah College community about cultures, traditions, and customs of diverse peoples.

International Student Orientation is an intensive educational and spiritual acculturation experience for international students. Orientation generally includes activities related to educational advising, housing, and working requirements.

National Christian Multicultural Student Leadership Conference is an annual national conference aimed at bringing together Christian college students interested in multicultural awareness and healing racism. The conference was founded at Messiah College.

Rafiki House is a residential experience designed to maintain community for Messiah College international students.

Reconciliation And Conversation for Everyone (R.A.C.E.) are student-led discussion groups in "safe space" that invites students to engage in dialogue on the difficult issues of race/racism, ethnicity/ethnocentrism, culture, globalization and other topics that impact the Messiah College community, the Body of Christ, and the broader society.

S.T.R.I.D.E (Students Taking Responsibility in Development and Education) is a mentoring program for first-year students of color designed to help them become acclimated to the rigors associated with the college experience.

POST OFFICE

Mailboxes are assigned to students in the Eisenhower Campus Center. Students usually share a mailbox with one other student. Each student is issued a key, for which there is a \$25 fine for loss or failure to return. Received packages are put into lockers and the key for the locker is put into the mailbox. The address format for students is:

Student's Name
Messiah College
Student's Box Number
One College Avenue
Grantham, PA 17027

*All incoming mail, including packages, **must have the name and box number.***

STUDENT ACCOUNTS AND FINANCIAL SERVICES

CHECK CASHING

Personal checks may be cashed by students presenting a valid student ID at the Business Office counter between 8:30 a.m. and 4:00 p.m., Monday through Friday. Checks exceeding \$100 will not be cashed. Second-party checks will be processed if endorsed to the student presenting the check. A fee will be assessed for any returned check.

FALCON CARD SERVICES

The Falcon Card Services Office is the one-card-system office. Questions regarding IDs, the All-Campus Debit Program, can be addressed here.

FALCON DOLLARS

The "Falcon Dollars" plan is a declining balance program that works like a debit card. Money deposited into a "Falcon Dollars" account may be used to make cash-free purchases at various campus locations. All purchases are transacted by a card reader. At the time of purchase, the account balance will be displayed as the transaction is completed. A computer record of the balance in "Falcon Dollars" accounts is maintained by the Falcon Card Services Office. Deposits to an account may be made throughout the semester at the Falcon Card Services Office, Business Office counter, or VTS machines located on campus. Cash withdrawals may be made at the business office counter only during the last two weeks of the semester.

FALCON ID CARD

The Falcon Card is your official means of identification while at Messiah College. It is used for identification purposes and for access to numerous facilities and services on campus. All ID cards are issued by the Falcon Card Services Office. All ID cards are the property of Messiah College. No one is allowed to borrow or use another student's ID

card for any purpose. Lost cards should be reported to the Card Services Office during the business hours of 8:00 a.m. to 4:00 p.m. weekdays. If the Card Services Office is closed, a temporary card may be obtained at the Dispatch Office. Lost ID cards may be replaced at a cost of \$15.00. Temporary cards must be returned to Card Services or Dispatch Office within 72 hours or a charge of \$15.00 will be assessed to the student's tuition account and a replacement card will then be issued. Lost temporary cards are also charged a replacement fee of \$15.00. Damaged cards may be replaced at a cost of \$5.00. All fees are non-refundable.

FEES, FINES, AND OTHER CHARGES

Several fees are associated with particular services and programs, including but not limited to course audits, private music lessons, drop/add, transcripts, and science labs and specific nursing courses. Current fees are posted on the College website. A student's account may also include charges for Health Center Services, vehicle registration, and various fines associated with the loss or damage of College property, etc.

FINANCIAL AID

Financial aid is available from federal, state, and private sources. The administration of financial aid programs and on-campus employment is coordinated by the Office of Financial Aid. The priority deadline for applying for most financial aid programs is April 1 of each year.

PAYMENT POLICIES

There are two basic plans for making financial payments to the College for fall and spring semesters. The Semester Plan requires payment of the entire balance due for the semester approximately two weeks before the first day of classes. The Monthly Plan, as administered by a third-party company, requires ten (10) equal monthly payments for the estimated annual amount due with payments starting June 20 and ending March 20.

In both cases any approved but uncredited financial aid (e.g., student loans, private scholarships and grants, parent loans, etc.) may be taken into account in computing the payment amount, provided that the relevant information is clearly communicated to the Business Office.

