



a message from the assistant vice president for student life/ dean of students

Welcome to Harding University! We are so glad you have chosen to get your degree from this excellent institution. Harding is unique by design and is a distinctly Christian university with very high expectations of its students. Harding's mission is to provide a quality education that will lead to an understanding and philosophy of life consistent with Christian ideals. This handbook is prepared especially for our students and is designed to help in preparing for a lifetime of Christian growth and living.

Upon registering, students agree to conform to the high expectations and policies set forth in this handbook. It is beneficial for the student to become familiar with the information contained within this handbook — the policies, procedures and inherent consequences of violation of the expectations set forth.

Harding is a wonderful place to learn the skills for a happy and successful life. The Office of Student Life is here to serve you as you develop socially, academically, emotionally and spiritually.

Please feel free to contact me, or any of the Student Life staff, if we can be of assistance to you.

Dr. David Collins

But the fruit of the spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control. Galatians 5:22-23



Harding is a private, Christian liberal arts university that teaches the inspiration of the Scriptures and strives to follow Christ and all he taught. Students are encouraged to live up to the high expectations and policies set forth in this handbook as they are designed for optimum development of social, academic, physical, emotional and spiritual potential.

Students and faculty are encouraged to develop a **servant-leadership-ministry lifestyle**. Good citizenship exemplifies the integration of faith, learning and living. (section 1)

Spiritual growth is encouraged, and regular attendance at church services is expected. Attendance for chapel and Bible classes is required for all students. (section 2)

Students are expected to be men and women who **pursue honesty and integrity**. Lying, cheating, stealing, or any form of dishonesty must be avoided. (section 3)

Social wellness is stressed, and students in the Christian university environment must exclude all forms of sexual immorality, pornography and profanity from their activities. (section 4)

Personal wellness is stressed, and students must abstain completely from the use of illegal drugs, alcohol or tobacco in any form. (section 5)

Students are expected to **dress modestly and appropriately at all times**. (section 6)

Sportsmanship and fair play are expected for both spectators and participants in all extracurricular activities. (section 7)

Students are **encouraged to participate** in the service, academic and nonfraternity social clubs that give them an opportunity to reflect in a small organization the mission of the University, both socially and spiritually. (section 8)

Resident students are expected to abide by a **positive residence hall code designed to encourage Christian living**. (section 9)

Students are expected to **serve others**, as this is the true test of success for any person or organization. (section 10)

SECTION 1

servant-leadership-ministry lifestyle

Whoever wants to become great among you must be your servant, and whoever wants to be first must be your slave — just as the Son of Man did not come to be served, but to serve, and to give His life as a ransom for many. Matthew 20: 26-28

In addition to the promotion of scholarly pursuits, Harding University endeavors to instill within each student a deeper spiritual quality that, coupled with academic growth, enables the student to build a happy and useful life. Harding provides a Christian environment in which spiritual growth is central. All members of Harding's administration and faculty are dedicated to building Christian character and responsibility within each student.

Harding University is built with Christ as its chief cornerstone. It provides a setting in which Christian training and participation are encouraged. Attendance at chapel and in Bible classes is required, and many other opportunities for spiritual growth are provided.

religious programs

1. Bible Lectureship — The annual Lectureship is conducted in the fall semester and centers around a theme. Numerous speakers from on and off campus participate in the program.
2. Spring Break Missions — Short-term mission trips during spring break are available for all interested students and thoroughly planned and sanctioned by the University.
3. Global Outreach (GO!) — Both domestic and foreign campaigns provide opportunities for student ministry during the summer months. Recent campaign groups have gone to Africa, Australia, the British Isles, Europe and South America, as well as the northeastern, northwestern and southeastern parts of the United States. These campaigns encourage mission growth.
4. Internship Program — The Internship Program is a facet of the Center for World Missions. This program allows students to work under the direction of missionaries in several foreign countries.
5. MOVE — Mission Opportunities in Vocational Evangelism is a program to encourage graduates to gain employment in areas where the church is weak.
6. HOPE — Harding's Outreach Program for Evangelism is an apprentice program that offers students the opportunity for "hands-on" experience in domestic or foreign missions.
7. Youth Seminar — A special seminar in youth ministry is offered each semester, and one hour of credit may be earned.

devotionals

Periodic devotionals beside the lily pool, in the amphitheater and at other locations enable one to become more aware of the wonders of God's creation. Christian fellowship and worship are stressed in devotionals held in the various residence halls.



