Welcome to the Walla Walla University Family. On behalf of the Student Life and Mission team, I want to express how honored and delighted we feel that you have chosen to be a student here.

Walla Walla University is a place where you will have opportunities to grow. You will discover many avenues whereby you can stretch and develop your intellectual, social, and spiritual components of your life. You will be faced with making significant choices. Friendships, life partners, careers, graduate study, service, and spiritual commitments are just a sample of choices that will come your way. As you travel step by step through this year, know you will not be alone. You have at your fingertips caring, committed Christ centered faculty, staff, and administrators who will challenge and support you along each segment of your journey. We are eager to develop meaningful relationships with you. We are anxious to be sounding boards, providing insight and perspective. Most of all we are happy to spend time on our knees with you and for you asking for God’s guidance.

As a first year, transfer, or returning student, you have come to Walla Walla University with an expectation that we will provide you with certain knowledge, skills, values, and experiences that will aid in your development as a whole individual. You will not be disappointed. We too have certain expectations of you as a student at Walla Walla University, which have been outlined in this Student Handbook. Please take time to become familiar with your rights and responsibilities, the services available to you, as well as the guidelines and policies to which you will be held accountable.

Throughout this year be confident that God will grant you the same promise he gave Jeremiah. “I already know the plans I have for you. I will help you, not hurt you. I will give you a future and a hope. You will call on me and I will answer. You will talk to me and I will listen.” Jeremiah 29:11 & 12.

May you experience this year, God’s richest blessings.
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**Student Life Agreement**

The Walla Walla University Student Handbook provides WWU students with an overview of social, physical and spiritual life at WWU. Students are encouraged to use the handbook to become familiar with their rights and responsibilities as members of the WWU community.

By registering for classes, you signify your understanding that WWU is a Seventh-day Adventist institution that upholds SDA standards and that you intend to support WWU philosophies and the community itself, and pledge acceptance of and full cooperation with University policies as stated in this handbook, in the WWU Bulletin and as officially announced. Student behavior, both on campus and off campus, is expected to comply with and reflect the values and vision of Walla Walla University.

WWU is a community of faith and discovery committed to:
- Excellence in thought
- Generosity in service
- Beauty in expression
- Faith in God

As members of Walla Walla University, we are committed to learning and practicing in ways that support a Christ-like, caring and socially just community. This can include any individual asking others to stop disrespectful or abusive speech and/or disruptive behavior. Therefore, we will not tolerate disrespectful or abusive speech and/or disruptive behavior from individuals or groups.

Civility is the art of treating others, as well as ourselves with respect, dignity, and care. Civility is apparent when we are sensitive to the impact that our communications, practices and behaviors have on others, and when we acknowledge each person’s self-worth and unique contributions to the community as a whole.

Collectively, faculty, staff and students of Walla Walla University are responsible for ensuring a safe and supportive learning and work environment.

Visitors to the University are asked to cooperate with University policies while on campus. Walla Walla University welcomes visitors whose conduct while on campus is in accordance with these policies.
**Student Rights and Responsibilities**

Walla Walla University recognizes the rights and responsibilities of each member of the University community. Student rights and responsibilities are expressed in, but not limited to, the policies in this handbook.

Attending WWU involves responsibilities as well as privileges. You are responsible to support the philosophy of the school through your attitude and actions. University administration may ask any student whose conduct is not in harmony with the objectives of the University to withdraw from school. Students who do not honor their commitment to the distinct character of WWU may face disciplinary action. Discipline infractions may be administered by residence-hall deans, the Vice President for Student Life and Mission, other University personnel or the Government Committee.

**WWU students have the right to an educational environment that is conducive to learning.**

**WWU students have the right to expect the University to be a place of spiritual growth.** Walla Walla University is the center of a community of faith and learning. In this supportive environment each student has the opportunity to develop and experience personal growth, and a life of devotion and service. Walla Walla University exists to provide programs that contribute to spiritual growth.

**WWU students have the right to access their personal academic records and files, and the right to the privacy of those records and files.** According to the Family Educational Rights and Privacy Act of 1974 (FERPA), all confidential student records, files and data maintained by a University must be available for inspection by the student. Students may challenge records they believe to be inaccurate, misleading or otherwise inappropriate, and may place certain limitations on access by others. Requests to review confidential files should be made to the administrator responsible for keeping such records. For further information on your rights under FERPA, contact the Records Office or Student Life and Mission.

**WWU students have the right to appropriate, affirming and respectful behavior in their interactions with other members of the University community.** High standards of dress and behavior are held on the WWU campus. Disrespectful actions, regardless of the severity, are not acceptable. These actions include those based on differences in race, culture, religion, gender, sexual orientation, age or ability. This right is violated by acts of intimidation and dishonesty, and conduct that is immoral, disorderly, lewd, indecent or obscene as expressed in language, action or personal appearance.

**WWU students have the right to compete on a fair and equal basis for academic recognition.** This right precludes such behaviors as cheating, plagiarism and other acts of academic dishonesty.

**WWU students have the right to an environment that promotes wellness and safety.** University life demands a high level of alertness and mental fitness. Students are encouraged to make time in their schedules for adequate rest and exercise. The campus food service provides nutritionally balanced, wholesome vegetarian food.

Behaviors that violate this right include physical, sexual, verbal and emotional harassment/abuse; threatening and dangerous behavior; breaking and entering; theft; obstructing or disrupting the study, work, social or religious life of others; and possession of firearms, other weapons and explosives.

Upon request, the Student Life office will provide a copy of The Student Right to Know and Campus Security Act which requires the University to fully inform students of campus crime and security, and encourages students to become aware of, and involved in, crime prevention. The right to wellness and safety demands a drug-, alcohol- and tobacco-free environment. (See Drug and Alcohol Policies beginning on page 21.)

**WWU students have the right to create, join and lead organizations and clubs that are consistent with the University mission and objectives.** Walla Walla University promotes student participation and leadership opportunities through a variety of clubs and organizations. Students may contact the Student Activities Director (527-2799) and the Chaplain’s office (527-2343) for information about how to become involved.
WWU students have the right to acceptable modes of public expression and respectful disagreement. The responsibilities that accompany this right to expression include appropriate levels of personal and journalistic restraint based on the standards and values upheld by WWU and the University community.

WWU students have the right to impartial and appropriate discipline. Within the guidelines of WWU policies (see page 19) a committee of faculty and staff administer the discipline of students who violate rights and responsibilities. Every effort is made to provide consistent and fair discipline in a confidential setting. Students have the right to appeal disciplinary actions. (See the Residence Hall Handbook, the Student Handbook on page 26 and the WWU Governance Handbook.)

Academics

Academic Distinction
The Distinguished Dean’s List recognizes students who have earned a minimum of 15 hours per quarter [excluding satisfactory (S) credits, classes in progress (IP) and incompletes (I)] and have achieved a grade-point average of 3.75 or better. The Dean’s List consists of students who have earned a minimum of 15 hours per quarter [excluding satisfactory (S) credits, classes in progress (IP) and incompletes (I)] and have achieved a grade-point average between 3.50 and 3.75.

Academic Integrity
Cheating, collaboration and plagiarism lack the integrity essential to the ethos of WWU and what is expected of WWU students. After appropriate review by the parties involved, these acts may result in suspension or dismissal from school, or a failing grade on an assignment, test or in the entire class.

Academic Support
To assist in planning your course of study you will be assigned an academic advisor who specializes in your specific area of study. Other resources on campus that are here to assist you include the Counseling Resource Center, the Academic Advisement office and the Teaching Learning Center. If you need further help in finding appropriate academic services or assistance regarding academic issues, please see the Associate Vice President for Academic Administration. Students who do not maintain a 2.0 grade-point average or above will be placed on academic probation.

Requests for exceptions to academic policy published here or in detail in the WWU Bulletin must be made to the Academic Standards Committee. Exceptions include program changes, petitions for independent study, extra credit hours, dual registration and any other related academic questions.

Admission Process
Student life at WWU begins with the admission process. Prospective students may apply for admission in person at the Admissions office, via the Internet at http://www.wallawalla.edu/attend-wwu/contact-us/get-more-info/or by requesting an application form by telephone, fax, e-mail or letter.