Full payment is required in advance for summer sessions, correspondence courses, and independent study. Credit card payments are not accepted for payment of tuition or fees. Students or parents who still wish to use a credit card for payment of tuition should contact Tuition Management Services (TMS), Inc. at 1-800-722-4867 or at www.afford.com.

REFUND POLICY

Tuition and Fee Refund Policy/Return of Title IV Funds

Refunds for students who withdraw, voluntarily or otherwise, are determined according to the following policy:

1. The portion of tuition and residence fees to be refunded to withdrawing students will be as follows:

Week 1	100%
Week 2	75%
Week 3	60%
Week 4	50%
Week 5	25%

2. For refund calculation purposes, spring semester begins the first day of J-term. Students who withdraw during J-term are considered part-time students for the purpose of calculating refunds. As such, no J-term refunds are issued after the 2nd day of J-term classes.

3 Students who withdraw after the completion of the fifth week of classes will not receive a refund of tuition or fees.

4. Student government, student services, and lab fees will not be refunded *after* the first week.

5. Dining Services fee refunds are pro-rated up through the fifth week of the semester.

6. Students who withdraw after the J-Term, but before the spring term add date, will be treated as part-time students for refund purposes. As such, no J-term refunds are issued after the 2nd day of J-term classes.

7. Refunds and adjusted bills will be sent to the student's home address following withdrawal.

8. There are no refunds for incomplete independent study or correspondence courses.

9. There are no refunds for enrolled students vacating a room after the start of the semester.

10. Spring semester room and standard board charges will be adjusted only for students enrolled in credit-earning, academic, off-campus cross-cultural activities (for which Messiah has charged a fee) during J-term.

11. In accordance with federal regulations, when federal financial aid refunds are involved, the amounts are allocated in the following order: Unsubsidized Federal Direct Loans, Subsidized Federal Direct Loans, Federal Perkins Loans, Federal Direct PLUS Loans, Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, and other Title IV aid programs.

12. The term "Title IV Funds" refers to the federal financial aid programs authorized under the Higher Education Act of 1965 (as amended) and includes the following programs: Unsubsidized FFEL Loans, Subsidized FFEL Loans, Unsubsidized Federal Direct Stafford Loans, Subsidized Federal Direct Stafford Loans, Federal Perkins Loans, FFEL PLUS Loans, Federal Direct PLUS Loans, Federal Pell Grants, and Federal SEOG.

13. Institutional and student responsibilities in regard to the return of Title IV funds:

• **Messiah College's Responsibilities:**

- Providing each student the information given in the policy.
- Identifying students who are affected by the policy and completing the Return of Title IV Funds calculation for those students.

- Returning any Title IV Funds that are due the Title IV programs.
 - **Student's Responsibility:**
 - Returning to the Title IV programs any funds that were disbursed directly to the student and that the student was determined to be ineligible for via the Return of Title IV Funds calculation.
14. Other financial aid will be refunded based on the calculated per-diem refund percentage unless the conditions of the aid awarded specify otherwise.
15. **Medical Leave Refunds:**
- Refunds for tuition, room, and board will be calculated based upon the date of the medical leave paperwork. All other fees are not refundable.
 - Fall semester refunds for medical withdrawals are calculated in accordance with the schedule included in the official institutional refund policy.
 - Spring semester segments will be treated separately:
 - Students who withdraw after January term, but before the first day of spring term will be treated as part-time students for refund purposes.
 - Students who are granted medical leave during spring term will receive refunds based upon the schedule included in the official institutional refund policy, with the first week beginning on the first day of spring term.

The fees, procedures, and policies listed above supersede those published previously and are subject to change at any time.

STUDENT EMPLOYMENT

Campus employment opportunities for students are available through the Financial Aid Office. Off-campus full-time, part-time, and summer jobs are posted in the display case outside the Career Center

STUDENT PROGRAMS

The Office of Student Programs is committed to challenging students to explore and develop their leadership potential, to learn through experiences and to shape campus culture in order to fulfill the educational mission of Messiah College.

NEW STUDENT PROGRAMS

Welcome Week

This week is designed to assist new students as they start their college career at Messiah College. This program includes workshops, seminars, concerts, lectures and Into the Streets, a half-day service project.

Winter Orientation

This orientation occurs prior to January term and is intentional in its efforts to welcome students to the College and provide them with the necessary tools in order for them to be successful.

