



## Ohio Christian University Community Lifestyle Standards

The Ohio Christian University Community Lifestyle Standards may be revised by action of the Ohio Christian University Board of Trustees or the President's Administrative Council. Changes or revisions become effective immediately upon general notification to the Student Body by the method selected by the Vice President for Student Development. All changes are subject to approval by the Board of Trustees

*Revised  
July, 2011*

## Table of Contents

Chapter 1	University Objectives	pg. 2
Chapter 2	Spiritual Life	pg. 4
Chapter 3	Social Life	pg. 9
Chapter 4	Residence Hall Life	pg. 10
Chapter 5	Married Student Life	pg. 18
Chapter 6	Standard of Dress	pg. 19
Chapter 7	General Information	pg. 22
Chapter 8	Accountability	pg. 30
Chapter 9	Student Associations	pg. 37
Chapter 10	Athletics	pg. 39
Chapter 11	Vehicle Regulations	pg. 40

## University Objectives

### Chapter 1

#### Mission Statement

Ohio Christian University prepares students to serve effectively in the church and society by providing holistic, Christ-centered, biblically integrated education in the Wesleyan tradition

#### General University Objectives

Upon graduation from Ohio Christian University the student should:

1. Exhibit a commitment to holy living under girded by an understanding of Wesleyan holiness theology
2. Possess career goals in accord with one's calling in life with special attention given to ordained and lay ministries
3. Demonstrate a commitment to ministering to the spiritual, physical and social needs of others
4. Affirm the Bible as the only infallible guide for Christian faith and practice
5. Embrace a Christian worldview predicated on a working knowledge of contrasting philosophical and religious views
6. Exhibit college level competency in core general education subjects requisite for life-long learning

#### University Lifestyle Statements

Ohio Christian University believes that our total life is to bring praise and honor to our Lord Jesus Christ. These statements are the general guide for lifestyle concerns for the entire University Community:

1. We believe that the Word of God is the inerrant revelation for Christian faith and personal behavior and the Lordship of Christ in the life of the believer is the guiding principle for the University Community.
2. To "love the Lord with all your heart and your neighbor as yourself" (Luke 10:27), is

both a demanding and privileged responsibility. This unselfish, Christ-like love can be the motivation for lifestyle and certainly is the evidence of holiness and sometimes requires setting aside certain personal rights for the good of the community. Respect for authority is a natural result of this commitment.

3. The ideals of holy living require that members of the community practice discretion and restraint in the choice of entertainment, use of leisure time, and associations with others, socially and in organizations. (I Cor. 10:31) In response to Divine truth, certain practices are forbidden by Scripture and others require restraint and control to avoid offense and harm to the Body.
4. Attitudes such as greed, jealousy, pride, lust, bitterness, covetousness, hostility, an unforgiving spirit, and prejudice are condemned by scripture. Therefore the university community seeks to eliminate these attitudes as evidenced in speech and action and to see them replaced by godly attitudes appropriate to the mature Christian (Philippians 2: 5-7).
5. Ohio Christian University has chosen to adopt certain practices that contribute to an environment appropriate to its mission and goals. We are advised to occupy ourselves with virtuous pursuits. Right thinking about the noble things in life lead to godliness in thought, speech, and action (Philippians 4:8).

## Spiritual Life

### Chapter 2

Spiritual life is a priority at Ohio Christian University. We believe that private and public worship are necessary for full spiritual development and are a vital element in your Bible College education.

#### Objectives

As a result of participating in Ohio Christian University Spiritual Formation a student, faculty, or staff member should:

Know:

1. There are a variety of ways that God can be experienced and worshiped.
2. The reality of God's presence in our lives.
3. The fact of sins forgiven and the Holy Spirit's heart cleansing power in personal relationship with Christ.
4. That spiritual formation is a life-long process.

Understand:

1. It is not necessary to choose between faith and reason.
2. There is the necessity to integrate faith with everyday life in a Christian Worldview.
3. The college is a community of believers who are responsible to each other for spiritual growth and development.

Be Empowered:

1. To utilize methods modeled in Chapel and in Small Groups in one's personal ministry.
2. To engage in meaningful field ministry and other ministry opportunities.
3. To be a better Christian, student, and citizen.

#### University Chapel

Chapels are held regularly on Tuesday and Thursday with some special chapel events held through the week on occasion.

College chapel is the time for the entire college community to meet together in a structured time of worship. This time is the integration point of spiritual, academic and community life.

## Spiritual Formation Credits

All residential students are required to achieve required spiritual formation credits regardless of academic hours for the fall and spring semester. Commuter students enrolled for twelve or more hours in the fall and spring semesters are required to earn Spiritual Formation Credits. Commuting students that do not attend class everyday are required to earn credits based on their days of attendance and their class schedule. If a commuter student does not fall into the 35 credits required category, they must complete a Chapel Exemption Form with the Spiritual Formation Department. Commuters will be required to earn credits based on the days they have class directly before or after chapel. This form must be submitted within ten days of the beginning of the semester and is not official until written approval is returned to the student. A Chapel Exemption Form may be submitted as soon as the student's schedule is set for the semester. Post-Secondary students are not required to earn credits.

Failure to obtain the required credits will result in monetary fines and/or other disciplines.

Students will be notified of their spiritual formation credits through the students' ANGEL platform. Students have five business days from date of absence to appeal the accuracy of Chapel Attendance Records. A cumulative account of credit will be posted at the end of each semester as well as any fines incurred due to failure to meet required credits. There will be no other contact regarding spiritual formation credit status. Students who wish to appeal the accuracy of Corporate Worship credits may do so by filling out an Accuracy Petition with the Spiritual Formation Department.

## Spiritual Formation Credit Requirements

Required for all students per semester: 28

Required for students who can only attend Corporate Worship once a week: 14 credits

1. These students will be placed on probation for receiving between 8 and 9 credits
2. These students will be dismissed for receiving less than 8 credits

Required for commuters who do not have class before or after Tuesday or Thursday: 10 credits

1. These students will be placed on probation for receiving between 6 and 7 credits
2. These students will be dismissed for receiving less than 6 credits

All categories noted below are open for students to choose how they want to earn their credits.

Spiritual Formation Categories/ Experiences:

1. Corporate Worship includes morning chapels, selected evening chapels, selected Global Cafe events, spiritually formative programs (1 credit per service)

2. Small Groups sponsored by Student Development (Must have 80% attendance to receive 8 credits based on 12 scheduled meetings). For leading a Small Group, the leader will receive 2 additional credits
3. Service sponsored by organized campus ministries and approved in advance by Spiritual Formation Committee (Maximum of 3 can be earned)
4. Mission **trips** sponsored by recognized mission organizations and approved in advance by Spiritual Formation Committee. (Maximum of five credits can be earned)
5. Students who serve as a Peer Mentor will receive 2 additional credits

Any student that does not meet the credit requirement will be subject to all of the following applicable restrictions:

1. Any student that fails to meet the requirement of 28 Spiritual Formation Credits will be fined \$15 for each credit below 28. Example – 18 of 28 credits earned results in \$150 fine.
2. Earning 14-19 Spiritual Formation Credits during a semester results in Spiritual Formation Probation for the following semester.
  - i. Chapel Probation consists of the following:
    1. Loss of curfew exemption (Upperclassman return to a freshman curfew. Freshmen curfew becomes 11 pm on Monday – Thursday, 12 am on Friday – Sunday)
    2. Declared ineligible for intercollegiate athletic participation
    3. Declared ineligible to participate in Task Force Teams
    4. Declared ineligible to participate in Student Government
    5. Declared ineligible to lead a campus club
    6. Declared ineligible to lead Chapel Worship
3. Earning less than 14 Spiritual Formation Credits during a semester results in dismissal for the following semester.
4. A graduating senior failing to earn at least 14 credits will have their diploma withheld until satisfactory work in Spiritual Formation assigned by the Director of Spiritual Formation is completed.
5. To be reinstated to regular status (removed from probation); a student must earn 28 Spiritual Formation Credits in the semester they are serving probation. Failing to do so will result in dismissal for the following semester. A graduating senior on Chapel Probation who fails to earn 28 Spiritual Formation Credits will have their diploma withheld until satisfactory work in Spiritual Formation assigned by the Director of Spiritual Formation is completed.
6. Note: Each student will be responsible for keeping record of his/her chapel credits. He/she has the ability to check on the number of chapel credits on Angel or at the

Spiritual Formation Department. Ignorance of the Chapel Attendance policies or failure to meet Corporate Worship Credit requirements does not excuse potential assessment of monetary fine or other penalty. Students have five business days following the last chapel of each semester/term to appeal any credit penalties. All fines must be paid before transcripts or diplomas will be released. All fines must be paid at the Student Accounts Office.