When your application is complete and you have received a letter of acceptance you may:
• Register for classes.
• Begin a campus-related job if desired.
• Receive a campus-housing assignment according to University-housing policies.
• Have your Housing Information/Application/Reapplication to Live in Non-Residence Hall Housing form approved by the Student Life office.

The registration process includes making necessary financial arrangements with the Student Financial Services office, obtaining a student ID card and consulting with an academic advisor regarding your intended course of study.

Class Attendance
You are responsible for punctual and regular attendance at each class and laboratory for which you are registered. Missing instruction for any reason could jeopardize your course grade. Emergency arrangements for unusual situations may be made through the teacher involved or the Academic Administration office.
Examination Schedule
Final examinations must be taken at scheduled times. Petitions for exemptions must be made through the Associate Vice President for Academic Administration at 527-2395. A fee may be charged for exemptions granted. If you are scheduled for three tests in a row or four tests in one day you may file an out-of-schedule exam request at no charge.

Financial Information
United States citizens, permanent residents and students from Northern Marianas or Palau may be eligible to apply for financial aid. Be sure to check with Student Financial Services for available state and federal financial aid (grants, loans and scholarships), and for student-employment opportunities on campus.

Placement and Cooperative Education
Students in cooperative-education programs apply their formal academic education to the professional working environment. Co-op credit in the major may be requested from any academic department on campus. Site placement is arranged through the combined efforts of the co-op office, academic advisor and the student. Co-op student supervision and evaluation is the joint responsibility of the academic advisor, work supervisor and the co-op coordinator.

For further information about co-op placement you may contact the Placement and Cooperative Education office (527-2664).

International students must also receive clearance from the International Student Advisor in the Admissions office before any cooperative-education experience is undertaken.

Summer Program
A variety of general-studies and upper-division classes are offered each summer. Classes are held on the main campus in University Place, on the Portland Campus and at the Rosario Beach Marine Station. Specific summer offerings vary with demand, but you can expect the same quality education that is provided during the school year, along with work opportunities and a more flexible class schedule. Summer Start and Summer Bonus are special programs available to qualified students. For more information, contact the Summer Session Director (527-2395).

The weekly Breakaway program provides summer students with social and recreational balance. Campus Ministries schedules vespers, Sabbath evening reflections and other outreach opportunities for students. For more information on Breakaway social and recreational activities, contact the Student Activities Director (527-2799).

Veteran’s Affairs
Walla Walla University is an approved training institution for veterans eligible for educational benefits. The required course load is twelve hours per quarter to maintain eligibility to receive maximum benefits. If you have questions about veteran’s policies, please contact the Veteran’s Administration coordinator in the office of Academic Records (509) 527-2491

Withdrawal
If you must withdraw from the University for academic, financial or other reason, you must meet with one of the following individuals to discuss the problem and we will attempt to find a solution:

- Vice President for Academic or Student Life and Mission
- Director of Admissions
- Student Finance Counselor
- Faculty Counselor/Advisor
- Residence-Hall Dean

Campus Life

ASWWU Organization
All undergraduate students taking six credit hours or more are members of the Associated Students of Walla Walla University (ASWWU). Dues are assessed each quarter to fund a variety of student-planned activities
and services. Some events or publications may require additional fees. Services and activities sponsored by ASWWU include:

Religious Activities. On- and off-campus outreach programs, vespers, musical programs, religious emphasis weekends and Student Week of Prayer.

Publications. The Mask (student/faculty/staff pictorial directory), Mountain Ash (yearbook), Collegian (student newspaper). Editors of these publications are reviewed by the Media Board, appointed by the ASWWU president, and approved by the ASWWU Senate.

Social Activities. Welcome Back Bash, Barn Party, Snow Frolic, Campus Day, Spring Jam, Dead-Week Activities, weekend activities, mid-week stress relief and certain sports activities.

Student Association Center (SAC). The SAC is operated and maintained by the ASWWU and is a place where students gather to relax, study, conduct meetings and enjoy their leisure time. Amenities include a snack bar, lounge area, television and pool table. To reserve the SAC for larger functions, contact the SAC Manager through the ASWWU office by e-mailing aswwu@wallawalla.edu

Student Government. ASWWU Officers and Student Senators are elected by WWU students. These positions give students opportunities to positively impact student life at WWU, and to develop and practice valuable leadership, administrative and interpersonal skills. ASWWU officers are elected annually. Each officer must have and maintain a cumulative grade-point average of at least 2.0 and be free of major disciplinary actions.

Job descriptions and eligibility requirements for elected and appointed offices are available at the Student Life and Mission office (527-2511).

**Chaplain’s Office**
The CHAPLAIN'S OFFICE oversees the synthesis of spiritually-related programs and activities on campus in order to nurture a vibrant spiritual environment at Walla Walla University. Every student has the opportunity to participate in worship, community service, Bible study, and prayer groups.

**Campus Ministries**
Coordinated by the Chaplain, Campus Ministries involves several organizations with student leadership and participation.

- Awakening. The Awakening is an on-campus worship service, which seeks to uplift the name of Jesus Christ through exciting and relevant programs. The Awakening treasures community and strives to involve many people, both University students and locals from College Place and Walla Walla. Learn more about The Awakening and sign-up for posts at [http://www.facebook.com/theawakening](http://www.facebook.com/theawakening).

- Collegiate Advocates for Better Living (CABL). CABL promotes a positive, healthy Christian lifestyle through its activities and programs. The organization emphasizes drug- and alcohol-free lifestyles by offering, instead, outdoor activities such as biking, rock climbing, and backpacking coordinated by students and sponsors.

- Outreach Activities: Opportunities for outreach are available for students to serve local community members and families.

- Prayer Ministry. An active prayer ministry on campus includes prayer requests, prayer warriors, and prayer vigils.

- Volunteer Ministries: This ministry seeks to connect people to ministry opportunities on campus, at the church, and within the community. Events may include but are not limited to Sabbath afternoon events. If you are interested in engaging in ministry, you may sign-up to volunteer at [www.wallawalla.edu/get-involved](http://www.wallawalla.edu/get-involved).
- Small Groups. A variety of small groups meet regularly and are open to all students. These groups provide both fellowship and spiritual enrichment. You may see what groups are meeting currently, as well as preview some resources at www.wallawalla.edu/small-groups.

- Vespers. Every Friday evening, the campus meets in the University Church sanctuary for a vespers program planned by Campus Ministries. The purpose of the Vespers program is to welcome the Sabbath with an opportunity to gather as a community and fix our thoughts above. For a Vespers schedule, you may visit our website listed below.

- Community Service: Opportunities for community service are regularly available. These services may include yard work, house maintenance, helping an individual or family move, or other such contributions to community members who need assistance. In addition, Service Day, a campus-wide activity, is offered every fall to make a campus contribution to the community.

**University CommUnity**
A weekly University CommUnity program brings the campus together for fellowship, music, and a variety of programs designed to enhance spiritual growth. CommUnity programs include the following content areas: worship, service, human behavior, ideas, the natural world, campus life, and the arts.

**Student Missions**
An active Student Missions organization helps fulfill the global mission of the Seventh-day Adventist Church by volunteering in various North American and international locations. The Director of Student Missions and a staff of students, supports the short-term and long-term mission trips that WWU sponsors each year. Many students from WWU choose to volunteer as student missionaries during their academic career and gain leadership skills as well as spiritual enrichment.

Student Missions also offers retreats for returned student missionaries and activities for prospective volunteers. Each year, the office organizes a fundraising Food Fair featuring food from all over the world.

The Servants of the Master Club involves returning and prospective student missionaries and their friends in activities for fellowship, worship, and service.

For additional information, contact the Chaplain’s office (527-2343) or visit the Campus Ministries web site at http://www.wallawalla.edu/life-at-wwu/spiritual-life-and-mission/student-missions/

**Class Organization**
In preparation for graduation, the WWU president meets with the junior and senior classes to assist with class organization. Class officers organize a variety of graduation-related events and other activities. When these are concluded, the junior and senior class president and treasurer must file class income and expenditures with their respective class sponsors and the Student Activities Office. Additional information about class organization may be obtained through the President’s office (527-2121) or the Student Activities Office (527-2799).