SECTION 2

spiritual growth

Let us hold unswervingly to the hope we profess, for he who promised is faithful. And let us consider how we may spur one another on toward love and good deeds. Let us not give up meeting together, as some are in the habit of doing, but let us encourage one another ... and all the more as you see the day approaching. Hebrews 10:23-25

church services

To aid spiritual growth and to assist in the development of Christian character, students are expected to attend Sunday services and Wednesday evening services of a local congregation. The following is a partial list of congregations located in and around Searcy:

- Airport Loop Church of Christ — 1100 Airport Loop, 268-2160
- Bethel Grove Church of Christ — 820 Donny Stevens Road, Judsonia, 729-3556
- Cloverdale Church of Christ — 3000 E. Park Ave., 268-4553
- College Church of Christ — 712 E. Race Ave., 268-7156
- Covenant Fellowship Church of Christ — Carmichael Center, 801 S. Elm St., 305-4842
- Downtown Church of Christ — 900 N. Main St., 268-5383
- Downtown Church of Christ (Judsonia) — 392 Jackson, Judsonia, 729-3004
- Foothills Church of Christ — 95 Central Ave., 305-4244
- Four Mile Hill Church of Christ — 2516 Highway 16 N., 268-7645
- Griffithville Church of Christ — Griffithville, 323-4453
- Highway Church of Christ — 128 Highway Church Lane, Judsonia, 729-5094
- Holly Springs Church of Christ — 1036 Fairview Road, 268-6081
- West Pleasure Church of Christ — 1309 W. Pleasure Ave., 268-7747
- West Side Church of Christ — 709 W. Arch St., 268-2951

chapel

Chapel is important to the basic purpose of Harding University. Our reason for existence is the integration of faith, learning and living. Our major objective is that all students grow spiritually while attending this University.

chapel attendance

The University specifies that daily chapel service be held with attendance mandatory for students taking nine or more credit hours a semester. Services last 35 minutes and always include a devotional period and announcements of general interest. The planned programs are designed to stimulate intellectual, religious, social or aesthetic development.

Chapel is under the direction of the president of the University. A Chapel Program Committee plans and recommends programs for his approval. Many programs are presented by students and student organizations.

In addition to the spiritual emphasis and the varied programs, chapel provides a coming together experience for the entire student body and faculty. The camaraderie and Christian fellowship opportunity is one of the unique aspects of student life at Harding.

The University is committed to a continuing analysis and evaluation of chapel to make it a most worthwhile experience. **Appropriate attitudes and behaviors for the foundation of the Chapel experience are expected.**

chapel etiquette

Chapel begins at 9 or 10 a.m. in the fall and 9 a.m. in the spring

- a. Be on time.
- b. If tardy, be sure to check with the appropriate chapel checker **before** walking quietly to your seat.
- c. If you are more than 10 minutes late, you will be counted absent.
- d. You are allowed 10 unexcused absences per semester, as well as five written excuses for illness. The written excuses must be turned in within seven days of the absence. After these absences, any other absence from chapel must have a Student Life dean's approval or a note from a medical professional.
- e. No food or drink is permitted in the auditorium.
- f. Men should remove caps during chapel.
- g. Laptops, cell phones and headphones may not be used during chapel.
- h. Appropriate respect for speakers and others is expected.

In order to assist your success in chapel, please give special attention to the following items:

1. **Chapel Attendance.** Attendance is checked daily. Failure to attend is recorded and posted daily on Campus Pipeline. Tardies and excused absences are also recorded. Three tardies equal one absence. Each student should check Campus Pipeline periodically in order to ensure an accurate record.
2. **Chapel Announcements.** Students who are absent from chapel must check chapel announcements online. As with academic classes, students are responsible for the informational content of missed announcements.
3. **Chapel Excuses.** Accepted absences from chapel include official representation of the University, illness, death in the immediate family, or other reasons approved by the Office of Student Life.
4. **Permanent Excuse.** A student who has a work schedule that conflicts with chapel on given days should make application for a permanent chapel excuse in the Office of Student Life. This must be done on a per-semester basis. No full-time undergraduate student may be excused from chapel every day; however, graduate students are not required to attend.

notification for excessive chapel absences

As attendance is recorded in the Office of Student Life each day, the attendance record is automatically recorded on Campus Pipeline. In this way, the student's record is available for daily review. The attendance record will not only record attendance and tardies, but also present warning signals on the student's Harding e-mail account at certain intervals to help the student in making decisions about attendance throughout the semester.

Courtesy Warning (within two of the allotted remaining chapel absences): This reminder informs you that you have only two remaining chapel absences allowed for the semester. If you feel there is a mistake, please clear this with the Office of Student Life as soon as possible.

Warning (after the maximum allotted chapel absences): This is a reminder that you have missed the maximum number of chapel absences for the semester. If you feel there is a mistake, please clear this with the Office of Student Life. Any further absences will result in chapel probation.

Warning (after exceeding the maximum absences): This serves as a notification that you have exceeded the maximum number of chapel absences for the semester. If you feel there is a mistake, please clear this with the Office of Student Life.