7. Chapel make ups are not permitted or accepted except for graduating seniors.
8. At the end of each semester, each student is assigned a satisfactory or unsatisfactory record for completing the spiritual formation program for the semester that is listed on the transcript.
9. All requests for consideration of circumstances or other appeals not covered by these guidelines will require action by the Spiritual Formation Committee.

### Chapel Attendance Check System

Students must have their Student ID cards to record their Chapel Attendance. A student not presenting his or her ID will receive one tardy.

A student will be counted tardy if they arrive at Chapel after the service has begun. For every four late arrivals a student accumulates within one semester, they will have one Corporate Worship Credit removed from their earnings. Students arriving more than 20 minutes late for chapel or leaving chapel early will not be given credit.

### Chapel Conduct

Students are expected to maintain conduct that is appropriate for worship. Inappropriate conduct includes excessive talking and other disruptive behavior, physical contact (PDA), studying, sleeping, using cell phones, etc. Disciplinary action may result including the loss of a Corporate Worship Credit.

### Church Attendance

Attendance at a local church on a regular basis is an indication of spiritual growth and maturity and is expected of our college family. All resident students are welcome and encouraged to worship at one of the Churches of Christ in Christian Union.

Regardless of where students attend church, they are expected to participate in activities as part of the Body of Christ and to attend church on a regular basis, especially Sunday school and Sunday Church Services.

## Harmonious Worship Guidelines

Ohio Christian University is thoroughly committed to the Wesleyan Arminian interpretation of the Scriptures. This theological position mandates this stance on glossolalia: We accept the Biblical record of glossolalia as reported in Acts and I Corinthians. The gift was given as a means of communication: "Every man heard them speak in his own language" (Acts 2:6). The Apostle Paul considered glossolalia as the lesser of the spiritual gifts (I Corinthians 12:28-31). Since the gift is a manifestation of the Holy Spirit, the gift is not to be sought but is the prerogative of the Holy Spirit. There is Biblical evidence that speaking in tongues is not a prerequisite to the baptism of, or being filled with, the Holy Spirit.

Therefore, Ohio Christian University feels a responsibility to students, parents, pastors, churches, and denominations which send students to us. Consequently, we have adopted the following policies:

1. No student shall engage in the use of tongues speaking or prayer language in the presence or within the hearing of any other member of the college - faculty, staff, or other student.
2. Group prayer meetings or Bible study sessions are not permitted to engage in the practice of tongues speaking or prayer languages anywhere on the university campus. University sponsored small groups should follow these same guidelines anytime and anywhere they meet.
3. Ohio Christian University does not encourage or promote the act of speaking in tongues or prayer languages. These policies are in place for the existence of harmonious interaction among students.
4. In Christian love, we urge all who cannot walk according to our policies to associate themselves with a school harmonious to their own convictions.

## Social Life

### Chapter 3

We believe that an opportunity to develop relationships is a part of education. Ohio Christian University offers a tremendous opportunity for building friendships with other Christians that you will cherish for the rest of your life.

#### Dating

The dating relationship can be one of the most enjoyable and important aspects of university life. It is important, therefore, to be very wise in these decisions regarding relationships, maintaining the priority on academic, spiritual and social maturity. All such relationships must be based on Biblical principle. This will result in enjoyable, meaningful relationships, and spiritual edification. All students are asked to be cautious about the time spent dating and be certain to devote enough time to study and spiritual growth.

#### Public Display of Affection

Physical expression of affection should be appropriate to the guidelines of Scripture and the policies of the University. Other behaviors, such as excessive body contact, lying with one's head in the lap of another, sitting on the lap of someone of the opposite sex, inappropriate touching to any degree, etc., are considered to be inappropriate and subject to accountability.

#### Engagement and Marriage

Some students will make a life time decision in regard to marriage while at Ohio Christian University. The time of engagement is an opportunity to be learning of the high Biblical standards for marriage and to be in preparation for married life. Student Development personnel are available or can direct a student to guidance and counseling.

#### Marital Status

Married students should conduct themselves in keeping with the standard of Scripture and the University. Guidance will be offered in circumstances of divorce and adultery.

## Residence Hall Life

### Chapter 4

#### Residence Requirements

Ohio Christian University is a residential university that believes in the many benefits derived from living in a university Residence Hall. Therefore, all single students, maintaining at least nine credit hours per semester, which are not living with immediate relatives, are required to live in University provided housing. Furthermore, all residents are required to participate in the University meal plan and sign a Residence Hall contract.

The following individuals will not be allowed to reside in the Residence Halls without special permission from the Director of Student Life:

1. Students who are married
2. Students 28 years of age or older at the start of the semester
3. Students taking less than nine hours
4. Post-Secondary Enrollment Option Students
5. Children
6. Students not receiving any of their twelve hours from the traditional program
7. Any student no longer attending classes will not be allowed to remain as a resident in campus housing

#### Residence Hall Staff

Residence Halls are managed by the Director of Residence Life. The director handles administrative duties as well as community and minor disciplinary issues. Additionally, the director is there to assist and counsel students on an individual basis, as needed.

Each Residence Hall is staffed by an Assistant Resident Director (ARD). The ARD works under the direction of the Director of Residence Life and monitors the upkeep of the building as well as maintaining the collective community of the hall.

Resident Assistants work under the direction of the ARD. RA's are available to assist students with various needs and to maintain order in campus life. Students are expected to immediately respond appropriately to any directions given by Residence Hall Staff.

#### General Residence Hall Policy

The University retains the right to assign students to their particular rooms and roommates. A student has the right to request a particular room and/or roommate, yet the final decisions in these matters are made by the Director of Residence Life.

## Residence Hall Attire

In view of the possibility of the occasional unexpected guest or visitor coming into the hall, to avoid embarrassment, show personal modesty, and respect for other persons in the Residence Hall, students are asked to wear a robe when not otherwise properly dressed.

## Private Rooms

Students desiring a private room must make the request, in writing, on the Residence Hall Contract. Those who are granted a private room will be charged an additional private room fee per semester. Permission will be granted on the basis of individual need, class rank, and available rooms.

## Keys

Keys will be assigned to the student at the time of Check In to the Residence Hall. If a key is lost or damaged, a \$50 fee will be charge to the student. The keys for University facilities are never to be duplicated by students.

## Room Furnishings

Rooms are furnished with bunk beds, desks, chairs, dresser, closet racks, ceiling lights, and blinds. These furnishings are not to be moved from one room to another without permission from the Assistant Resident Director.

Personal decorations and furnishings must be appropriate to the mission of the University, if certain items are found to be inconsistent with the moral standards of the University; authorized persons may remove these items.

The University is not responsible for the loss or damage of personal property of students in any building or on University property. University insurance covers university structures only. Students' belongings may be covered by their parent's homeowners/renters/auto policies. Check with your insurer.

Occupants of a room are responsible for damage to the room furnishings and structure inflicted either by themselves or others.

Explosives, firearms, or knives with over a three inch blade are not permitted in the Residence Halls.