**Clubs**
Students have the opportunity to become involved in a number of co-curricular activities. Through membership in campus clubs students establish friendships with others who share common goals and interests whether spiritual, social, recreational, cultural, political or educational. Students are encouraged to become involved by joining an established academic or special-interest club, or by forming a new club.

All clubs must be registered with the Student Activities office, be open to all WWU students and receive approval from the President’s Cabinet. Contact the Student Activities office (527-2799) for a Club Handbook, club registration forms, and further information and assistance, or go online at: http://people.wallawalla.edu/clubs/

Academic groups planning off-campus activities must make arrangements through the Academic Administration office (527-2395). Students are individually responsible for all arrangements concerning class, laboratory, work and residence-hall appointments.

Special interest club activities must follow the guidelines specified in the Club Handbook. Overnight and weekend outings of mixed-gender groups will be approved only with adequate chaperonage. Mixed gender sleeping accommodations are not permitted. Engaging in any sexual activity which violates
biblical principles, is prohibited and will result in disciplinary action. All students participating in off-campus activities must stay with the group the entire time and remain within designated limits and participate in planned activities.

**University Church**
The University Church exists to connect students with Christ. You are invited to worship at the church every Saturday morning at 9:30 AM and 12:00 Noon. The University Church pastoral staff is here to serve you and to facilitate worship that is relevant, life changing and fun.

**Residence-Hall Life**
To make your transition to the WWU residence hall an easy one, get acquainted with the “house rules” once you arrive. Check with your dean for a copy of the Residence Hall Handbook Guidelines for house rules and note the sections about “Personal Property Insurance,” “Worships and Worship Schedule” and “Curfew Information”.

**Social Standards**
We want each student to experience positive social development at Walla Walla University. Each student will have opportunities to participate in a variety of cultural, social and recreational activities, gaining friendships and experience in living. Relationships amongst mixed genders are natural and meaningful as long as they are held to scriptural, Christ-like standards. Sexual activity contrary to biblical standards is not acceptable or appropriate for our students, and violation of such standards may be cause for suspension or dismissal. In addition, the philosophy at WWU is that you act appropriately for the occasion, which includes limiting your public display of affection to modest and self-respecting behavior. The community as a whole determines what is considered tasteful.

**STUDENT SERVICES**

**Athletic Program**
Recognizing that athletics are an integral part of campus life at WWU, the athletic program is designed to provide opportunities for Christian athletes to participate and excel in high-level athletic endeavors.

Phone: 527-2887
Location: Winters Educational Complex
Hours: Monday-Thursday 9:00 a.m. – 5:00 p.m.
Friday 9:00 a.m. – 12:00 p.m.

**Campus Chaplain**
The Chaplain’s Office welcomes students seeking spiritual direction and pastoral care, as well as helping those seeking baptism or pre-marital counseling. The campus chaplain coordinates religious activities and programs through a variety of Campus Ministries organizations as described beginning on page 10.
Phone: 527-2343
Location: Chaplain’s Office, 301 S. University Ave.
Hours: Monday-Thursday 9:00 a.m. - 5:00 p.m.
Friday 9:00 a.m. - 12:00 p.m.

**Campus Health and Wellness**
The University helps provide for your medical needs by having nurses and a nurse practitioner available on campus. Appointments may be arranged with either a female or male nurse practitioner for physical examinations and other medical needs. Medications and lab work prescribed by Campus Health Services can be charged to your student account. Chronic and emergency services are referred.

Walla Walla University provides each enrolled, tuition-paying student with injury and accident insurance up to $2,000 per occurrence. This covers most **accidents** on campus and campus-owned housing during the school year or term for which they are enrolled. It does **not** cover accidents occurring off campus, with
the exception of University sponsored activities. The Eligible Student is not covered during published breaks, including summer, from the time the student leaves for breaks, during breaks, and up to the time the Covered Student is back on campus, with the exception of WWU sponsored activities.

Optional medical and sickness insurance is available for $825.00 for the 2005-06 school year.

Insurance claims are made through Campus Health Services. It is the student’s responsibility to report all accidents to Campus Health Services and to file any necessary claim forms.

The University requires all students to maintain current immunization status. This includes two Measles-Mumps-Rubella immunizations and a Tetanus-Diphtheria inoculation within the past nine years. All new students must have a TB skin test and a physical examination within the six months prior to registration. The vaccines and skin test are available at Campus Health Services for a fee to the student. To expedite the registration process, physical exams obtained prior to arrival on campus are encouraged.

Phone : 527-2425
Web site: http://www.WWU.edu/services/health
Location : Meske Hall
Hours : Mon, Wed, Thurs 9:00 a.m. - 12:00 p.m. 1:00 p.m. - 4:00 p.m.
        Tue 9:00 a.m. - 10:30 a.m. 1:00 p.m. - 4:00 p.m.
        Friday 9:00 a.m. - 12:00 p.m.

Campus Security
Campus Security offers a number of services to the University community that are designed to enhance campus safety and security.

“Safety Escort” is a service that provides students with an escort anywhere within a two-block radius of campus from 6:00 p.m. to 6:00 a.m. Requests for an escort can be made by calling the Campus Security Hotline at 527-2222.

All vehicles must be registered at the Campus Security Office. For more information about campus security, and vehicle policies and procedures, please refer to Vehicle Regulations, Violations, Fines and Procedures on page 32.

Emergency Information
In the event of an emergency, Walla Walla University will use e2Campus to spread information by any of the following means, as appropriate: text message, campus email, and emergency banner on www.wallawalla.edu, telephone calls to campus extensions. To sign up to receive text messages, visit www.wallawalla.edu/e2campus. Emergency information may also be available via radio (KGTS 91.3 FM) and television.

To report a life-threatening emergency, immediately call 911. To report any other crisis, please notify Campus Security, 527-2222.

Reporting an Emergency (Emergency Numbers):
Emergency…………………………… 911
Fire…………………………………… 911
Police ………………………………. 911
Ambulance………………………… 911
Campus Security………………… 527-2222

Non-emergency numbers:
Campus Security………………… 527-2222
Plant Services…………………. 527-2925
Campus Health Services…… 527-2425
Risk & Safety Management….. 527-2250
Mental Health Crisis Line…… 522-4278
Fire…………………………………… 525-2960
Police ………………………………. 525-1960
Poison Control Center………… 800/732-6985
Give the Dispatcher:

- Your location
- The nature of the emergency
- Phone number from which you are calling
- Your name
- Other information as directed
- Do not hang up unless there is an immediate threat to your safety.
- Report any accident or injury to WWU (see below).

Reporting an Accident or Injury to WWU

Report any injury to your supervisor, instructor or residence call dean.

An injured employee and the supervisor must complete an Incident Report available from Human Resources at 527-2820.

An injured student or University guest would complete an Incident Report available from Campus Health Services at 527-2425. After hours, Incident Reports are available from Campus Security at 527-2222 or on the WWU web page.

The department head, supervisor or instructor should inspect the site and complete the Accident Investigation Report

University Bookstore
The University Bookstore carries all the textbooks, school supplies, P.E. clothes, engineering and art supplies necessary for students. These materials may be charged to your account with a valid WWU ID card. Gift items, sweatshirts, T-shirts, general books and snack foods (including homemade fudge) are also available. Personal checks, American Express, Discover, MasterCard and VISA are accepted. Book Buyback is held Monday through Friday noon during finals week each quarter. Software at educational prices is available to all enrolled students. Special orders are always welcome.
Phone: 527-2441
Web site: http://www.wallawalla.edu/store
Location: 295 S. University Avenue
Hours: Monday - Thursday 8:30 a.m. - 5:30 p.m.
Friday 8:30 a.m. - 1:00 p.m.
Sunday 12-2 (when school's in session)
Holidays as posted

Counseling and Testing Services
Counseling and Testing Services offers general counseling services; alcohol/drug assessment, counseling and referral; and general testing services.

Professional counseling staff members have a personal concern for you as a student and are here to help you achieve your goals. Following Christ's example, we help you determine holistic solutions to problem solving in an environment of respect and acceptance. Counselors are available for confidential individual sessions at no cost. Counseling groups may be available as well. Counselors can help with problems such as:

- anxiety
• depression  
• separation from parents  
• relationship struggles  
• child abuse  
• stress and time management  
• loss and grief  

In keeping with the commitment of Walla Walla University to provide an environment where students can grow intellectually, spiritually, emotionally, and physically, Counseling and Testing Services provides counseling services for alcohol and drug problems as well as providing campus drug prevention programs. The following support services are provided in this area.