Warning (after excessive chapel absences): This serves as notification that you are now on chapel probation. It also serves as a reminder that any further chapel absences will result in your academic status being reduced to a part-time student (eight hours or less).

chapel disciplinary action

The accumulation of more than the 10 allotted unexcused absences will result in Chapel Disciplinary Action. This may include one or more of the following:

1. A decreased number of allowed absences for the next semester.
2. Chapel probation: The number of allowed absences for the next semester is decreased, and the student is not allowed to apply for/participate in International Programs or apply for/live in privileged housing.
3. Part-time student status: Student required to enroll in no more than eight hours the next semester.

chapel appeals process

When a student has been disciplined for excessive chapel absences by one of the Student Life deans, he/she has the right to appeal this decision to the Chapel Attendance Committee. This committee is composed of several faculty members and two student representatives who will hear the case and make a decision based on the information presented to them. The request for appeal shall be filed through the office of the assistant vice president for Student Life, who in turn will arrange the meeting with the Chapel Attendance Committee.

bible classes

Knowledge of the Bible is one of the most important aspects of the development of Christian character. To Harding University, the Bible is the heart of the curriculum; thus, a Bible class or a related course is required for each student each semester. These classes are designed to foster students' spiritual development. Harding firmly believes that the application of the principles found in the Bible will enable students to lead happy and useful lives.

For these reasons, Harding requires each student to regularly attend one Bible class that meets at least three hours a week each semester. Attendance is compulsory, and nonattendance may result in suspension from the University.

A student with excessive absences from Bible class in any given semester may be asked to withdraw immediately and/or not return to Harding the subsequent semester. An absence from Bible class because of official representation of the University, bona fide illness, death in the family, or another reason approved by the vice president for Academic Affairs is not considered an absence from Bible class in the policy outlined below.

bible class attendance

Students who enroll in more than 8 hours in a semester or in Summer School (excluding Intersession) are required to take a Bible class that meets at least three hours a week.

Bible class attendance is compulsory regardless of the grade being earned. The required Bible class cannot be dropped. If a student is assigned a "WF" for excessive absences, the student will be placed on Bible Attendance Probation and will be required to sign a Bible attendance contract in the Vice President for Academic Affairs' office prior to registering for the next semester. (If the student has already registered, the schedule may be dropped.) Receiving more than one "WF" in Bible will result in suspension from the University.



SECTION 3

honesty and integrity

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

Be diligent in these matters; give yourself wholly to them, so that everyone may see your progress. | Timothy 4:12, 15

Students are expected to maintain the highest standards of morality, integrity, orderliness and personal honor. A responsibility of those in the University community is to follow established rules and guidelines in order for the community to function more effectively. Harding University views each person as an individual with certain responsibilities to the University community and reserves the right to refuse admittance or dismiss any student whose lifestyle is not consistent with the Christian principles that Harding represents.

Harding University considers the following to be in conflict with her mission, and therefore prohibited — participation in these will result in disciplinary action:

1. **Dishonesty** in any form, including academic misconduct; plagiarism; falsification of excuses, tests and assignments; forgery; signing out of the residence hall falsely; and lying to University officials.
2. **Gambling or wagering** on or off campus.
3. Entering **false fire alarms, bomb threats**, or tampering with other fire safety equipment.
4. **Unauthorized entry** into University facilities or **unauthorized possession of keys** to University facilities.
5. **Misuse of Electronic Devices.** Cellular phones, pagers and other electronic devices shall not be used in a manner that causes disruption in the classroom, library, chapel, or within any college-owned or college-operated facility. Abuse of any electronic devices with photographic capabilities, use of devices for purposes of photographing test questions or other notes and materials is clearly a violation of academic honesty and will not be tolerated. Photographing individuals in secured areas such as bathrooms, locker rooms and other areas where there is a reasonable expectation of privacy and/or taking photographs of an individual against their will is strictly prohibited. Electronic transmission of photographs of any person without express permission is strictly prohibited. Students who misuse electronic devices will be subject to dismissal from the University.
6. **Theft** of someone else's property. The sale of someone else's property without his or her permission will be dealt with as theft. **In this age, theft would also include sharing music and movies illegally.** This would mean if you download music or movies from sources that do not own the copyright of the music, e.g. KaZaa, Gnutella, Morpheus and others, you are stealing that music or movie. If you copy and share music with other people, that too is theft on your part and on the part of those who copy the music or movies from you. If you are discovered engaged in this while at Harding University, especially if you use Harding IS&T resources to accomplish this, it will be considered theft.
7. **Destruction, misuse, damage or deliberate defacing** of University, city, county, state or personal **property**.
8. **Harassment** in any form, including sexual harassment.
9. **Hazing of any kind.**
10. **Assault or battery.**
11. **Display of an attitude** that is contrary to the Christian purpose for which Harding exists.
12. **Possession and/or use of any firearm/weapon or replica of a firearm/weapon on Campus.** Firearms/weapons include guns, paintball guns, pellet/BB guns, airsoft guns, archery equipment, extraordinary knives, swords, slingshots, launching devices, and any other object that could cause bodily harm. Any firearm/weapon brought to campus **must** be stored in the Public Safety Office — located on the first floor of the American Heritage Building across from Admissions Services.
13. **Use of fireworks** on campus.
14. **Insubordination**, including failure to respond, to any school official.
15. **Any violation of federal, state or local laws.**



SECTION 4

social wellness

Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God? You are not your own; you were bought at a price. Therefore honor God with your body.