No pets are permitted in the Residence Halls.

## Electrical Devices

Due to fire codes, care is to be taken when using electrical devices in the rooms. Electric space heaters, halogen lamps, candles and candle warmers, deep fryers, hot plates or any appliances with an open heating coil; such as a toaster are prohibited. Extension cords are prohibited as well. However, students may have a power strip that is equipped with a surge protector and reset switch.

Television viewing is a privilege extended to the resident students. However, the University reserves the right to restrict television viewing in the halls and other Universities facilities.

Videos or DVD's containing pornography, coarse language, adult humor, adult situations, nudity and excessive violence are prohibited (includes ratings of R, NR, and X; PG-13 when content listed above is included). Violations will result in disciplinary action which may include forfeiture of viewing privileges and/or confiscation unit and/or media.

Students are expected to keep the volume down on listening devices so that the noise does not distract students who live next door or across the hall. If the noise or music can be heard in the hall or other rooms with the door closed, it is too loud. Students are encouraged to use personal earphones.

Personal music choice should be consistent with the mission and standards of Ohio Christian University, which is a Christian campus. Music that contains suggestive or coarse language is not permitted at campus sponsored events, in Residence Halls, or anywhere else on campus.

## Inspection

Rooms are inspected regularly. Every room should be kept orderly and clean at all times, and decorated in keeping with Christian principles. An unsatisfactory room check may result in disciplinary action.

## Search and Seizure

University officials reserve the right to enter a student's room without consent when circumstances dictate. Example of Search and Seize circumstances may include but are not limited to the following:

1. If it is believed that a federal, state, or university regulation is being violated
2. If it is believed that the room contains illegal or immoral items
3. In the event of an emergency

## Residence Hall Common Areas

Students are not permitted to sleep in any of the lounge/lobby areas due to fire code

restrictions.

Books, food, dishes, and any other personal items are not to be left in lounge/lobby, kitchen or other public areas. Items left behind may be discarded or removed to clean the area.

People are expected to keep noise at an appropriate level at all times.

Men and women may visit in the main lobbies. Students in violation of visiting or Quiet Hours will be asked to leave and visitation privileges may be withheld. Students, guests, and family members are not permitted beyond the lobby area in the halls of the opposite sex unless special permission has been granted by the Assistant Resident Director.

### Overnight Guests and Meals

Anyone not currently a resident of the hall is considered a guest. Guests may stay in the hall if arrangements are made in advance via notification with the Assistant Resident Director. A guest must be over 14 years old, and need to have a parent sign a waiver of liability, if under the age of 18. Each student may have an approved guest five nights per academic semester. Guest privileges pertain to the same person and/or a combination of persons. Payment is required on the sixth visit. No one person may stay in the hall for free more than five nights.

Records will be kept in the RA Office. Guests must abide by the same regulations as students. Additionally, guests are expected to pay the established price for meals if eating in our dining commons.

Prospective students will be granted free lodging for one night and granted three free meals. Arrangements for lodging and meals must be made through the Office of Enrollment and the Office of Student Development.

Students will be responsible to pay the guest fee and will be subject to disciplinary action if he/she fails to obtain proper approval for guests visit and/or fails to inform the ARD of persons staying in the hall or student's room. It is vital that the ARD knows who is in the building each night. When special visitation events take place on the campus, every effort will be made to respect the privacy of the resident student; however we reserve the right to utilize residents' rooms to house visitors during prospective student events as needed.

### Curfew

Curfew regulations:

1. Freshmen: Midnight, Monday – Thursday, and 1 AM, Friday – Sunday
2. Sophomores: 1 AM, Monday – Thursday, and 2 AM on Friday – Sunday

Sophomores can earn Friday night curfew exemption if they are in good standing socially, in Spiritual Formation and classroom performance at the end of the sixth week of the semester. At that time, they must make application through the Director of Residence Life for exemption.

3. Juniors/ Seniors (and students 21 years of age or older): Exempt from curfew if there are no social policy violations or disciplinary actions, chapel overcuts (current or previous semester), not on academic probation.

Students are expected to be in their Residence Hall each evening according to the curfew schedule. The clock in the hall lobby is the official time. Freshman must Check In when they are in the Residence Hall for the night at the RA Office

Late permission is secured 24 hours in advance from the Assistant Resident Director via petition forms. Unless there is an emergency involving parent, pastors, or illness, verbal late permission will not be given by Residence Hall Staff.

## Quiet Time

Maintaining quiet hours is the responsibility of the Residence Hall Staff. During mid-term and final exams a 24 hour quiet time will be observed.

An appropriate quietness is to be maintained at all times. Especially in the resident area where it must be quiet enough for study and/or sleep from 11:00 PM to 8:00 AM.

## Residence Hall Meetings

For communication purposes all resident students are required to attend Residence Hall meetings held regularly throughout the year. Permission to be absent is only given by the Assistant Resident Director. Attendance is taken.

## Solicitation of Money

Solicitation of money in the Residence Halls for any reason, (other than those authorized by the University) is prohibited unless approval is given by the Director of Student Life.

## Babysitting

For liability reasons, students are not permitted to babysit children in the Residence Halls. Children may visit campus if they are under direct supervision.

## Vacations and Breaks

Prior to leaving, students must complete a Vacation Form which is distributed by their

Resident Assistant. All students must vacate the hall by the prearranged time as announced by the Director of Residence Life. A fine may be assessed if a student does not leave by the prearranged time. Students who work in the University area and need to stay in the hall during short breaks, such as Fall Break or Thanksgiving, may do so with permission. Yet during longer breaks, such as Christmas and Spring Break, no student is permitted to stay in the hall.

For Summer Break, students must clear the hall within the hour immediately after their last exam, graduation, or the last day of Summer School, whichever situation applies. Summer School students will be expected to move to designated rooms immediately after graduation. At Check Out rooms must be ready for inspection and emptied in order for the RA and student to complete and sign off on the Room Inventory. Summer housing is available only for students taking summer courses or working as University summer student employees.

Students returning for a new semester must be Checked In by the conclusion of business hours the day before classes begin.

Regular University rules are in effect during vacations and breaks, with the temporary changes to visitation and curfew privileges. Summer Housing is under a Zero Tolerance Standard, and any violation will require the student to vacate housing within 24 hours.

#### Hall Clearance/ Storage

Students are expected to vacate the hall as described in the Vacation and Break Policy. Rooms must be thoroughly cleaned and emptied of all personal belongings. Room Inventory Forms are filed within the RA Office and forwarded to the Director of Residence Life upon Check Out. Failure to comply with the above procedure will result in additional charges.

The University is unable to store any personal items. Arrangements should be made with local storage facilities if a student is unable to transport items home.

#### Windows/ Screens

Screens are not to be removed from Residence Hall windows. A \$75 fine will be assessed for violations. Students should report damaged screens immediately to the Assistant Resident Director. Cost of replacing missing screens will be assessed to students in the room. Students are not to exit/enter through windows. This action will result in a minimum \$75 fine. In the interest of modesty and propriety, students may not approach the Residence Hall windows of students of the opposite sex.

#### Residence Hall Services

1. Laundry Facility
2. Vending machines
3. Telephone Service, students are not permitted to use university phones without

permission.

### Residence Hall Emergencies (Fire/Tornado)

When the Fire Alarm sounds, quickly clear the Residence Hall using the appropriate exit (Diagrams are posted). Once outside, go to the designated meeting place to check in with your Resident Assistant.

Tampering with Fire Alarms, Fire Extinguishers and Posted Emergency Information is a federal offense and can result in dismissal.

If a Tornado Warning is issued follow your Residence Halls Tornado Procedures. Assistant Resident Directors will review Emergency Procedures at the beginning of the year, and will conduct drills regularly through the year.

Emergency drills are held periodically for training purposes and everyone is required to participate.