• Individual, confidential counseling  
• Individual drug/alcohol assessment  
• Counseling referrals  

Counseling and Testing Services maintains a resource library of information concerning alcohol and other drugs. Videos, books, tapes, pamphlets, and handouts can provide resources for papers and speeches.

Consultation is available to help student clubs or departments plan, initiate and evaluate substance abuse information. Help is provided for campus groups to assess needs and develop policy statements. Students are also trained to recognize substance abuse, to help friends who do not want help, and to understand addictions.

In addition to the various counseling services, Counseling and Testing Services is also in charge of the majority of standardized testing on campus. The tests administered include entrance examinations as well as senior comprehensives for many departments and required exit examinations. Pre-professional examinations are given on national test dates (for non-Saturday centers) and include such tests as the LSAT and GRE subject. The testing coordinator strives to answer all questions regarding standardized testing and requirements for graduation as well as graduate programs.

CLEP examinations and correspondence tests are also proctored at the Center, as well as various personality tests used by counselors and for class assignments.

Phone: 527-2147  
Location: Meske Hall Room 222  
Hours: Monday - Thursday 1:00 p.m. - 4:00 p.m.  
Friday 9:00 a.m. - 12:00 p.m.

Disability Support Services
Walla Walla University subscribes fully to equal education opportunity policies. The University does not discriminate against students with disabilities who are otherwise qualified. The office of Disability Support Services (DSS) provides access and accommodations to programs at WWU for students with disabilities. Workplace access is provided by the office of Human Resources but may be coordinated through the DSS office. Reasonable modifications may include physical access to buildings and classrooms, academic accommodations, housing or other campus life access needs.

Students who know they have a learning, physical, or medical disability or suspect they do should make an appointment with the DSS Coordinator. The student and coordinator will review the student's history, documentation, and needs to determine possible accommodations. Each request is considered individually. If additional testing is needed, the coordinator and student may discuss possible options.

Accommodations for academic adjustments are not retroactive, so students should contact the DSS Coordinator as soon as possible to discuss his/her needs. For a list of specific services offered and documentation required, contact the Disability Support Services office.

Requests for special housing accommodations due to health impairments or other disabilities are evaluated carefully. If documentation supports the requested accommodation, the Coordinator of Disability
Support Services will notify the Student Life office and verify the appropriateness based on ADA eligibility criteria. Student Life will make the final decision based on the availability of suitable rooms and space.

Documentation of the disability should be sent to the Disability Support Services office. At the same time, a request for housing accommodation should be made through the office of Student Life.

Phone: 509-527-2366
Web Site: http://www.wallawalla.edu/resources/student-support-services/disability-support-services/
Location: Village Hall, Lower level
Hours: Monday-Thursday: 9:00 a.m. - 5:00 p.m.
         Friday: 9:00 a.m. - 12:00 p.m.

Food Service
SODEXO, Campus Dining Services prepares vegetarian and vegan cuisine. All students residing in University residence halls are expected to select a meal plan and have their meals in the main dining hall or the snack bar in the Student Association Center. Students living in the community may pay by way of cash, credit card or student ID card.

Phone: 527-2732
Website: http://wwudining.com/
Location: Dining Hall in Kellogg Hall

Hours:
Monday – Friday
7:00am – 2:00pm
5:00pm – 7:00pm

Saturday & Sunday
10:30am – 2:00pm
5:00pm – 7:00pm
Location: Snack Bar at the SAC

Hours:
Monday – Thursday
8:00am – 10:00pm

Friday
8:00am – 2:00pm

Saturday
CLOSED

Sunday
6:00pm – 10:00pm

Meal Plans – all you care to eat
We offer a retail dining meal plan for our resident hall students and those that live off campus. Simply present your Walla Walla University ID card at any campus dining location and the amount of your purchase will be charged to your Walla Walla account. If you need further assistance simply contact: Miles Rottman at 509.527.2731 or email: sodexo@wallawalla.edu.

DIETARY NEEDS
Do you have particular dietary needs? No problem! Our Campus Dining Services Program can accommodate your special dietary requirements. For more information, please contact Miles Rottman at 509.527.2731 or email: sodexo@wallawalla.edu.

Platinum.............19 meals per week..........................$XXX per quarter (See website for updated prices)
Platinum Flex......15 meals per week plus $150 flex..$XXX per quarter

Gold......................15 meals per week..........................$XXX per quarter

Gold Flex..................12 meals per week plus $100 flex..$XXX per quarter

Silver.......................8 meals per week...........................$XXX per quarter

Silver Flex.............6 meals per week plus $75 flex.....$XXX per quarter

Information Services
Information Services directs the areas of Computer Services and Telephone Services.
Phone: 527-2317

Computer Services
A campus-wide network connects all campus computers. The campus network has an Internet connection providing all computers with full Internet access. Four general-purpose computer labs are available for student use: the Winter Educational Complex (WEC) lab, the Rigby Hall (RGH) lab, and two in Kretschmar Hall (KRH).

One hundred percent of residence-hall rooms have network connections to the campus network. Laser printers are available in the residence-hall lobbies for students with campus network connections in their rooms.

Policies for Responsible Computing provide information concerning the proper and appropriate use of our computer facilities. The policies are available on the WWU Web site at http://www.wallawalla.edu/index.php?id=7401

During evening hours lab assistants are available in the labs to supervise and assist students. All students automatically receive a computer and e-mail account. Laser printing is free. Use it wisely.

Telephone Services
Telephone and voicemail service is provided for resident-hall students. There is no charge for on-campus calls, local calls and voicemail service for residence-hall rooms. Students must supply their own telephone.

Long-distance phone service is not available through the University.

Off-campus residents must make telephone arrangements with Century Link Communications and a long-distance carrier of their choice.

The use of University extensions (dorm room phone numbers) on calling cards used by students is strictly prohibited. This includes giving your number to any business that you may or have purchased from or signed up for any services from. Illegal or immoral use of tampering with telephones and/or telephone charges is unacceptable and will result in disciplinary action that will include a minimum automatic $500 fine and potential involvement of the authorities. The following are examples of inappropriate use of the phone system:

- Accepting collect calls.
- Prank, obscene or harassing phone calls.
- Calling card misuse.
- Calls to phone-sex lines or phone-dating lines that involve callbacks and line charges.

Information Services will investigate all cases of phone misuse.

Phone: 527-2317
Web site: http://www.wallawalla.edu/index.php?id=7401
Location: Rigby Hall basement
Hours: Monday-Thursday 8:00 a.m. - 12:00 p.m.
       1:00 p.m. - 6:00 p.m.
       Friday 8:00 a.m. - 12:00 p.m.

Intramurals and Recreation
Walla Walla University encourages students to participate in athletic activities that provide opportunities for exercise and development of friendships through team and individual activities. Intramural sports options
include flagball, basketball, volleyball, floor hockey, soccer and softball. Intramural sign-ups for men and women take place at the beginning of each quarter. Health and Physical Education facilities include tennis and racquetball courts, two weight rooms, Stairmaster machines, a climbing wall, a swimming pool and a standard gymnasium. The issue room (also known as —The Cage]) will loan athletic equipment for use in the gym. To check out equipment you must present a current, valid WWU ID card to the issue-room employee. All students using HPE facilities must obey posted regulations as well as the directions of instructors and other HPE personnel. Phone: 527-2325 Location: Winter Educational Complex

Library and Information Resources
Peterson Memorial Library, on the main campus, and the School of Nursing Library on the Portland campus provide resources such as books, periodicals, DVD's, videos, CD's, and audio tapes. Interlibrary loan and document delivery are available on both campuses as are viewing and listening facilities. As a member of the Orbis Cascade Alliance, students may borrow books and other materials directly from the Summit catalog. Summit is a powerful web resource offering borrowing access to more than 9.2 million unique books and other materials from 35 other college and university libraries in Washington and Oregon. Materials requested directly from the Summit catalog usually arrive within 3-4 days.

Peterson Memorial Library hosts a computer lab and provides public access computers in the lobby, wireless service throughout the building, a photocopier, a microfiche reader/printer, and brochures containing pointers on finding periodicals, using the catalog, and wireless networking. LCD Projectors are also available for checkout.