I Corinthians 6:19-20

Harding University holds to the biblical principle that sexual relationships are unacceptable to God outside the context of marriage. **Sexual immorality in any form** will result in suspension from the University.

Visiting in the residence of a single member of the opposite gender, even though others are present, without permission is prohibited. Staying overnight in a motel, hotel or any such arrangement with a member of the opposite gender will result in suspension, although explicit sexual immorality may not have been observed.

Students are prohibited from possessing or displaying **pornographic materials** of any type. This includes the use of vulgarity, profanity, and any offensive language or offensive symbols.

Students are not allowed to social dance or go to dance clubs, bars, or other inappropriate places of entertainment.

The **illegal, unauthorized use or abuse** of Harding University's **telephone or computer system** is prohibited. (See section on Acceptable Use of Harding University's Information Services & Technology.)

Men and women are discouraged from excessive public displays of affection.

SECTION 5

personal wellness

Since, then, you have been raised with Christ, set your hearts on things above, where Christ is seated at the right hand of God. Set your minds on things above, not on earthly things. For you died, and your life is now hidden with Christ in God. Colossians 3:1-3

alcohol/drugs

As a Christian university community, we will attempt to take an approach to problems with alcohol or drug use characterized by compassion and encouragement, without prejudice on the one hand, and with directness, consistency and firmness on the other.

The consumption, possession or storage of alcoholic beverages of any kind is prohibited. This prohibition includes on- or off-campus locations. Violation of this policy will result in suspension from the University.

Students who voluntarily come to a Student Life dean confessing an involvement with alcohol will be afforded an opportunity to submit to a range of possibilities up to but not including suspension or expulsion. Such agreements will only be reached when the student takes the first step in initiating discussion. Once a violation of the alcohol policy has been reported to the Office of Student Life, those involved will no longer have the opportunity for the agreement, and the violation will result in suspension.

Harding forbids the use, possession, distribution, or sale of drugs or drug-related paraphernalia. Violation of this policy will result in suspension.

The University has a right to require a student to immediately participate in a polygraph test, drug test (either blood or urine), or breath test.

The use of tobacco in any form is not permitted at any time.

For more information, see Section 12, Pages 37-38.

disciplinary procedures

The following disciplinary procedures do not apply to instances of academic misconduct. Academic misconduct is covered in the Harding University Catalog beginning on Page 36.

When it appears a rule of conduct or procedure, in the case of an individual or organization, has been broken, the Office of the Assistant Vice President/Dean of Students shall conduct an investigation. If, as a result of their investigation, they determine that disciplinary procedures are warranted, the student or organization will be asked to appear before this staff. After the meeting, the student or organization will be informed in writing of the specific charge(s) being made, the penalty imposed, and the right to an appeal before the Student Life Committee.

appeal

1. A student or organization shall have 24 hours to file a request for an appeal with the Office of Student Life or forfeit that right.
2. Students who fail to appear within 15 minutes of the arranged time for their appeal meeting will forfeit their right to appeal.
3. An appeal shall be scheduled before the Student Life Committee no sooner than the day following the receipt of the request. A quorum for the committee shall consist of six or more members.
4. The appeal shall be conducted in a fair and reasonable manner.
5. All witnesses shall be required to affirm the truth of their testimony.
6. Presentation of evidence shall be as follows:
 - a. Evidence that supports the charge against the student or organization.
 - b. Evidence of innocence or mitigation by the accused.
 - c. Rebuttal evidence by both parties.
 - d. Closing statements by both parties.

7. Both parties shall have reasonable opportunity for cross-examination of witnesses.
8. The appeal will be open to the appealing party, representatives of the Office of Student Life and witnesses with relevant evidence to present. Only two eye witnesses from each side may present their case, and neither legal counsel, guardian nor parents of the accused shall be permitted to appear before this committee.
9. The appeal will be tape recorded.
10. Following the appeal, the Student Life Committee, by a majority vote, will find whether or not the case has been proven. The committee shall inform the student or organization of its decision. This decision shall be final.
11. The Student Life deans or the committee may set the terms and conditions of a suspension and readmission.
12. A student who has been suspended may not be on campus unless specific permission is granted by the Student Life deans. If campus housing is used, the residence life coordinator must be notified in advance by the deans.

disciplinary sanctions

Any or all of the following can be imposed for a given infraction.