Other emergency situation procedures are available from the Director of Residence Life or the Student Life Department.

### Off Campus Housing Policy

Living off campus as a single student is a privilege and not a right. It is granted only to those who are seniors and/or age 21 and older. Exceptions may be granted on a case by case review by the Director of Student Life and Vice President for Student Development, based upon demonstrated maturity or special housing needs.

An application must be completed thoroughly, and permission must be gained from the Director of Student Life and Vice President for Student Development prior to the semester the student plans to live off campus.

Single students that are given permission to live off campus are required to adhere to the following regulations:

1. Maintain a positive Christian witness in all activities, including paying your bills on time.
2. Attend church services on a regular basis as described elsewhere in the Community Lifestyle Standards
3. It is a violation of moral principle to have an overnight guest of the opposite sex in your home (Family excluded).
4. Be consistent in maintaining a total lifestyle that is in keeping with scriptural standards of holy living and the guidelines of the Community Lifestyle Standards.

Students need to refrain from signing an external lease before receiving approval from the

Director of Student Life in the event their application is denied. Incomplete forms will result in denial of the application

The Off Campus Housing privilege may be revoked based on any change in the above stated conditions.

As long as you are a student at Ohio Christian University you agree to conduct yourself in accordance with the University standards.

## Married Student Life

### Chapter 5

We believe that the married student, the spouse, and children should be given the opportunity to be involved in the full University experience. The University experience can be very positive for you as a couple and for your family. It must be a team effort and commitment. This will be an experience that will stretch your faith as you allow God to meet your every need.

Be certain to involve your family in the total University experience. There are a number of events you can attend together, such as Chapel services, Revivals, concerts, sporting events, Christmas parties and other events. Also, spouses are permitted to attend classes with their mates. If you plan to be involved, it will be a growing opportunity for your family.

We also urge that you carefully plan your time spent alone, as a couple, and family time, as well as maintaining a positive financial plan for your family. Married students are encouraged to share their needs with the Vice President for Student Development at any time.

#### Married Student Housing

The University has housing available on campus in townhouses. It is expected that married students and their families will be consistent in abiding by the standards of the University. Parents are reminded that they are responsible for the actions and behavior of their children at all times. The University reserves the right to make periodic inspections of all University housing for proper maintenance and cleanliness.

Those who wish to occupy University housing must be enrolled at Ohio Christian University for a minimum of 12 credit hours per semester. If a student is completing a two or four year program, an exception to the credit hour requirement can be made within the semester of completion through the Vice President for Student Development.

#### Student Guests

When single students are guests in the home of a married student or someone else in University housing, the host is responsible for the conduct and whereabouts of the guest. Couples or single students of the opposite sex are not to be in a private home when the host is away. Students should only be in the home of married persons by invitation or consent. If a campus resident wishes to have a single student or students "house sit" during a vacation, this must be approved by the .

## Standard of Dress

### Chapter 6

The reasonable standard Ohio Christian University desires to maintain for its developing leaders is a neat and modest appearance which projects self-confidence, maturity, and high academic expectations. Scripture (I Cor. 10:31) tells us to do all to the glory of God. Accordingly, we desire to present students as developing professionals to win the confidence of those we seek to serve. Since fashions and apparel fads change constantly, the standard of dress is intended to maintain modesty and also a standard that does not draw attention to one's self or create a distraction or hindrance to members of the opposite gender.

The standard of dress applies to all campus residents and commuters while on campus, when classes are in session, and during breaks. Faculty, staff, or Residence Hall personnel are empowered by the University to mandate adjustments on the part of students whose apparel or grooming are considered inappropriate for activities of the university.

#### Modesty Guidelines (both genders)

In keeping with standards of positive righteousness, students must be aware of the manner in which clothing may occasionally be too revealing. Please take care to wear clothing that does not reveal the upper or lower midriff or undergarments (front or back) at any time.

For example, this type of exposure may become a particular problem when females or males are kneeling at the altar or bending over for any other reason. Students are required to dress in a manner that eliminates this possibility. Tight fitting apparel is often more revealing than is acceptable and should equally be avoided.

#### Professional Dress Days

Professional Dress Days are predetermined days where students are notified through a variety of communications including email to dress professionally.

Men are to wear collared shirts, pants, and dress shoes.

Women are to wear dresses or blouses with pants or skirts and shoes.

T-shirts are not appropriate on these days.

#### Regular Attire (classroom and Chapel)

Regular attire is the minimum standard to be worn during the class day in keeping with acceptable professional and modesty standards.

Men are to wear pants, shirts, and shoes.

Women are to wear shoes with dresses, skirts, pants and shirts. Shirts must not have the potential to reveal the midriff. Skirts and dresses must have hemlines no shorter than two inches above the knee (including split skirts). Capri pants are to be mid-calf in length.

Shirts with writing not consistent with the Lifestyle Standards of Ohio Christian University, t-shirts with holes, pants with holes, tank tops, or shorts are not to be worn by either gender to class, Chapel, or lunch.

All attire is to be pressed, properly fitting, and not excessively worn. Sloppiness in regular attire will not be permitted.

When participating on the platform for Chapel services, ladies must wear skirts, dress slacks or dresses and men must wear collared shirts.

#### Casual Attire (after classes)

Casual attire may be worn on campus after the noon meal or when the individual student's class day has ended, whichever is later.

Casual attire includes sleeveless shirts, sweat suits, or shorts hemmed no shorter than two inches above the knee.

Tank tops, cutaway t-shirts, spandex shorts/tights or boxer shorts are not permitted.

Dirty, ragged, patched, faded clothing, or clothes intended as undergarments are not to be worn outside the Residence Halls or in their lobbies. Swimwear must be modest (one piece suits for the ladies). Wear a t-shirt cover up whenever possible.

#### Semi-Formal/Formal Attire

This attire should be worn to designated campus events as directed by the Administration or student organizations.

Men's attire should include dress shirt with tie, a coat or sweater, dress slacks and dress shoes. Men are encouraged to wear more formal attire such as tuxedos, suits, or dress jackets to certain campus events.

Ladies dress should be appropriate for Sunday church services. Ladies are also encouraged to wear more formal dress wear for special campus events. Women's gowns should emphasize modesty and not sensuality. Strapless, spaghetti straps, deep open backs, low cut fronts and high slits are not appropriate for these occasions.

## General Guidelines

Ladies are asked to use cosmetics and jewelry conservatively. Women's earrings are permitted. Men are not permitted to wear earrings at any time. Nose rings, nose studs or other jewelry involved with "body piercing" are prohibited for both genders. Students are not permitted to get new tattoos during any semester in which they attend classes.

A man's hair may be no longer than the bottom of the ear and may not overlap the collar in the back. Ponytails are not permitted for men. Beards are permitted but should be neat and well groomed.

Extremes in hair styles and dye colors that do not occur naturally in humans are prohibited (blue, green, pink, etc.).

Hats and caps are not to be worn in Chapel or in the classroom. It is proper etiquette to remove one's hat while eating a meal or during prayer. Please do so.

Some student organizations or ministry groups such as choir, travel groups, athletic teams, etc. may require participants to adhere to a more strict code.

## General Information

### Chapter 7

#### Office of Student Development

“ Student Development seeks to connect our students relationally, engage them spiritually, and prepare them to be servant leaders in the world they live.” The office is administrated by the Vice President for Student Development, office Administrative Assistant, and four department directors, each responsible for specific objectives designed to influence, shape, and guide the universities traditional student population through their college experience.

1. Vice President for Student Development: The VP for Student Development is responsible for the holistic vision of the traditional student population of the university. The VP serves as a member of the President’s Administrative Council and advocates for the student, as well as the department’s needs to the council.