Peer Groups

Every new student is provided a Peer Group that in most cases is their First Year Seminar class. Peer Groups are led by Peer Leaders and are designed to model successful academic practices and behaviors for new students, provide mutual support for new students in their transition to Messiah College, inform students about the traditions and history of Messiah College, model holistic student-centered learning practices, foster student-student and student-faculty relationships, and support the integration of students into the Messiah College community and the surrounding area.

SERVICES

Student Shopping Shuttle

In order to meet the needs of students, the Student Programs Office coordinates a regular free van shuttle to stores in the greater Mechanicsburg area.

FAMILY CONNECTIONS

Family Weekend

Each fall, Messiah College welcomes family members to share the college experience with students for a weekend.

Little Sibs Weekend

Students invite younger brothers, sisters, or friends to Messiah during this special spring weekend for fun activities.

LEADERSHIP AND DISCIPLESHIP PROGRAMS

Student government Association (SGA)

The Student Government Association represents student concerns to the College Administration. Specifically, SGA coordinates student representation to College committees, allocates the student activities fee to clubs and organizations and charters student clubs and organizations. Organized through the Student Forum, Committees and Councils, SGA works hard to represent the needs and concerns of all students.

Adventure Programs

Events include caving, rock climbing and paddling, low ropes, and spring and fall break trips as well as group team building. Staff and student leaders focus on proper technical and group facilitation skills. Understanding the significance of group process, God's creation, and the challenge at hand are all integral elements of the program. These experiences also provide an opportunity to take students out of their comfort zone and to more holistically pursue the issues of leadership, identity, and spirituality.

Loft Facilitators

Each year, students are selected to serve as Issachar's Loft Facilitators. These students serve as facilitators in experiential education settings including adventure programming for existing groups and teams. This group of students is trained and mentored by the Director of Issachar's Loft.

Peer Leaders

These students are selected based on their prior leadership experiences, academic record, and ability to serve as a mentor to first-year students. Typically, peer leader are juniors. Peer leaders work closely with First-Year Seminar instructors to provide support for new students in their transition to college.

Wilderness Team

Wilderness Team is a leadership development program focusing on training students in both the hard and soft skills of facilitating adventure-based experiences. The Wilderness Team is committed to journey alongside their peers through both the inner and outer wilderness.

Mentoring and Leadership Development Opportunities

Staff members assist students in assuming leadership positions on campus and offer encouragement as they serve and lead. Worship and seminars are held each semester and are led by staff and trained student leaders.

STUDENT ORGANIZATIONS

Messiah College recognizes that students have many interests and abilities. Messiah seeks to facilitate programs and activities which foster personal and social growth and enhance vocational commitments. College programs seek to contribute to community life and support the College's learning environment. Recognized student organizations are:

Acclamation Dance Ministry
African Student Union
Alliance of Confessing Theologies
American Choral Directors Association (ACDA)
Art League
Asian Student Fellowship
Athletic Training Student Association
Caribbean Student Association
Clarion (Yearbook)
Earthkeepers
EYAS (formerly Class Councils)
Flying Club
French Club
German Club
God's Kingdom Steppers
History Club
Human Rights Awareness Coalition
I'm Worth Waiting For
International Student Association (ISA/MK)
Investment Club
Kouenkai
La Aliansa Latina (LAL)
Line Dancing Club
Martial Arts Club
Math Problem Solving Group
MC Council on Family Relations(MCCFR)
MC Democrats
MC Republicans
Medical Awareness Club
Men's Soccer Club
Men's Volleyball Club

Messiah College Education Assoc. (MCEA)
Multicultural Council
Music Educators National Conference (MENC)
Newman Club
Nurses Christian Fellowship
Nurses Student Association
Outdoors Club
Outreach Teams
Peace Fellowship
Phi Alpha NHS: Lambda Psi Chapter
Philosophy Club
Powerhouse Band
Psychology Club
Seek His Face Ministries
Service Trips
Sigma Zeta (Math & Science Honor Society)
Ski Club
Social Work Club (Phi Alpha National Honor Society)
Society of Women Engineers (SWE)
Student Activities Board (SAB)
Student Government Association (SGA)
Student Nutrition Awareness Coalition (SNAC)
Students in Free Enterprise (SIFE)
Swing Club
Swinging Bridge (Student Newspaper)
Theology Club
Ultimate Frisbee Organization (UFO)
Whites Confronting Racism
Women's Soccer Club
World Christian Fellowship (WCF)
WVMM (Radio Station)_