A valid WWU ID card must be presented to check out library and Summit materials. Check the library's website at http://library.wallawalla.edu for access to the online catalog, full-text articles, Summit catalog and other resources.

Peterson Memorial Library, main campus
Phone: 527-2134
Regular Hours:
Sunday 10:00 a.m. - 11:00 p.m.
Monday-Thursday 8:00 a.m. - 11:00 p.m.
Friday 8:00 a.m. - 2:30 p.m.

The last two and one half weeks of fall, winter and spring quarters, the library offers extended hours and is open until midnight Sunday through Thursday. Late night hours end the Tuesday before the last day of finals.

School of Nursing Library, Portland campus
Phone: From College Place: 527-2330 x 7306
In Portland: (503) 251-6115 x 7306
Regular Hours:
Sunday 1:00 p.m. - 9:00 p.m.
Monday-Thursday 8:00 a.m. - 9:00 p.m.
Friday 9:00 a.m. -- 3:00 p.m.

Office of Diversity
The Office of Diversity provides information, assistance, consultation and advocacy for all matters relating to Diversity at Walla Walla University. This includes, but is not limited to, ethnic, culture, gender, and economic diversity. For more information, contact Pedrito Maynard-Reid, assistant to the president for diversity at:
Phone: 509-527-2028
Location: 3rd floor of the Administration Bldg.
Student Activities
The Office of Student Activities promotes involvement and participation in a wide variety of campus activities focused on meeting varying student interests. These activities are planned through the Student Activities office and cooperatively with campus clubs, organizations and departments. Activities include a wide variety of mid-week and weekend activities for fellowship, involvement, interaction, recreation, relaxation, renewal and service.

Mountain Rents has cross-country skiing, snow shoes, canoeing, camping, and lots of other equipment available for rent for a nominal cash fee.
Phone: 527-2799
Location: Kellogg Hall, ground level entrance to SAC, ASWWU and Student Life and Mission

Teaching Learning Center
The Teaching Learning Center offers free drop-in tutoring for many lower-division courses. Private tutoring is available for a minimal fee to all enrolled students in any class at WWU.
Phone: 527-2313
E-mail: tlc1@wallawalla.edu
Web site: http://www.wallawalla.edu/resources/student-support-services/teaching-learning-center/
Location: Village Hall, lower level

WWU Village Housing Office Mission Statement:
The Walla Walla University Village Housing Office at Walla Walla University exists to build a bridge between the Village Students and the main campus of Walla Walla University in order to strengthen and serve our community, equip students for life beyond WWU, provide a healthy environment that encourages personal development, and give glory to God in all we do.

WWU Village Housing Office Role:
The WWU Village Housing Office manages 143 apartments and 40 houses which are available to current WWU students who are: seniors, over 22, married or who have children. The office also manages a small number of guestrooms for parents, alumni and church members. You may reach the WWU Village Housing Office by calling 509-527-2109 for questions or reservations. For more information, please visit our web site at www.wallawalla.edu/village

WWU Village Housing Office Values:
  o A commitment to uphold the values, vision, and mission of Walla Walla University and the Seventh-day Adventist Church.
  o Any opportunity that serves to strengthen our University Community and impact the community around us.
  o An environment that promotes and encourages the academic, spiritual, and social development of the individual.
  o An open invitation for all village students to be involved in cultivating a rich and memorable Village Experience.

POLICIES
By selecting to attend WWU, you are expected to:
  • Obey local, state and federal regulations as well as University policies.
  • Conform to stipulations of disciplinary action.
• Maintain a lifestyle in accordance with Adventist Christian principles.

Examples of unacceptable behavior include, but are not limited to:
• Violation of WWU policy.
• Use of profane language.
• Possession or viewing of obscene materials.
• Use of tobacco, alcohol or non-medical drugs or allowing their use in your residence.
• Gambling.
• Attending places of entertainment such as nightclubs and bars.
• Certain forms of dance, and settings and/or venues, are considered inappropriate.
• Being involved in morally or ethically questionable behavior.
• Disseminating ideas that undermine the religious ideals of the University.
• Displaying an attitude that is out of harmony with school philosophies or that influences others detrimentally.
• Disrupting the academic learning environment or administration of the University.
• Engaging in any sexual activity which violates biblical principles.

For clarification regarding unacceptable behavior, contact the Vice President for Student Life and Mission. For more detailed and specific information about WWU policies, please refer to page 19 of the Student Handbook.

Activities Approval
On campus organizations or clubs planning off-campus social, recreational, entertainment, or religious activities must make proper advance arrangements through their sponsor(s). Overnight or weekend outings of mixed groups will be approved only with adequate chaperonage. Mixed gender sleeping accommodations are not permitted. Students participating in off-campus activities must stay with the group the entire time, remain within designated limits and participate in planned activities. Any student participating in such off-campus outings is responsible for all arrangements concerning class, laboratory, work and residence hall appointments. Off-campus Activities forms may be obtained through the Student Activities office.

Business Activities on Campus
As a tax-exempt educational institution, WWU is prohibited from allowing commercial activities on campus. Students interested in the specifics of these regulations or who think a planned activity may qualify for special permission may contact the Vice President for Financial Administration.

Disciplinary Procedures
Most students do not encounter disciplinary action while attending WWU. It is the University's policy that each situation be treated on an individual basis, in a Christian manner and with the least possible personal embarrassment and disruption of the student’s education.

If a student comes under disciplinary action by violating University regulations and policies, the residence-hall deans, the Vice President for Student Life, the Resident Life Council, and/or the Government Committee will seek a solution to the problem and obtain appropriate support that may involve contacting the student’s parents, restitution and any one of the several levels of discipline. Discipline does not necessarily proceed consecutively through each of the following levels, and the University may proceed directly to any level, including dismissal from WWU, in its sole discretion based on the totality of the circumstances:

1. Verbal and/or written warning from a residence-hall dean or the Vice President for Student Life for a minor offense.
2. Reprimand with restriction of privileges.
3. Monetary fine or other restitution.
4. Citizenship probation in which any further violation of WWU expectations and policies would cause a student’s status to be immediately reevaluated. During the probationary period, restrictions may be placed on the student's activities and/or living status.
6. Suspension from classes.
7. A request for withdrawal from school.
8. Dismissal from WWU.

If a student is called before the Government Committee (the student discipline committee), the student will receive:

1. Notification of the complaint, and the time and place of a hearing.
2. Advisement of the right to appear and/or be represented by a voting member of the academic community (advocate), and/or a non-voting student advocate.
3. Advisement of the right to appeal. Any appeal must be filed within 48 hours of the Government Committee’s decision.

Following any action, the student will be notified by the Government Committee chairperson or the Vice President for Student Life. Parents may be notified if any student violates Walla Walla University policies and/or if discipline threatens their stay in school. Copies of the official statement of disciplinary action will be placed in a personal file, sent to the student’s parents, and sent to the residence-hall dean as appropriate. A student may file a written response at any time to be placed in his/her personal file. Upon graduation, a student may request in writing that their disciplinary file be purged. A copy of the Grievance Procedures (right to appeal) is available through the Student Life office.

**Dress Code**

Students are expected to apply Christian principles and mature judgment to dress and appearance.

The University stresses modesty, appropriateness and neatness. To maintain an academic atmosphere, neat street clothing is appropriate on campus. Immodest clothing such as tight-fitting garments, low necklines, short skirts, short shorts, tank tops, bare-midriff items, obscene, offensive slogans or graphics are not appropriate. Hairstyles and the use of cosmetics should be tasteful and not extreme. Wearing jewelry (except wedding bands) is discouraged.

**Drug and Alcohol Policies**

Part of the WWU mission is a commitment to providing an atmosphere of creative learning and healthful living for students. The personal hazards involved with substance abuse and the detrimental affects such abuse has on others undermines this commitment to students. Therefore, WWU upholds policies that prohibit the use of alcohol, tobacco and unlawful drugs. Students are expected to practice this lifestyle while on or off campus.

**Confidentiality and Voluntary Referral**

Any student who feels he/she needs help overcoming an alcohol or drug problem is encouraged to talk with a counselor at Counseling & Testing Services. The counselor will first evaluate the student's drug or alcohol involvement, and then work with the student to plan a program of recovery.