The following is a breakdown of each department within the office and the positions within them:

1. Spiritual Formation Department: The Spiritual Formation Department encompasses everything from chapel services and small groups to community service projects and collaboration with University Church. The department is administrated by the Director of Spiritual Formation.
  - a. Director of Spiritual Formation: This individual works to develop the Spiritual programming of the campus from the Student Development office and University Church; enabling the integration of faith into college life and personal faith growth.
    - i. Assistant Director of Campus Ministry: This individual works with University Church to build a bridge between the church ministry opportunities to the student population of the university. This individual also oversees the tracking and reporting of Spiritual Formation Credits to the student population.
    - ii. Worship Leader: These individuals are responsible for music and worship dynamics for Chapel Services.
    - iii. Small Group Leader Coordinator: This individual is responsible for maintain consistency among the Small Group Leaders, participating in their ongoing training and curriculum development, and tracking of

attendance and issuing credits for the program.

2. **Student Success Department:** The Student Success Department is designed to enable students to succeed academically and socially through tutoring and mentorship. As students utilize this department they also begin to prepare their professional portfolio for job opportunities and career development.

a. **Director of Student Success:** This individual works to advance and develop students' skills and knowledge in all goal areas both academic and personal. These areas allow students to gain personal and career skills to assist them in their pursuit of their life purpose

i. **Director of Career Development:** This individual assists students in resume and portfolio development to prepare the to seek and receive a career within their chosen field of study

ii. **Director of Mentoring:** This individual oversees a peer mentoring model that is designed to help new students connect to campus and assist them in their social growth.

1. **Peer Mentor:** A Peer Mentor is a Student Leader position within the department that provides individual focused attention to students in the mentorship program.

iii. **Director of Tutoring Services:** This individual provides a program that creates one-on-one attention for students struggling with their academic performance to better develop their study habits and performance

1. **Academic Coach:** An Coach is a Student Leader that works directly with students in need of improving their academic performance. These are students who have strong performance to provide support and promote individual study habits.

3. **Student Life Department:** The Student Life Department organizes all of the campus life programming to holistically develop students through community involvement, relationship building, and personal growth for adulthood. The department is administrated by the Director of Student Life.

a. **Director of Student Life:** This individual works to program the hours that the university's students spend outside the classroom through community enhancement, interpersonal relationship development, student leadership development and student conduct related issues.

i. **Director of Housing and Residence Life:** This individual oversees all of

the Residence Hall Housing assignments and programs within each Hall. Programs are designed to transition through Community and Independent Living.

1. Assistant Resident Director: An Assistant Resident Director or ARD is a Student Leader position that is directly responsible for an individual Residence Hall and the community operation within.
  - a. Resident Assistant: RA's are Student Leader's that are in place within the Residence Halls to build relationships and engage students on a personal level as part of college life.
  - b. Desk Worker: A Hall Desk Worker is an introductory Residence Life position that first year students may use for Christian Service to prepare students for possible Student Leader positions within Student Development.
- ii. Director of Student Activities: This individual is responsible for developing the opportunities of campus enrichment by overseeing the Student Activities Council and Student Government Association.
  1. Activities Coordinator: An Activities Coordinator is a Student Leader position in the department designed to create and carry-out opportunities for students to engage each other in community experiences. Along with the director these Student Leaders collectively form the Student Activities Council
  2. Student Government Association: The Student Government Association serves as the governing board of all student-led clubs and organizations. Select members of the Student Government Association also serve on the Community Lifestyle Standards Committee to ensure student input into the expectations within them. Student Government is comprised of elected student representation, managed by the Student Body President, and advised by the Director of Student Activities.
- iii. Commuter Relations Coordinator: This individual serves as a liaison for both program development and office support for the commuter population of campus.
- iv. Intercultural Programs Coordinator: This individual creates multicultural based programs to educate and promote cultural appreciation among the university student and employee population. Along with this, the director creates programs to establish community for our diverse student

population, and works with our international student population to enhance and develop their college experience

4. Athletic Department: The Athletic Department is designed to ensure Christian based inter-collegiate athletic competition and invest specifically in student-athlete spiritual development, athletic performance, and leadership development. Providing athletic entertainment for both the student body and outside community enable athletics to expand the influence of the campus into surrounding areas. The department is overseen by the Director of Athletics and Conference Services.
  - a. Athletic Director: This individual works to provide Christian-based collegiate competition for the university's student athletic population. This director also works to incorporate faith in sport, and to serve as a public extension of the university.
    - i. Assistant Athletic Director: This individual works alongside the director and Athletic Recruiter to maintain compliance with the NCCAA. The assistant director also oversees holistic department integration and hosting of guest athletic teams.
    - ii. Athletic Recruiter: This individual is responsible for advancing the department through recruitment of new athletic students and ensuring academic compliance to maintain athletic retention and team participation.
    - iii. Coaches: These individuals are responsible for their specific team culture, performance, and individual growth and development of their athletes.

## Accreditation

Ohio Christian University is accredited by The Higher Learning Commission and a member of the North Central Association. Ohio Christian University also holds accreditation through the Association for Biblical Higher Education.

If a student feels that the university is not maintaining the standards demanded by its accrediting agencies, that student may submit a formal complaint in the following manner:

## Academic Issues

1. To the Vice President of Academic Affairs (if a satisfactory solution is not found)
2. To the Academic Committee, through the Vice President of Academic Affairs Office (if a satisfactory solution is still not found)
3. To the Administrative Council of the university, through the Office of the President

Social Life Issues

1. To the Director of Student Life (if a satisfactory solution is not found)
2. To the Vice President for Student Development's (if a satisfactory solution is not found)
3. To the Student Life Committee (if a satisfactory solution is still not found)
4. To the Administrative Council through the Office of the President

University Address

Ohio Christian University  
1476 Lancaster Pike  
Circleville, OH 43113

Vice President for Academic Affairs – (740) 477-7729

– (740) 477-7702

Office of the President – (740) 477-7713

Outside Agencies (if further action is desired)

Higher Learning Commission / NCA  
Phone: (800) 621-7440  
Web Site: [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org)

Association for Biblical Higher Education  
P.O. Box 780339  
5890 S. Semoran Blvd.  
Orlando, FL 32878-0339  
Phone: (407) 207-0808  
Email: [exdir@abc.org](mailto:exdir@abc.org)

Counseling

Caring counsel is available from the Office of Student Development. You may seek out your own counselor or ask Student Development to assist you.

The Vice President for Student Development may make outside referrals to mental health professionals or to spiritual leaders, such as pastors, for more serious problems if deemed in the best interest of the student and the university.

Employment

We endeavor to find employment for students who need funds to meet their expenses. Students need to fill out the appropriate information at the Student Employment Office. Watch campus bulletin boards and the Campus Chronicle for advertised jobs.

You will need to be aware of your conduct while on the job so that Christ is glorified in all things. Be neat, courteous, prompt, and well groomed. Let your employer know of vacations, in advance, so scheduling can be worked out. If you are ill, be sure to let your employer know. Such conduct enhances your witness, the testimony of the University, and the cause of Christ as well as your own reputation.

## Entertainment

In the Christian community, there are some forms of entertainment that are considered questionable and/or inappropriate. Therefore the university requires members to refrain from gambling, the viewing of unwholesome and unprincipled drama whether at the theater, the live theater, on television, or electronic media, and listening to or participating in music that makes use of indecent or degrading lyrics or promotes an undesirable emotional or physical response. It is understood that attendance at dance halls, bars, and nightclubs will not be acceptable for the members of the Ohio Christian University community.

## Faculty and Staff Commitment

Ohio Christian University recognizes its need to be caring for its individual members and to be people that "bear one another's burdens." (Galatians 6:2) Faculty and staff are committed to go beyond their classroom and office duties to have a personal knowledge of students and involvement in their lives. It is the personal care and guidance from faculty and staff that continues to have a powerful impact upon students' lives.