1. **Warning:** a written or verbal reprimand.
2. **Disciplinary Probation:** probation for a specified period of time. It may carry with it other conditions to be met (e.g., restriction of participation in extracurricular activities, restriction from holding student office or joining student organizations, etc.).
3. **Special Action:** designed to enhance the educational intent of the disciplinary process. Examples include: change in University housing and restriction of residential privileges, payment of damages, extracurricular activity restrictions, community service, educational sanctions, and counseling referrals.
4. **Suspension:** a bar from attending the University for a specific period of time. It carries with it the following conditions:
 - Must remain off campus during the period of suspension.
 - May not live or board in University facilities.
5. **Expulsion:** a permanent bar from attending the University.

IMPORTANT DEFINITION: “Harding student” is defined as any person who has registered for courses at the University, even though such person is not, at the time of the incident, attending classes. Therefore, any student who has registered for classes, but who has not actually attended classes, or is away for holidays between semesters, or who is living away from the Harding campus in the summer, is still considered to be a Harding student and subject to the rules and regulations of Harding University.



SECTION 6

modest and appropriate dress

Your beauty should not come from outward adornment. ... Instead, it should be that of your inner self, the unfading beauty of a gentle and quiet spirit, which is of great worth in God's sight. | Peter 3:3-4

Clothe yourselves with compassion, kindness, humility, gentleness and patience. Colossians 3:12

All members of the Harding community are expected to maintain standards of modesty and decency in dress appropriate to the Christian lifestyle and consistent with professional employment expectations. For these reasons, students are expected to adhere to an established dress code. Additional standards of dress may be required by certain academic or extracurricular programs.

men and women

1. Clothing should be neat, clean and relatively free of the tattered and worn look.
2. Tight or form-fitting attire and garments designed as underwear or sleepwear should not be worn as outerwear.
3. Shorts should be midhigh or longer in length. Shorts are not permitted in classes, chapel or lyceum events such as American Studies programs.
4. Clothing that is unusual or displays material inconsistent with the mission of the University is prohibited.
5. Unusual hairstyles or unnatural hair colors are not permitted.

women

1. Tops must have at least 2-inch shoulder straps. Clothing must not be lowcut and may not reveal cleavage or the midriff. Halter tops are not permitted.
2. Skirts and dresses must not have hemlines or slits that extend above the knee.
3. Piercing is limited to the wearing of earrings and a small nose stud.
4. Banquet dresses should be modest and becoming, conforming to the guidelines listed above. Dresses may be strapless; however, the back must not extend below the natural bra line.

men

1. Shirts must be worn at all times. Tank tops and body shirts are limited to athletic participation only.
2. Caps, hats and do-rags are not permitted in classes or chapel.
3. Hair should be neatly trimmed off the collar and free of extreme styles such as ponytails. Beards are to be neatly trimmed.
4. Piercing is limited to the earlobes and the wearing of small earrings or studs.



SECTION 7

sportsmanship and fair play in extracurricular activities

If anyone competes as an athlete, he does not receive the victor's crown unless he competes according to the rules. 2 Timothy 2:5

May the God who gives endurance and encouragement give you a spirit of unity among yourselves. Romans 15:5

extracurricular opportunities

Harding University's first priority for its students is to provide an environment that will help the students succeed both spiritually and academically. However, there is much more to college life than just classes, homework, exams and grades. There are student organizations, student government, special events, athletic programs, social and recreational events, and dormitory living that help to make Harding's environment unique.

Through these extra activities, students develop into leaders; learn communication skills; interact with peers, administrators and faculty members; increase their awareness of available campus resources; and further their overall development as students at Harding.

student activities

The variety of extracurricular activities ranges from social clubs and lyceums to sports and special-interest groups. Lyceums include classical and popular concerts, and student drama and entertainment productions. Student publications include the campus newspaper, *The Bison*, and the yearbook, the *Petit Jean*. Special-interest clubs are listed in the University Catalog.

athletics

Harding is a member of the National Collegiate Athletic Association Division II and Gulf South Conference and competes in men's intercollegiate football, basketball, track, cross country, tennis, golf, baseball and soccer.

Women's intercollegiate competition is offered in cross country, volleyball, basketball, track, tennis soccer and golf.

Students interested in participating in intercollegiate sports are urged to contact the coaches at any time for information and advice.

The University also maintains an intensive and excellent intramural athletic program for both men and women. This program includes activity in football, softball, basketball, tennis, volleyball, horse-shoes, badminton, track-and-field events, ping pong and swimming. Both clubs and individuals participate in intramural sports. More detailed information is listed in the University Catalog.

cheerleaders

Cheerleaders are chosen near the end of the spring semester. These requirements must be met to try out:

1. Overall GPA of 2.0 at time of tryout and beginning of each semester. A first-semester freshman trying out would need to meet two of the following requirements: (a) 18 on ACT, (b) upper 50 percent of high school graduating class, (c) 2.0 on transcript.
2. Full-time student (12 hours or more) while cheering.
3. May not try out or be active if on any type of probation.
4. Must have approval of sponsor and assistant dean of students.