All drug investigation and drug-testing information is confidential. A Medical Review Officer/Campus Health Director relates to all employees and students under the usual confidential doctor-patient relationship and so maintains all drug-testing information with the provision that if there is no reasonable medical evidence supporting a positive result, such result will be disclosed to the referring supervisor. If it is determined with reasonable certainty that there is a legitimate medical or other reason supporting positive laboratory findings, no information identifying the specific employee or student will be disclosed without written authorization by the student or employee. Any medical information provided will be treated as confidential.

**University CommUnity Philosophy**

University CommUnity offers weekly opportunities for the entire campus to gather together for worship, academic reflection and discussion, celebrations of school spirit, social outreach, and civic enlightenment.
University CommUnity Attendance Policy

- Undergraduate students are expected to attend at least 11 University CommUnity Programs each quarter of enrollment. A student who does not meet the minimum attendance requirement at the end of the quarter will receive a Registration Hold affecting academic registration. The Registration Hold will be removed when the student contracts to make up the number of missed CommUnity attendance requirements during the subsequent quarter, in addition to meeting the required 11 attendance credits for that quarter.

- Attendance credits can be obtained by attending the Tuesday morning CommUnity programs, Service Day options, ASWWU Confabs, Chamber Series Concerts (see the current CommUnity Calendar/Policy brochure or on-line at: http://www.wallawalla.edu/life-at-wwu/student-life/community/community-schedule/).

- If a second Registration Hold occurs, the hold would remain until the student met with WWU Discipline Committee (meets irregularly) in order to continue student status at WWU.

- Attendance is recorded by way of a Student ID Prox-reader at each program until 10 minutes from the beginning of the program. Students must “prox in” and “prox out” at each program in order to receive CommUnity credit.

- Students who have verified work or school related conflicts, may appeal for a reduction in University CommUnity requirements. CommUnity Reduction in Attendance Request forms are valid on a quarter by quarter basis and may be obtained from the office of Student Life and Mission (street level of Kellogg Hall). A complete work schedule and Class schedule (printed off from your myWWU account) are required with each quarters’ Reduction Request. Request for Reduction in Attendance form must be submitted by the Friday of the first week of classes for each academic quarter.

- Students who do not meet their CommUnity Attendance requirement can expect to receive a hold on their registration and the following message will appear on their registration:

  **You are now on CommUnity Probation Status.** As an undergraduate student of Walla Walla University, you agreed to comply with the CommUnity program by attending said amount of programs per quarter as listed in the WWU Student Handbook.

  - **1st offense** of non-compliance to the CommUnity program: To **remove this hold**, you may come to the Student Life and Mission Office (next to the SAC) in Kellogg Hall and sign a Statement of Intent, signifying your intent to make up the missed CommUnity program(s) during the upcoming quarter.

  - **2nd offense** of non-compliance to the CommUnity program: You have already signed a Statement of Intent. As discussed with you upon signing, your hold will remain until you have met with the Discipline Committee. Call the office of Student Life and Mission (527-2511) to make an appointment to meet with the Committee.

  - **3rd offense** of non-compliance to the CommUnity program: You will be subject to a quarter dismissal from Walla Walla University.

Attendance will not be recorded for married students, students with children, students 25 years or older, community students enrolled for 5 hours or less, or students holding a baccalaureate degree.
Policy Violations

Walla Walla University has developed the following disciplinary measures which will be taken when a student’s drug or alcohol use comes to the attention of a dean or other student administrator.

1. The student will contact Serenity Point Counseling Services (or an approved drug and alcohol assessment facility in their area) and make an appointment for a Drug/Alcohol Assessment. The cost of the assessment will be at the expense of the student and is approximately $140.00 payable to Serenity Point (the cost may vary at other assessment facilities).

2. The student will be suspended from class attendance until confirmation is provided from the assessment facility to the Office of Student Life indicating that the student has an appointment for a Drug/Alcohol Assessment.

3. The student will be asked to sign a release of confidentiality so that the Vice President for Student Life (or his designee) and Serenity Point Counseling Services (or other approved assessment facility) can work together with the student.

4. In order to maintain student status at Walla Walla University the student will be obliged to follow through with any and all recommendations made as a result of the Drug/Alcohol Assessment. All costs for treatment or educational programs will be at the student’s expense.

5. The student will be placed on Citizenship Probation for a minimum of six (6) weeks and may be subject to other disciplinary actions.

6. Continued enrollment at Walla Walla University is dependent upon the student following through with the above procedures. Should the student not comply in this process, he/she may be asked to withdraw from WWU for a specified period of time, or may be dismissed from WWU on a permanent basis.

7. A second violation of the Drug and Alcohol Policy may result in the student’s immediate dismissal from WWU.

Walla Walla University Resources
Counseling & Testing Services 527-2147
Campus Health and Wellness 527-2425

Community Resources
Alcoholics Anonymous 522-5059
Alcohol and Drug 24-Hour Help Line 1-800-562-1240
Serenity Point Counseling Services 529-6036
Narcotic Anonymous 522-7842
<table>
<thead>
<tr>
<th>DRUGS</th>
<th>DEPENDENCE</th>
<th>POSSIBLE SHORT-TERM EFFECTS</th>
<th>POSSIBLE LONG-TERM EFFECTS</th>
<th>EFFECTS OF OVERDOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Narcotics</td>
<td>Opium, Morphine, Codeine, Heroin, Hydromorphone, Meperidine (Pethidine), Methadone, other narcotics</td>
<td>High</td>
<td>Euphoria, drowsiness, respiratory depression, constricted pupils, nauosea, watery eyes, itching</td>
<td>Lowered resistance to infection, malnutrition, babies born physically dependent if mothers are using during pregnancy, birth defects</td>
</tr>
<tr>
<td>Depressants</td>
<td>Chloral Hydrate, Barbitalates, Benzo diazepines, Methaqualone, Glutimide, other depressants, Valium</td>
<td>Moderate - High</td>
<td>Slurred speech, disorientation, drunken behavior without odor of alcohol</td>
<td>Weight loss, liver function impairment, reduction of white blood cells</td>
</tr>
<tr>
<td>Stimulants</td>
<td>Cocaine, Amphetamine, Phenmetrazine, Methylphenidate, other stimulants.</td>
<td>High</td>
<td>Increased alertness; excitement; euphoria; increased pulse rate, blood pressure and temperature, insomnia; loss of appetite, dilated pupils; sweating, headache</td>
<td>Weight loss, heart failure, respiratory failure, aggressions, hostility, severe anxiety, psychosis, paranoia, vitamin deficiencies, chronic insomnia</td>
</tr>
<tr>
<td>Hallucinogens-LSD</td>
<td>Mescaline and Peyote, Amphetamine variants, Phencyclidine, Phencyclidine analogs, other hallucinogens</td>
<td>Unknown</td>
<td>Illusions and hallucinations, poor perception of time and distance, tremors, dilated pupils, insomnia, loss of appetite, impaired coordination, violent behavior, incoherent speech</td>
<td>Impaired memory, mental confusion, convulsions, heart and lung failure, ruptured blood vessels in the brain, flashbacks</td>
</tr>
<tr>
<td>Cannabis</td>
<td>Marijuana, Tetrahydrocannabinol, Hashish, Hashish Oil</td>
<td>Moderate</td>
<td>Increased heart rate, blood-shot eyes, dry mouth &amp; throat, euphoria, relaxed inhibitions, increased appetite, disoriented behavior</td>
<td>Birth defect in babies conceived by men who use, memory loss, mental confusion</td>
</tr>
<tr>
<td>Alcohol</td>
<td>Wine, beer, wine coolers, liquor</td>
<td>Moderate - High</td>
<td>Impaired judgment, impaired coordination, slowed reactions, slurred speech, memory loss, relaxed inhibitions</td>
<td>Liver, heart, pancreas disease, gastro-intestinal irritations, sexual dysfunction, lowered resistance to disease, irreversible brain &amp; nervous system damage</td>
</tr>
<tr>
<td>Tobacco</td>
<td>Cigarettes, smokeless, cigars, pipe</td>
<td>High</td>
<td>Restricted blood vessels, stimulated central nervous system, impaired breathing</td>
<td>Chronic bronchitis, emphysema, coronary heart disease, stomach ulcers</td>
</tr>
</tbody>
</table>
Entertainment
Any entertainment or activity sponsored by a WWU club or organization should be consistent with Seventh-day Adventist Christian principles. In an attempt to achieve this consistency and meet the University community’s standards of good taste, planned public entertainment must be approved by the organizing sponsor. Group leaders and sponsors are responsible for their entertainment activity.