## Financial Responsibility

It is essential that you maintain a positive testimony regarding finances. When you sign your financial agreement this means you pledge to faithfully pay your bill. The university reserves the right to take whatever steps are necessary for those who default on payment. Ohio Christian University's Student Financial Aid Program serves the majority of the student body through scholarships, grants, campus employment, and loans. Any student in need of help should see the university Financial Aid Officer.

## Firearms and Explosives

There will be no discharging of firearms, weapons or explosives of any kind on university property. "Firearms/weapons" include rifles, shotguns, air rifles, BB/pellet guns, slingshots, paintball, and bows and arrows. (Paintball and archery equipment may be used in designated areas). The university may confiscate firearms, if necessary, to maintain the safety of the

campus and its residents. All weapons listed above are absolutely prohibited in the Residence Halls at any time.

## Food Service Information

Meal prices and meal times are available in the cafeteria. For further information about special requests, sack lunches, use of food service facilities, please contact the Food Service Manager or the Office of Student Development.

## Internet Access

The university encourages students to use technological advances to enhance their personal educational experience. The computer lab allows all students' access to the internet. See a lab technician for sign on information.

The university has provided a system whereby students can access the Internet from their rooms via the university server. Since the university provides internet access for Residence Halls, residents are not permitted to access the internet through any other source from within the Residence Halls.

The university reserves the right to restrict students from accessing internet sites that are pornographic in nature or in any way not consistent with the standards of Ohio Christian University. The university further reserves the right to monitor, randomly or systematically, individual or network use of the internet. Violations of policy will be handled through the disciplinary process.

## Mail

Mail is delivered by the Post Office and is distributed by the university Mail Room personnel. All students will be assigned mail boxes and are encouraged to pick up their mail daily.

Letters and packages can be sent out through the Mail Room. Please see the Mail Clerk for instructions and payment. Please leave your change of address at the Post Office. All other mail will be returned to sender or disposed of if a forwarding address is not available.

## Nondiscrimination Policy

At Ohio Christian University because of our Scriptural belief in the worth and dignity of persons, each member of the community is expected to be sensitive to special needs existing in our society and on our campus. Therefore, within the boundaries of our heritage, mission, and goals the university does not discriminate against others on the basis of race, national or ethnic origin, age, sex, socioeconomic status, or handicap in the administration of its admission policies, financial assistance, or other school administered programs. Such discrimination is a violation of our Biblical principles.

## Non-Residence Hall Single Student Campus Housing

Students are not to visit a room, apartment, or home on campus of a single student of the opposite sex alone without proper permission from the Director of Student Life. Violations may lead to loss of housing privileges. The host is responsible for the conduct and whereabouts of his/her guests.

## Personal Property

The university will exercise reasonable precautions to protect personal property left on campus, but cannot assume responsibility for the loss of money, valuables, or other personal property. Please report all losses to the personnel in the Office of Student Development.

## Policy on Children in the Classroom

Due to the various disruptions and distractions (whether real or potential) associated with the presence of minor children in the classroom setting, no minor children will be permitted to accompany either faculty or students into Ohio Christian University class sessions. Faculty and students will either need to make appropriate arrangements for the care of their children by others, or utilize their allowable class absences to care for their children themselves in emergency situations.

## Policy and Procedure for Handling Grievances

Letters of Complaint – On a few occasions, persons have felt it necessary to write letters of complaint to the Administrative Council or Denominational representatives. All such letters must be signed if the writer wishes to gain the desired result. Anonymous letters will carry no influence and will be disregarded, except for potential prosecution of the writer by the university. Everyone is to be aware that letters of that nature potentially leave the writer open to lawsuit for defamation, liable, harassment, etc.

1. Students are encouraged to discuss grievances with the person/staff member having direct supervision over the area of concern. That person will attempt to resolve the problem. Concerns may be communicated verbally or in writing by the student to the staff member.
2. If the need is not satisfactorily met, the department head or director of the area is the next level of contact. It is the student's responsibility to demonstrate that they have already communicated with the staff member who oversees the program, office, or department. The director/department head will review the student's complaint and provide a response.
3. If the need is not satisfactorily met, the Vice President of the area with which they are experiencing the problem is the next contact. The complaint must be presented in

writing. Evidence that the grievance has been passed through the prior levels will be necessary for each subsequent level.

4. If the need is not satisfactorily met, the student has the privilege of appealing to the university Administrative Council. The request for a hearing must be presented in writing to the Office of the President along with the written complaint. This step is only appropriate when there is evidence that prior steps have been followed
5. At the direction of the President, the Administrative Council shall hold a hearing and will render a decision regarding the grievance made by the student.
6. The student and the Administrative Council shall have the right to call witnesses. The President may limit the number of witnesses to be called.
7. The decision of the Administrative Council shall be reported to the student in writing within one working day of the rendering of the decision by the Council.
8. The decision of the Administrative Council shall be final.

### Possession and Use of Tobacco and Controlled Substances

The possession and use of alcoholic beverages of any description, non-medical narcotics or hallucinogenic drugs including marijuana, is completely and strictly prohibited on the campus of Ohio Christian University, denominational property, or by any student of the university. Those in violation risk immediate dismissal and will be subject to civil penalty as well. All tobacco is prohibited on the university campus and denominational grounds at all times. It is expected that any student that has a habit of tobacco use will make every effort to quit. Counseling and other assistance is available. The university reserves the right to enforce accountability guidelines when deemed necessary. Ohio Christian University is a drug, alcohol and tobacco free environment.

### Readmission of Continuing Students

Readmission is not granted automatically. If the university believes that a student's readmission would compromise the lifestyle and/or academic standards of the university or not be in the student's best interest, the appropriate committee will review his or her record for the purpose of granting or denying continued enrollment.

### Security

Campus Security is maintained by part-time work study students and other supervision. These persons are not sworn officers, but are employed by the university to take steps to maintain your safety and the security of campus facilities.

## Sexual Harassment and Child Abuse

The university will not tolerate sexual harassment or child abuse of any member of the university community against any other. A student should report any incident to the Vice President for Student Development or the University President. See the Office of Student Development for details of the university policy.

## Student Health/Accident Insurance

The university provides a low cost health insurance program for all full time traditional students. This policy is required for all students that do not have other coverage. If a student is covered by another policy and desires to opt out of this coverage, they must complete a policy waiver form that is available through the university web page. Ohio Christian University Intercollegiate Athletes that are not otherwise insured are required to purchase additional athletic coverage at a reasonable cost. Policy information and answers to any questions are available in the Office of Student Development

## Student Health Services

Immediate health care is available to students through Urgent Care at Berger Hospital. The student is responsible for charges incurred. The university offers the services of a Campus Nurse, who holds a clinic one night per week and is on call on a regular basis. Students should notify their Assistant Resident Director when they are ill so that their progress can be monitored.

The nurse, Vice President for Student Development, and Residence Life Staff must be informed of any current medical problem or disease requiring a doctor's care or any long term medications so that each student's medical history will be kept up to date. A Health and Immunization Record is required of each full-time student when admitted to Ohio Christian University. The data will be kept on file in the Office of Student Development and Residence Hall RA Office. All information is kept in strict confidence.

In case of serious illness or emotional problems, the parents or guardians will be notified if a student has given consent.

## Visitors Policy

Visitors to the Residence Hall are not to go beyond the privacy doors unless accompanied by a person-in-charge or the student they are visiting. Students must petition in advance to have overnight guests.

The university reserves the right to limit or forbid the visitation privileges of any person, if it is determined that this person's presence on campus is threatening or in any way upsetting to any member of the university community, or limits the effectiveness of job performance of any employee. It is entirely within the university's rights to demand that said persons remove themselves from campus or be removed by the authorities. After being informed that they are to leave, they must seek permission from administration if they wish to return to campus at any time. The visit, if granted, will be limited.

## Accountability

### Chapter 8

Ohio Christian University students are expected to conduct themselves in compliance with the Community Lifestyle Standards and in such a way as to reflect a growing relationship with the Lord Jesus Christ.