SECTION 8 campus participation

Just as each of us has one body with many members, and these members do not all have the same function, so in Christ we who are many form one body, and each member belongs to all the others. Romans 12:4-5

As iron sharpens iron, so one man sharpens another. Proverbs 27:17

student organizations

At Harding, students have the option of participating in more than 80 different organizations. These can be classified as follows:

Academic — open to those who qualify and are selected for recognition of achievement;

Departmental — to foster a deeper interest in the given area;

Religious — oriented to Christian service both on and off campus and to missionary endeavors, both foreign and domestic;

Service — for benefit to the campus environment and the surrounding Searcy/White County area; and

Social — to promote social interaction, campus involvement and community service through a common brother/sister bond.

Some select student organizations include:

Alpha Chi — a national affiliated academic society encouraging and recognizing superior scholarship; open by invitation only to the upper 10 percent of the senior and junior classes.

Phi Eta Sigma — a national freshman honor society for students earning a 3.5 or higher GPA during their freshman year; designed to promote academic achievement, leadership and service.

Good News — promotes the message of the Gospel through song, performing regularly for youth rallies, banquets, church activities and retreats; membership through audition.

religious groups

Various religious groups on campus provide instruction to those interested in special areas of Christian service:

1. **Timothy Club**

The umbrella organization for three special groups within the College of Bible and Religion. Bible majors should participate in at least one of the following clubs:

- a. **Alpha Chi Malachi** is for Bible majors interested in preaching, missions and religious education. Meetings promote fellowship and stress practical aspects of congregational ministry.
- b. **Youth Corps** is for students interested in youth ministry. Regular meetings and a variety of service projects on and off campus sharpen the students' ministry skills.
- c. **Tentmakers** is a service club composed primarily of students enrolled in vocational ministry as a second major. These are students who are preparing to become "self-supporting" missionaries, either within the United States or abroad. Club ventures include benevolent activities as well as a forum to spread the concept of "full-body ministries" within the church.

2. **JOY (Jesus, Others, Yourself)**

For all young women interested in teaching the Word of God more effectively; helps them to maintain an intellectual, practical and spiritual attitude.

3. **All Mission Fellowship**

Prepares students for mission activities.

4. **Student Association Spiritual Life Committee**

The president of the Student Association nominates a student chairman to the Spiritual Life Committee. This individual's name is then submitted to the Student Association's executive council and the Student Association adviser for approval. This committee organizes weekly devotionals and focuses on meeting students' spiritual needs on a personal level.

5. **International Campaigns**

The summer International Campaigns program is designed to help students get involved, prepare and raise funds to participate in summer campaigns with churches of Christ all over the world. These campaigns vary in length and in the methods used.

6. **Spring Break Missions**

Every student is encouraged to join a short-term mission team for an intense week of service during spring break. Each mission team's student leader participates in leader training sanctioned by the University. The purpose of these mission trips is to glorify God by encouraging congregations, reaching out to communities, and developing Christian servants. Mission trips are planned in great detail to fulfill this purpose in a short period of time. Students are responsible for raising funds.

7. **Other Campaigns**

From time to time other campaigns may be planned by individuals.

student association

The Student Association Executive Committee is made up of elected officers. Also, there are standing committees whose chairmen and members are nominated by the Student Association president and approved by vote of the Executive Council, the Student Association sponsor and the administration. Student Association officers and class representatives are elected in the spring. Class officers and Student Association freshman class representatives are elected after school begins in the fall.

social clubs

Each student is invited and encouraged to join one of Harding's 28 men's and women's social clubs. Each club holds regular meetings, social events and special programs; participates in intramural sports; and completes at least one service project each year.

The governing body of the social clubs is the Interclub Council (ICC), which functions under the authority of the assistant vice president/dean of students and the director of Campus Life. Each club is represented by its president and vice president.

Social club meetings function under the following:

1. Women's clubs usually meet the second and fourth Mondays of each month. Men's clubs usually meet the first and third Mondays of each month. The Office of Campus Life will notify clubs of any changes.
2. All rooms for club meetings must be scheduled in advance.
3. A detailed handbook concerning social clubs is available online at www.harding.edu/socialclubs. Each officer and member is responsible for this information.
4. Copies of the social club handbooks are distributed to club presidents and vice presidents each semester.

club participation

All clubs, academic and other, must be approved by the assistant vice president/dean of students or vice president for academic affairs. All organizations must have sponsors approved by the assistant vice president/dean of students. Special-interest clubs must have either a statement of purpose or a constitution which has been approved.

All organizational authority exists for one school year and is automatically extended unless cause is found to request a hearing concerning its function.

Fund raising and dues must be approved by the sponsor and the assistant vice president/dean of students. The University reserves the right to require an accounting of the use of funds and dues by any organization.