Music performances are expected to be appropriate for the occasion. All musical groups organized by students for public performances must be approved by the office of Student Activities. Performances made without prior approval may jeopardize participant’s registration and disciplinary measures may be taken.

Fire Protection
The illegal use of, or tampering with, fire protection equipment of any sort is a violation of campus, city and state fire ordinances. If you are responsible for any such misuse or tampering, WWU and outside authorities may take disciplinary action. Periodic fire drills are held in all campus buildings.

Fires, Firearms and Fireworks
Lighting of fires and fires in general are not permitted on campus without authorization and/or a permit. Firearms, including pellet guns, BB guns and paint ball guns, are not allowed on campus. Violation will result in a fine of $250, suspension or other disciplinary action.

Inappropriate use of knives, toy weapons, makeshift weapons, other weapons, bombs, possessing or exploding fireworks or other explosives on campus is expressly forbidden. Violators are subject to campus discipline which may include suspension or dismissal and may be prosecuted under the Washington State legal code.

Grievance Policy
A prescribed grievance process ensures the right of all students, faculty and staff who feel they have been treated in an unfair, unethical or discriminatory manner by any person acting for WWU. A copy of the policy can be obtained at the Student Life and Mission office.

Housing Policy
Residential Life Statement
Walla Wall University believes that providing an environment where students live and dine together encourages community, and fosters positive outcomes associated with student learning. WWU operates as a residential campus. Students are required to live within the campus residential facilities and abide by the University Housing Policies.

Research on residential campus living shows that students who live in conventional residence halls have an advantage over students who live at home with parents or independently especially in the first few years of higher education. Some of those advantages are greater psychological development, higher retention and graduation rates, greater student satisfaction, increased educational aspiration, and other similar outcomes. Residential students also enjoy increased integration and involvement in campus life and associated activities that enrich the educational experience.

The residence hall program at WWU seeks to provide safe and productive opportunities for all students. There is a variety of professional personnel to assist meeting the needs of those residing in the residence halls. Varied and unique programs and activities are offered to provide for a successful and rewarding experience.

Single University students under 22 years of age or who have not yet earned 136 credit hours are required to live in WWU residence halls. Each resident and visitor must obey all house rules (see the Residence Hall Handbook). Visits must be arranged through normal residence-hall procedures and no visitor is to stay overnight without the permission of the residence-hall dean. To protect the privacy of all residents, members of the opposite sex are not permitted past lobby areas without prior approval of the dean.
Students having a good citizenship record, not having been on academic probation or received serious discipline during two quarters prior to the intended move, and falling into one of the following categories are readily given approval to live as a village student.

1. Living with parent(s), grandparent(s) or direct uncle or aunt who maintains their primary residence in the Walla Walla area. Copy of WA driver’s license and utility bill required.
2. Living with brother/sister who has no other roommate and is 22 years old or older. If the brother/sister is married it is recommended they be married for a year or longer.
3. Living with full time faculty/staff member.
4. Have completed 136 quarter hours.
5. 22 years of age or older.
7. Single parent. Copy of child’s birth certificate required.

Students meeting **eligibly for fall quarter and are pre-registered** can move into off-campus housing any time after the end of spring quarter.

A Housing Information/Application/Reapplication to Live in Non-Residence Hall Housing is available at the Student Life and Mission office and on the web site at: https://mywwu.wallawalla.edu/login2.php go to Student Center, Self Service, Forms, Off-Campus Eligibility Form. Complete and submit on-line.

Village students must complete a Housing Information form each year and inform the Student Life and Mission office of any change in address or phone number after the housing form is completed in order to be located easily should there be an emergency.

Village students are asked to have no overnight guests of the opposite sex, other than a parent. Any infraction of WWU regulations or expectations could be cause for a student's loss of off-campus housing.

**Human Rights Policy**
Walla Walla University is committed to equality in human rights and does not discriminate on the basis of race, culture, religion, color, gender, or national origin in the administration of educational policies, admission policies, employment programs, scholarship and loan programs, or any other school-administered program.

**Keys**
Duplicating, possessing/using keys illegally, or using keys not issued to you by WWU, will result in disciplinary action.

**Liability Policies**
Walla Walla University cannot accept responsibility for any lost, stolen or damaged items. Students are encouraged to arrange private insurance coverage for their personal belongings. Banks and a credit union are located conveniently near campus for safe-keeping of monies.

All bicycles used or parked on campus must carry a current City of College Place or Walla Walla license.

Anyone responsible for damage to University property or equipment will make restitution for that damage. Only individuals who have made appropriate arrangements are permitted access to University equipment, private areas and roofs of University buildings.

**Public Relations and Posting Policy**
Materials posted and distributed on campus must have prior approval from the Student Life office. This applies equally to materials from student, faculty, staff and off-campus organizations. Signs may only be posted in designated areas. Posting on glass doors is a safety hazard and must be avoided.

**Reasonable Accommodation Policy for Students with Disabilities**

**General Policy.** Walla Walla University does not discriminate against qualified individuals with disabilities or handicaps with respect to employment or admission practices. Applicants and/or existing employees with disabilities or handicaps may request reasonable accommodation to enable them to perform
the essential functions of their job. Students and/or student applicants with a handicap or disability may request reasonable accommodation to enable them to successfully function in the University environment.

Qualifications
A person is considered qualified if he/she:
1. Meets all eligibility criteria.
2. Is able (with or without accommodations) to perform the essential functions of an academic program, activity or job.
3. Is able to benefit from special services or accommodations without imposing a direct threat to the health and safety of
   a. himself/herself or others, if an employee.
   b. others, if a student.

Reasonable Accommodations and Procedures for Students with Disabilities
Accommodation: Qualified individuals with handicaps or disabilities may request reasonable accommodations to enable them to successfully function in the University environment.

Documentation: It is not the intent of WWU to exclude otherwise qualified students with disabilities from participation and access to its academic, housing and extracurricular programs. "Otherwise qualified" refers to students whose attributes and intelligence qualify them for admission to WWU. The University expects students who feel they qualify as disabled to provide documentation of their disability from a physician or learning specialist. The documentation must be current, within at least four years.

Procedures: Upon admission to the University, students should self-declare their known and/or suspected disabilities to the Disabilities Support Services office in order to be informed of available accommodations on this campus. The Disabilities Support Services coordinator and other entities serving the disabled student will begin making appropriate plans to accommodate the incoming student prior to his/her arrival. Letters or telephone calls from the Disabilities Support Services coordinator will allow the coordinator and the student to determine the best accommodations to serve the student’s needs. Appropriate records of diagnostic work and past services will be sent to the coordinator at this time and further testing, if appropriate, will be arranged.

Students with disabilities may request academic adjustments, which may include adaptations in the way specific courses are conducted or how course requirements are met. All accommodation requests are reviewed on a case-by-case basis.

Requests for special housing accommodations due to health impairments or other disabilities are evaluated carefully. If documentation supports the requested accommodation, the coordinator of Disability Support Services will notify the Student Life office and verify the appropriateness based on ADA eligibility criteria. Student Life will make the final decision based on the availability of suitable rooms and space.

Documentation of the disability should be sent to the Disability Support Services office. At the same time, a request for housing accommodation should be made through the office of Student Life.

Appeals
If a student or an employee is not satisfied with the accommodation offered, he/she may request that the University ADA committee review the matter. If the person is still not satisfied, he/she may petition the University Grievance Committee. An employee or student has the right to refuse an accommodation. This may mean that the employee cannot perform the essential functions of the job and is therefore not qualified for the position.

Please contact the WWU Human Resources office for information regarding reasonable accommodations and procedures for employees with disabilities.