The purpose of accountability at Ohio Christian University is to assist in the maturing of its members and to aid the university in maintaining an atmosphere conducive to Christian growth. The system is designed to help the student to assume responsibility as a maturing Christian in the Ohio Christian University community in particular and the Christian community in general. It is intended to be developmental and redemptive rather than merely punitive.

Students are reminded that they agreed to abide by university policy with their application for admission to Ohio Christian University.

#### Areas of Accountability

The items listed below represent the types of actions that create difficulty or concern within the community and are likely to result in disciplinary action. This list is not to be considered complete.

#### General Community Rules:

1. Excessive noise in the Residence Hall
2. Improper use of Sign In/ Sign Out Sheets
3. Not observing general community rules for Residence Halls
4. Curfew violation
5. Standard of Dress violation
6. Having overnight guests without permission
7. Unsatisfactory Room Inspection
8. Water fights in building
9. Failure to follow Sign Out procedures
10. Pets in room
11. Out of the hall overnight without signing out
12. Use of fire equipment other than fighting fire.
13. Housing policy violations

## Personal Conduct Rules:

1. Improper music, movies, reading material, or pictures
2. Failure to attend Sunday services
3. Improper Public Display of Affection
4. Inappropriate Chapel conduct
5. Possession of smoking or chewing tobacco/snuff products
6. Cursing or profane language or other obscenities
7. Possession of or drinking alcoholic beverages
8. Possession of or use of illegal drugs
9. Theft, lying, dishonesty, cheating
10. Possession or use of pornographic materials
11. Immoral sexual activity (Based on scriptural prohibitions of fornication, Adultery, and homosexuality: Romans 1:26-27, Galatians 5:19-21, Leviticus 18)
12. Violation of restrictions previously imposed

## Actions Toward Others

1. Failure to obey those in authority or manifesting a spirit of rebellion
2. Hazing or practical jokes causing damage
3. Entering another's room without permission
4. Men beyond the lobby of women's Residence Halls/ women beyond the lobby of men's Residence Hall without permission from the Director of Residence Life
5. Letting someone in Residence Hall after hours/ leaving Residence Hall after hours
6. Entering another's locked room or other locked restricted areas
7. Fighting or threatening/ endangering the welfare of others
8. Sexual, racial, ethnic harassment

## Disciplinary Process

All offenses will be handled on an individual basis. Any and all disciplinary sanctions may be applied. Some offenses may be considered minor in nature and others are of greater concern and will result in action that is reflective of that. Penalties will increase if offenses accumulate or if more than one offense is involved in any incident. All necessary members of the Office of Student Development will be involved in the process. Every violation will be discussed with the student at the appropriate level.

Students should be aware that all federal, state, and local laws apply as well. Enrollment in no way negates coverage from civil law. Penalty from civil law does not exempt students from further discipline by the university.

## Disciplinary Sanctions

The following are the definitions of the sanctions as listed above:

1. **Fines/Work detail:** Fines must be paid within 72 hours (if not, it is applied to the student's bill and a \$5.00 book keeping charge added). Work detail must be completed within one week or campus restriction will be imposed until complete. Fines and work detail must be approved by the Assistant Resident Director or the Director of Residence Life.
2. **Campus Restriction:** The student is restricted to campus and may only leave with the permission of the Director of Residence Life or the Director of Student Life and is denied certain privileges as directed by either director. These privileges may include visits to lounge areas, intramurals, social events, university activities, for example. This list is not a complete list.
3. **Restitution:** Restitution means that the student is required to make reimbursement for damage to or misappropriation of property and/or funds. It may take the form of appropriate service to repair or otherwise compensate for damages. The details of restitution shall be specified in writing.
4. **Social Probation:** Social probation includes campus restriction. Students also must resign all campus offices and are declared ineligible for interscholastic sports competition. The student is also ineligible to participate in co-curricular activities in which he or she would represent the university or serve in a leadership role.
5. **Suspension:** Suspension is temporary severing of the student's participation with the university for a period of time varying from a portion of a semester to one full semester. It includes a student's right to return without formally requesting readmission at the end of the stated period. The suspension shall be followed by a period of Social Probation. Students are subject to the academic consequences of missing work as a result of such disciplinary action, and the faculty is not obligated to permit make up of missed assignments and examination in such cases. The duration and conditions of suspension shall be specified in writing.
6. **Dismissal:** Dismissal means that the student's status is terminated from the university for an indefinite period of time. The duration and conditions of this period shall be specified in writing. Such action shall be noted on the student's personal record.

## Student Disciplinary Procedure

1. General incidences of student misconduct shall be handled by the Director of Student Life and/or other Student Development Staff.

2. More serious incidences of student misconduct, including those which may lead to suspension and/or dismissal, shall be referred by the Vice President for Student Development to the Student Life Committee for disposition as indicated above.
3. The Vice President for Student Development and/or the University President shall have the power to suspend a student in extra-ordinary circumstances pending final disposition of the case.
4. When the Vice President for Student Development is counseling a student or is questioning a student about an alleged violation of university policies, a third party shall not be present unless requested by the Vice President for Student Development.
5. If a student is having difficulty adjusting to the Ohio Christian University lifestyle, the Vice President for Student Development may arrange for the student to meet with the Student Life Committee in an attempt to resolve the problem before any disciplinary measures are required.

### Student Life Committee

#### Function and Membership of the Committee

1. With respect to the Student Disciplinary Procedure, the function of the Student Life Committee shall be to conduct hearings to review incidences of misconduct and to render disciplinary decisions related to misconduct.
2. Membership on the Student Life Committee shall consist of the following persons:
  - a. Two faculty members, one of whom shall be elected by the faculty to serve as Chairperson of the Committee
  - b. Director of Student Life
  - c. President and Vice-President of Student Government.
  - d. Vice President for Student Development
  - e. Vice President for Academic Affairs
3. A quorum shall be comprised of a minimum of three members, one student, and the Vice President for Student Development. The decision of the Student Life Committee is reached by a simple majority vote of those members present.

The Student Life Committee shall work closely with the Vice President for Student Development in providing all students the support, counsel, guidance, and activities which will help them to maintain a lifestyle that honors Biblical standards and complies with the policies of Ohio Christian University.

### Preparation for the Hearing

1. The Office of Student Development shall assume responsibility for preliminary investigation of the alleged misconduct. The matter shall be discussed thoroughly with the student and a thorough effort made to collect all relevant information in the compilation of the facts of the case.
2. The student may waive the right to a Student Life Committee hearing in favor of direct decision by the Vice President for Student Development, subject to the approval of the Vice President for Student Development.
3. Upon the recommendation of the Vice President for Student Development, the chairperson of the Student Life Committee shall determine the time and place for the hearing and shall inform the members of the committee.
4. The student accused of misconduct shall be informed in writing by the Vice President for Student Development of the following:
  - a. The date, time, and place of hearing before Student Life Committee
  - b. The specific charges to be considered
  - c. The students' opportunities to have another student, or member of the faculty or staff, appear with him or her. This person is to act as an advisor and is not to act as counsel for the accused. They must request permission from the Chairman to speak on behalf of the student. The chairman is not required to give clearance (the student is not entitled to representation at the hearing by an attorney at law)
  - d. The students' opportunity to confront or question witnesses. The accused student and all parties involved are warned that threats made toward a witness or any person involved in the case are in violation of civil law and will be taken seriously. Law enforcement authorities will be called immediately.
  - e. The student's right of appeal.

### Hearing Procedures

1. The primary purpose of the hearing is to ascertain the facts of the matter and to render a reasonable and just disciplinary decision, taking into account the welfare of the student and of the university.
2. The charges of alleged student misconduct shall be presented by the Vice President for Student Development and/or the Student Development Staff.
3. The student, the Vice President for Student Development, and the committee shall have the right to call witnesses and to question witnesses brought by another party. The Chairperson of the Committee may limit the number of witnesses to be called.