Novelty and nostalgia clubs are constituted for only one school year and must request year-by-year approval. Any dues or fund raising must be approved.

tables for special causes, vending and other uses

Table space is available in the Student Center for organizations, campus and other groups to provide information to students. All recognized organizations will be asked to fill out a form to confirm the proper registration of the event through the Office of Student Life. After the forms are filled out and approved, the organization will then go through the director of scheduling in the American Studies Institute to reserve the table.

facility usage

Recognized student organizations may schedule facilities for activities in advance. Examples of these activities include regular meetings, fund-raising projects, receptions, special meetings, parties, banquets, club mixers, Club Week activities, etc. Spring Sing rehearsals will be scheduled through the University's Spring Sing director.

fees

Fees will be assessed for student activities according to the following guidelines:

1. On-campus student groups requiring special services must pay for the cost of labor, lighting, maintenance, etc., as determined by those involved with the special service.
2. All organizations will pay the direct cost for repair of facilities or replacement of equipment resulting from damage during the sponsored activity or during that scheduled time. Cleaning costs also must be paid should any room be left disorganized or dirty following use by the organization.
3. Fee waivers may be obtained for special activities, available through the Office of Student Life. All fees, except for direct cost, will be waived for Student Activities Committee, Student Association Movie Committee and Student Association events.

fund raising

Harding University is blessed with talented, caring and generous students, faculty and staff. In an effort to assure proper accountability of funds, all fund-raising projects must be sponsored by a campus organization and approved by the Office of Student Life before any collections can be made.

A “Request for Fund Raising” form must be given to the Office of Student Life before the collection. This report includes:

1. The nature of the fund-raising effort.
2. How the money will be collected.
3. Who will collect and count the funds.
4. Other pertinent information.

After the collection, a “Fund-Raising Report” form must be submitted that summarizes the event.

forming nondepartmental musical groups

A student may wish to form or participate in a band or musical group that is not supported by any department. In this case, the student must submit to the Office of Student Life a “Request for Recognition” form.

No group may perform or practice on campus or for any campus organization without recognition by or permission of the Office of Student Life.

In order to be considered for special permission, all nondepartmental musical groups must be recognized by Harding University. No musical group or individual participating in a musical group shall use the name Harding University in representing themselves to the general public.

forming new recognized student organizations

Some procedures must be followed in forming a Harding University student organization.

A group wishing to be recognized by the University must submit to the Office of Student Life a typed, dated copy of a constitution stating the purposes for which the organization is to be formed, including any affiliation with a national organization. A listing of the students in the charter organization should contain at least eight qualified members and one faculty/staff adviser. The following information is required in the constitution:

1. Name of organization. This name must be approved before the formation of the constitution.
2. A statement of the organization’s purposes, goals and activities.
3. A listing of officers by title and functions. Officers must have a 2.3 GPA and not be on any kind of probation.
4. A statement of terms of office and the time and method of election.
5. Membership eligibility requirements should be listed. Membership is limited to enrolled students taking a minimum of six semester hours. Accurate membership records will be maintained and made available to the faculty/staff adviser and the Office of Student Life.
6. Information concerning the frequency of meetings and specifications for a special meeting should be stated. What constitutes a quorum should also be stated.
7. Full-time faculty/staff members are eligible to serve as primary advisers or sponsors. Others may serve with the approval of the Office of Student Life. The role of the adviser will be outlined in the constitution.
8. Financial information concerning membership dues, the collection of funds, the manner of their collection, the distribution and disposition of any funds in the event of dissolution of the organization must be included. There also should be information about what constitutes a fiscal year and who needs to sign a check. All checks must have the signature of at least one sponsor and one officer.
9. Information on standing committees or other special committees must be specified.
10. Provisions for amendments to the constitution must be listed along with what constitutes a majority vote of the organization.
11. Information on the induction process of new members.

SECTION 9

residence halls

Make every effort to live in peace with all men and to be holy.

Hebrews 12:14

Be kind and compassionate to one another, forgiving each other, just as in Christ, God forgave you. **Ephesians 4:32**

Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interests, but also to the interests of others. **Philippians 2:3-4**

housing regulations for resident students

The Student Life staff is committed to improving the quality of life in the residence halls. The residence hall environment should be one in which students may enjoy the appropriate atmosphere for study, for spiritual growth, and for being of service to one another. Residence halls are for single students only. Nontraditional students, 25 years or older, may not live in the residence halls or extended on-campus facilities without permission from the appropriate dean. (See also “A Guide to Residence Hall Life.”)

room reservations

Each student desiring University housing must have a housing/security deposit on file in the Business Office. The amount of this deposit ranges from the minimum of \$75 to \$125. (A few students may have their deposits paid by scholarships.) Instructions will be given during the spring semester regarding the procedure to reserve housing for the following fall semester.

If the student ends the spring semester without reserving housing for the following fall and then decides in the summer to reserve a place, the required deposit will be \$125. An additional nonrefundable late fee of \$50 will be required if the student waits until Aug. 1 to reserve housing.

