

# OHIO CHRISTIAN UNIVERSITY



## Trailblazer Academy

2024 Advising Information

# The Writing Center

- Outlines
- Rough Drafts
- APA Formatting

Located in the East Wing of  
Maxwell Library



# The Bridge: OCU's Tutoring Center



- Academic Coaching
- Student Study Tables
- One-on-One Tutoring
- Located in the East Wing of the Maxwell Library
- For more information, contact:
  - Seth McDonald [smcdonald1@ohiochristian.edu](mailto:smcdonald1@ohiochristian.edu)

# Maxwell Library

- Library Card
  - Library barcode number via Sonis account
- OCU and OHIO Discovery and OhioLink physical materials and electronic resources.

For More Information Contact:

[library@ohiochristian.edu](mailto:library@ohiochristian.edu)

740-477-7737

# Communication- Instructors

- OCU Outlook Email (You will receive an email with login credentials once registered.)
  - CHECK OFTEN! This is OCU's primary way of contact, so accessing your OCU email account and communicating often is KEY!
  - Brightspace Portal (You will be able to access with your login credentials once your Online Orientation opens to you before your first semester begins.)

If you experience any technical issue's, contact  
the BlazerTech Helpdesk: 740-420-5907

[blazertech@ohiochristian.edu](mailto:blazertech@ohiochristian.edu)

# Communication-Trailblazer Academy

- Academic Program Director: Beth Ash, [bash@ohiochristian.edu](mailto:bash@ohiochristian.edu), 740-477-7788
- Program Coordinator: Jenny Ratliff [jratliff3@ohiochristian.edu](mailto:jratliff3@ohiochristian.edu), 740-420- 5929
- Academic Coordinator: Kelsey Brisker, [kbrisker1@ohiochristian.edu](mailto:kbrisker1@ohiochristian.edu) 740-477-4500

# Dropping or Failing Courses

- Failing or withdrawing from a college course after it has begun could impact high school requirements and prevent graduation.
  - Discuss with School Counselor
- If a student fails or drops a course beyond the second week marker, the school district may seek reimbursement for the course.
  - Be aware of deadlines! You can find these deadlines anytime on the Trailblazer Academy Important Dates and Deadlines page.

# Change of Schedule Form

*This form can be found on the Trailblazer Academy website or by asking your Trailblazer Academy Advisor. This form will need to be completed to add, or drop, coursework. Be sure to adhere to the add/drop deadlines posted.*

OHIO CHRISTIAN  
UNIVERSITY  
Trailblazer Academy  
Change of Schedule Form

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

**CLASSES TO BE ADDED**

Course #	Name of Course	Period (campus)	Credit hours	Semester (summer/fall/spring)

**CLASSES TO BE DROPPED**

Course #	Name of Course	Period (campus)	Credit hours	Semester (summer/fall/spring)