All students and witnesses called by the committee are required to answer questions posed by the committee in keeping with the stated purpose of the hearing.

4. The student shall have the right to have an advisor present of his or her choosing from within the University community during the hearing. This person shall advise only and not act as "legal counsel."
5. For an incident of alleged misconduct involving more than one student, the committee reserves the right to consider the cases jointly or separately, subject to the request of the student for a private hearing.

## The Decision of the Committee

1. Only committee members have the right to be present during committee deliberations and decision making.
2. The decision of the committee shall be reported to the student by the Vice President for Student Development in writing within one working day of the rendering of the decision by the committee. Written notification shall include information regarding the students' Right of Appeal.

## Appeals

1. Disciplinary decisions made by the Student Life Committee may be appealed by either the student or the Vice President for Student Development to the Administrative Council, provided that the appeal has been filed, in writing, in the Office of the President within one working day of receiving written notification of the decision of the Student Life Committee.
2. The appeals hearing shall be scheduled by the University President and shall include Administrative Council members, the Chair of the Student Life Committee, the Vice President for Student Development, and the student and his or her advisor, if any, from within the university community.

## The Administrative Council

This council shall serve as an appeals committee to the decisions of the Student Life Committee and/or the Vice President for Student Development. As such, the Administrative Council shall hold hearings and render decisions regarding appeals made by either the student or the Vice President for Student Development.

## Hearing Procedures and Decisions of the Council

1. The student, the Vice President for Student Development, and the Administrative Council shall have the right to call witnesses brought by another party. The University President may limit the number of witnesses to be called.
2. The decision of the Administrative Council shall be reported to the student in writing by the Vice President for Student Development within one working day of the rendering of the decision by the committee.
3. The decision of the Administrative Council shall be final.

## Rights of Students Accused of Misconduct

Individuals accused of misconduct shall have the following rights:

1. To have all charges of misconduct specified in writing.
2. To have the benefit of an advisor of the student's choosing from within the Ohio Christian University community which includes full time faculty members, staff members, or students during hearings before Student Life Committee and Administrative Council. While an advisor does not represent the student, he or she may counsel and advise the accused student in such a way as to protect the student's interest and provide redemptive counsel. Any student, faculty member, or staff member that would be deemed to have a conflict of interest, shall not serve in an advisory capacity.
3. To call witnesses on his or her behalf and to question other witnesses called by other parties.
4. To request a private hearing where more than one student is involved.
5. To receive all decisions in writing no less than one working day following the rendering of a decision.
6. To appeal a student disciplinary decision if the appeal is made, in writing, to the proper office within one working day of written notification of the decision.
7. To waive a Student Life Committee hearing in favor of a direct decision by the Vice President for Student Development, subject to the approval of the Vice President for Student Development.
8. In the investigative process conducted by the Vice President for Student Development, the student shall not have the right to have an advisor present.

## Student Associations

### Chapter 8

Student Associations are organized under the supervision of either the Office of Student Development or the Office of Academic Affairs

#### Student Development Organizations

The Student Government Association serves as the primary leadership of all student associations. The Director of Student Activities is the advisor of this primary leadership and the liaison between the students and the administration. Student Government operates under The Constitution of the Student Government of Ohio Christian University. Student Government Association oversees all Senate and Class Government activities.

For more information on these groups, see the Director of Student Activities.

#### Academic Organizations

All student-based Academic Organizations have their own operating Constitution and full time Staff/Faculty Advisor and operate under the authority of the Student Government Association.

These groups are intended to enhance the academic experience in these fields through activities and outreach. Global Cafe focuses on home and foreign missionary work with Task Force Teams that goes to another country over various breaks. This group functions under the direct supervision of an assigned advisor. World Gospel Mission maintains the Student Involvement Center on the campus, and operates under their own constitution

#### Intramurals

The intramurals program is administered by the Student Activities Council. They oversee intramural organization of several sport and competitive events where student interest warrants. All students, faculty, and staff and their spouses are eligible to compete and every student is encouraged to participate in the various physical activities (there may be some restrictions on athletes involved in varsity sports).

#### General Regulations

All group events and fundraising functions must be approved by the Student Government Association. Campus groups are not permitted to engage in financial contracts that obligate them or the university. All contracts must bear the signature of the Vice President for Student

Development or University President. No new campus groups may be organized without approval from the Administrative Council.

## Athletics

### Chapter 10

#### Intercollegiate Athletics

In 1979, Ohio Christian University began an intercollegiate athletic program. This program was initiated to provide opportunity for athletes who have committed their talents to Christ, to better publicize Ohio Christian University, and to serve as a means of Christian witness. Current offerings may expand as student interest grows and facilities and finances become available.

Ohio Christian University prides itself on having a different approach in athletics. We reject the idea that "winning is everything." We believe that Christ calls us to do our best at all times whether in victory or defeat. If a person has done his or her best, God is pleased and the effort has been worthwhile.

The university is a member of the National Christian College Athletic Association and is subject to the NCCAA guidelines in all areas pertaining to intercollegiate competition.

#### Student Eligibility

Student eligibility for varsity sports is based on the following criteria:

1. Must be a full time student taking 12 hour's minimum.
2. Must have a GPA of 2.0
3. Must have earned at least 24 hours in most recent two semesters, including Summer (Excluding Freshmen)
4. Must be in good standing with the university in regards to spiritual commitment, and social behavior
5. Must be in good standing regarding Spiritual Formation Credits

Any other questions of eligibility should be referred to the Athletic Director or the NCCAA.

## Vehicle Registration

### Chapter 11

Anyone who drives on the Ohio Christian University campus is expected to abide by all posted regulations and use designated parking. Students are also expected to abide by all Ohio regulations. Failure to comply with State and Campus regulations may result in suspension of the vehicle registration. The motor vehicle must then be removed from campus for the remainder of the academic year.

#### Vehicle Registration

Every vehicle operated on campus by a student or resident family member must be registered with the Office of Student Development within 48 hours of its first arrival on campus. Student motor vehicles are not registered until all appropriate forms are completed and the campus vehicle decal is properly displayed. If the decal is not properly displayed, a fine will be issued.

When state registration plates change, or a vehicle is sold and/or the plates transferred to another vehicle, the Office of Student Development must be notified within 48 hours.

#### Insurance Requirement

State law requires that all vehicles be insured. Failure to comply with this law will result in disciplinary action by the university and authorities will be contacted at once. The university will not assume any responsibility for any liability or expenses involving vehicles or its contents registered or owned by students.

#### Operation

Vehicles are to be operated within posted speed limits. The maximum campus speed limit is 15 miles per hour. Vehicles are to be operated only on surfaced roadways. Remember, there are children that reside on campus. Keep safety a priority.

Racing or any reckless driving is prohibited on campus roadways and surrounding denominational property, including the RV Park. In an effort to prevent erosion of farm fields, all-terrain vehicles and motorcycle traffic is limited to established roadways.

Mechanically inoperative vehicles and those not bearing valid state registration plates are not permitted on campus. The vehicle owner is responsible to remove the vehicle involved at his/her own expense within 48 hours. If the above is not completed within 48 hours, the university reserves the right to remove the vehicle at owner's expense.

## Parking

Parking is permitted only in the lots designated by the individual parking decal. No parking is allowed in areas that would block driveways, crosswalks, and building entrances. Handicap parking spaces are reserved at all times. Do not park on the grass.

## Violations and Fines

Violations and offenses will be fined and added directly to the student's bill. In compliance with insurance regulations, bicycles may not be stored in any building. Any exceptions must be approved by the Office of Student Development.

Mopeds and motorcycles are considered motor vehicles and all motor vehicle regulations apply.

## Use of University Vehicles

Students are not permitted to use any University vehicle for personal use.