Sexual Misconduct Policy
Walla Walla University does not tolerate sexual misconduct in any form. Sexual misconduct includes violation of biblical principles of sexuality as outlined in the Student Handbook under Student Life Agreement as well as all forms of sexual harassment. Abusive sexual behavior within the WWU community is harmful to both the learning environment and the sense of community WWU wishes to foster among students, faculty, staff and administrators. All members of the WWU community have an obligation to act responsibly in the
realm of sexuality, accepting personal responsibility for choices made about alcohol and drug consumption which might lead to violative behavior. Abusive sexual misconduct is defined as follows:

1. Actual or attempted non-consensual sexual activity such as unwanted touching, fondling, kissing, groping, attempted disrobing, or coerced physical contact and threats designed to force sexual activity.
2. Sexual penetration resulting from force or threat of force if one of the involved parties does not freely consent to sexual activity. Penetration is understood to include any orifice or opening in the body. Threats, force, or threat of force includes physical force as well as any type of coercion.

Consent requires actual words indicating a freely given agreement to have sexual intercourse or participate in sexual activities. Silence, previous sexual relationships, current relationships, or the use of alcohol and/or drugs may not be taken as an indication of consent. Use of alcohol and/or drugs by the perpetrator is not an excuse for violation of the Sexual Misconduct Policy. Engaging in sexual acts or conduct with an individual who is impaired because he or she is under the influence of alcohol or other substances may constitute sexual misconduct.

If an individual is found to have violated the Sexual Misconduct Policy, in addition to counseling at the discretion of WWU, one or more of the following sanctions may be applied, and discipline may not necessarily proceed consecutively through each of the following levels, and the University may proceed directly to any level, including dismissal from WWU, in its sole discretion based on the totality of the circumstances:

1. Warning: A formal statement that the student's behavior is unacceptable and a warning that further infractions of any institutional regulation will result in more severe disciplinary action.
2. Probation: A written reprimand that may include denial of specified social privileges, exclusion from certain campus facilities, exclusion from co-curricular activities and other appropriate measures.
3. Suspension: Termination of matriculated student status for a definite period of time from one to four quarters or until specific criteria are met.
4. Expulsion: Permanent termination of matriculated student status.

Any complaint of sexual misconduct must be formally raised with the Sexual Misconduct Response Coordinator within 18 months of the date of the alleged conduct. If the accused person is not a student on campus at the time of the raising of the complaint, he or she may later be subject to disciplinary conduct upon re-admission to WWU. It may be a condition of re-admission that the responsibility of the student be resolved with respect to any alleged sexual misconduct.

**Sexual Misconduct Protocol and Procedures**

*Information to Students:* University students will be provided information about sexual misconduct through student orientation programs and/or by reference in the *Student Handbook.*
**Reporting Procedures:** It is possible for a student to make a first report to a number of different “contact points” (see diagram) throughout the University community. If the student determines that he/she would like to pursue a University disciplinary hearing, he/she should contact the Vice President for Student Life. In order not to jeopardize the process and to protect the reputations of those involved, all information related to the incident must be kept confidential.

Once a meeting is arranged, the Vice President for Student Life, or designee, will outline the options available to the student, including how adjudication would work and the possible outcomes. If the student decides to make a charge, the Vice President for Student Life, or designee, will facilitate the process in a timely manner which will include fact finding, documentation and further proceedings.

This policy only applies to WWU campus procedures. See the local police department for any consideration of legal action.

**Response System:** The WWU sexual assault response system has two components: People, a web-like network of trained contacts throughout the University community to whom a student can turn after sexual victimization, and Protocol, a written set of instructions and guidelines for each member of the network to follow when aiding a victim of sexual misconduct.

The following are contact points to whom concerned individuals may go for direction: Vice President for Student Life, residence-hall deans or resident assistant, Campus Health Services, Counseling Resource Center or the Walla Walla Rape Response Team.

The student’s use of “contact points” and any and all services provided by associated departments is completely voluntary. The Sexual Misconduct Response Coordinator, appointed by the University president or his/her designee, will offer overall assistance and follow-up for the student.

**Sexual Misconduct Response Network Protocol**

All contacts with campus departments will be confidential, except for the anonymous report the staff member will immediately file with the Sexual Misconduct Response Coordinator.

The staff member will encourage the student to speak directly with the Sexual Misconduct Response Coordinator for support in understanding; evaluating and choosing among the services described in this protocol and will offer to facilitate such a meeting. The staff member will remind the student that all discussions with the coordinator are voluntary and confidential although the coordinator may share information with University administrators in cases where an incident presents a clear danger to the community. Any and all actions taken by the administration, including the possible release of a warning to the community, should be designed to protect the anonymity of the reporting student.

The staff member will provide immediate support, short-term problem solving and referral to the coordinator if at all possible. The primary goal will be to help the student secure needed professional services. The staff member does not need to provide ongoing counseling, but will touch base with the victim as needed. If the student chooses not to see the coordinator, the following steps are to be utilized:

- The staff member will encourage the student to consider going to the Walla Walla General Hospital emergency room for medical services.
- The staff member will remind the student that these services are voluntary and confidential (except for the filing of an anonymous sexual misconduct report form with the coordinator).
- The staff member will explain to the student that time is of the essence for medical services and retrieval of evidence, and that if the violation just occurred, the student should be careful not to inadvertently destroy evidence by showering or changing clothes. If the evidence is gathered by the medical facility, the police will be contacted to take possession of it until the student makes a decision about pursuing charges or not. The gathering of evidence does not commit the student to filing charges.
- If the reported violation occurred on campus, the staff member will encourage the student to consider filing a report with Campus Security. If the violation has occurred off-campus, the student should be advised to go to the local police with jurisdiction. The staff member will remind the student that emergency room services are voluntary and confidential (except for the filing of an anonymous sexual misconduct report form with the coordinator). In an emergency situation which presents a direct and immediate threat to others on campus, the police may alert the administration directly and together take necessary action to protect the community while respecting the anonymity of the reporting student.
- The staff member will encourage the student to seek counseling support and crisis-intervention services. The staff member will remind the student that all contacts are voluntary and confidential (except for the filing of the anonymous sexual misconduct report form with the coordinator). The staff
member will also inform the student about the local shelter for rape-crisis and domestic violence. The 24-hour crisis-intervention service telephone number is 529-9922.

• The staff member will inform the student that the University has a disciplinary hearing process for incidents of sexual misconduct. Details of this process can be confidentially discussed with the Vice President for Student Life (or other appropriate administrator) without filing charges. The Student Handbook should provide a full discussion of options, procedures and consequences.

• The staff member will file a completed checklist with their department.

Personal Transportation on Campus Policy
Walla Walla University recognizes that university students and employees may choose to use a variety of modes for personal campus transportation. These modes include, but are not limited to: bicycles, unicycles, roller blades, skate/long boards, foot scooters, etc. Users of transportation equipment are to obey all traffic and public safety laws and yield to pedestrians at all times. All individuals who use these modes of transportation do so at their own risk and assume the personal responsibility for any accidents and injuries to self, others, and physical properties, which includes the cost for any physical damages incurred. Specifically, the use of any transportation equipment (bicycle, skate/long boards, etc.) is prohibited on campus benches, stairways, railings, steps, curbs, access ramps, and in any WWU Campus building or facility. Violators of the policy may be subject to a monetary fine, and will be responsible for the cost of any damages for replacement or repair caused by the equipment. Repeat offenses of the policy could result in dismissal from the university. The City of Walla Walla provides skate parks on Myra Road and also at Tausick Way for recreational boarding activities.

Vehicle Regulations, Violations, Fines and Procedures
Vehicle use is a privilege and may be suspended or revoked by University authorities in matters of discipline. Vehicle use is defined as use or possession of a motor vehicle, including motor scooters, motor bikes, motorcycles and automobiles. Vehicle use brings the corresponding responsibilities of safe operation, and understanding and obeying University policies. Please refer to the WWU Vehicle Policy pamphlet for more information.

All students operating vehicles on campus are required to register those vehicles with Campus Security. This is to be done either during regular academic registration or within 48 hours after bringing the vehicle to campus.

Parking fines are issued to all vehicles found in violation of policies as established in the WWU Vehicle Policy pamphlet. Please refer to this pamphlet for a schedule of fines. The Campus Security office reserves the right to tow any vehicle parked on the lawn, sidewalk or in areas that block normal traffic flow.

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