**ENROLLMENT WITHDRAW**

Date of Last Attendance: \_\_\_\_\_

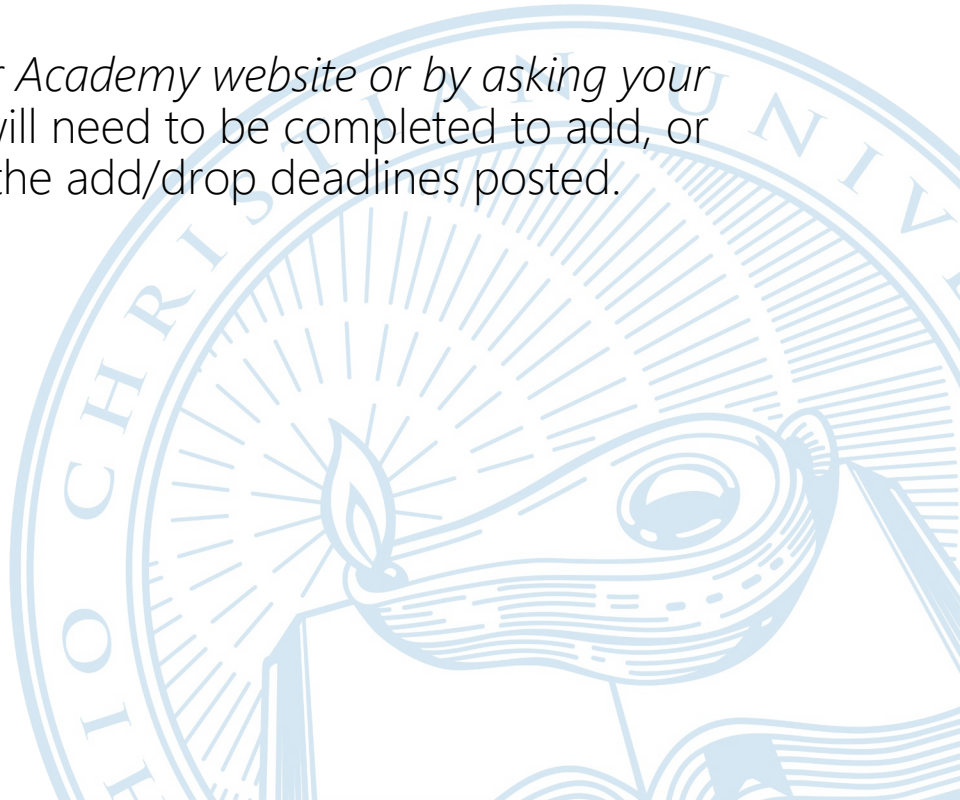
Reason for Withdraw: \_\_\_\_\_

**\*ALL SIGNATURES ARE REQUIRED FOR THIS SCHEDULE REQUEST TO BE PROCESSED\***

School Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_





# Family Educational Rights and Privacy Act (FERPA)

- The Family Educational Rights and Privacy Act (FERPA) a Federal law, gives parents certain rights with respect to their children's education records. *These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.*
- With certain exceptions FERPA requires Ohio Christian University to obtain your written consent prior to the disclosure of personally identifiable information from your education records.
- Please see the FERPA Statement Document posted to this website.

# 504 Compliance Statement

Pursuant to Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The University does not discriminate in admission or access to, participation in, or employment in, its programs or activities. Students who have a disability and require accommodations must contact David R. Pennington, the 504 Compliance Officer. You may contact him at [complianceofficer@ohiochristian.edu](mailto:complianceofficer@ohiochristian.edu) or (740) 420-5906. The initial forms that the student will need to start the process are available online: <https://www.ohiochristian.edu/about/about-ocu/disability-services-non-discrimination-equal-access-to-education/>

Questions or comments may be directed to:

Ohio Christian University

Attn: David Pennington, DBA, 504 Compliance Officer

1476 Lancaster Pike, Circleville, OH 43113

Phone Number | 740-420-5906

Fax Number | 866-510-2708

Email | [complianceofficer@ohiochristian.edu](mailto:complianceofficer@ohiochristian.edu)

# State Funding for Non-Public Students

- Complete funding application through the State
- Funding Application Deadline: April 1<sup>st</sup> @5PM EST
- Send copy of funding award letter to Trailblazer Academy Office.

Email: [trailblazeracademy@ohiochristian.edu](mailto:trailblazeracademy@ohiochristian.edu)

Mail: Trailblazer Academy

1476 Lancaster Pike  
Circleville, OH 43113

# Transferring Credits

- How do credits move around?
  - [www.transferology.com](http://www.transferology.com)
- All transcript requests must go through the Registrar's office.

For more information contact:

[registrar@ohiochristian.edu](mailto:registrar@ohiochristian.edu)

Phone: 740-477-7780

Fax: 740-500-0465

# Registration Deadlines

- Summer Session Registration Deadline: May 3, 2024
- Fall Semester Registration Deadline: June 28, 2024
- Fall Add on Testing Deadline: August 6, 2024
- Spring Semester Testing: December 3, 2024
- Spring Semester: December 6, 2024

For Semester Session Start and End dates, please refer to the Important Dates and Deadlines page on the Trailblazer

Academy Website: <https://www.ohiochristian.edu/dual-enrollment-college-credit-plus/important-dates-and-deadlines/>

# Contact your Academic Advisor with any questions you may have!

- Advising Coordinator: Kelsey Brisker, 740-420-4500  
[kbrisker1@ohiochristian.edu](mailto:kbrisker1@ohiochristian.edu)
- Academic Office: [trailblazeracademy@ohiochristian.edu](mailto:trailblazeracademy@ohiochristian.edu)