For those students who plan to move out of the residence hall at the end of the fall semester, proper procedures must be followed to receive any security deposit refund. Specific information will be provided to students in November concerning these procedures.

unmarried students

Single undergraduate students are required to live on campus. Harding University provides on-campus students with counseling and guidance, adequate housing, a balanced diet, varied entertainment, and cultural opportunities. Residential students dropping to eight or less semester hours must have approval from the Office of Student Life to remain in a residence hall.



privileged housing

When students meet certain criteria, they may choose to apply for privileged housing, which includes Shores and Pryor halls for women and Cone Hall and West Apartments for men. No student who is currently on probation may apply. Anyone previously approved who later incurs probation will have that approval status retracted.

Eligibility requirements are provided in “A Guide to Residence Hall Life.” Forms are available online. Applications are valid for two full semesters following the date of application. If a student leaves school, he/she must reapply.

off-campus housing

Students meeting the following criteria may be considered for off-campus housing:

1. At least 23 years of age.
2. Graduate student.
3. Ninth-semester student (or 120 semester hours completed).
4. At least 22 years of age with 105 semester hours completed.
5. Part-time student (enrolled in eight semester hours or less in fall or spring, four hours or less in any one summer session). *If a student plans to concurrently enroll in additional classes at another university, the vice president for academic affairs must approve the courses in advance. Concurrent enrollment is defined as online, correspondence or onsite classes.
6. Live with a parent, grandparent, aunt, uncle or qualified sibling.
7. Live with faculty/staff/approved housing.
8. *Senior field placement/internship in major area of study. In order to be approved, these three qualifications must be met:
 - a. Must be taken for credit.
 - b. Must be approved and supervised by faculty.
 - c. Must require a student to travel more than one hour from campus.*This must be approved prior to registration.
9. Summer only: junior or senior with a minimum 2.0 GPA and taking less than seven hours each summer session.

When one of the above qualifications is met, approval of the Office of Student Life is still required before permission to live off campus is granted.

housing appeals committee

When a student’s request to live off campus is denied by the Office of Student Life, a student may appeal this decision. The Housing Appeals Committee is designed to hear the student’s request and make the final decision. The request for an appeal must be made in writing to the assistant vice president/dean of students within 24 hours. The decision of the Housing Appeals Committee is final.

residence halls

The residence halls function under the Office of Student Life with assistance from residence life coordinators (RLC) and resident assistants (RA). The RLCs and RAs are responsible for the day-to-day operation and administration. Residence hall regulations are simple, reasonable and effective, providing a pleasant and harmonious environment for our students. (See also “A Guide to Residence Hall Life.”)

residential curfew

Residential curfew on the Harding University campus is from midnight until 5:30 a.m. Sunday through Thursday and 1 a.m. until 5:30 a.m. Friday and Saturday. Additional information regarding residential curfew may be found in “A Guide to Residence Hall Life.”

all-campus curfew

All-campus curfew is from 1:15 a.m. until 5:30 a.m. Sunday through Thursday and 2:15 a.m. until 5:30 a.m. Friday and Saturday. No activity may take place on campus during all-campus curfew for protection and security of the campus. Any person needing to come on campus after all-campus curfew must check with the Office of Public Safety.

SECTION 10

servicing others

Whatever you do, work at it with all your heart, as working for the Lord, not for men, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving. Colossians 3:23-24

bisons for christ

The Bisons for Christ ministry dedicates one day per semester to serving the community of Searcy and surrounding White County. Approximately 1,000 students and faculty and staff members participated in the annual event. Participants served in 100 projects around the community. This event is directed by the College Church of Christ College Outreach Ministry.

jail ministry

Through a collaborative effort of the College Church of Christ and the chaplain of the White County Detention Center, those serving jail sentences in the county are not separated from hearing the Gospel.

More than 50 volunteers, including Harding faculty, staff, students and interested locals, serve the jail during various times each month.

harding in action

Harding in Action is a student-led organization that reaches out to the community through various acts of service. Harding in Action performs yardwork, child-care, elderly visitation, painting, moving services, etc. Requests for help come to the Student Association, which organizes and assigns student volunteers to complete various requested projects.



SECTION 11

campus resources

As students at Harding University, you are encouraged to look for ways to serve others. At the same time, you will encounter the many services the University strives to provide to you.

Some of these services include the following:

student center

The Hammon Student Center is the hub of Harding University. In this building you will find a variety of services: a U.S. Post Office and campus mail room; a food court featuring Chick-fil-A, Grille Works and Montague's Deli; and a student lounge area for meeting friends and just "hanging out" by the big-screen TV or around the fireplace, where you can enjoy Java City Coffee, Freshens Smoothies and Yogurt, and Taco Bell. Also in the Student Center are the Harding University Bookstore (HUB); the Office of Student Life, which also houses the lost and found; the Student Association Office; Shores Chapel; the newspaper and yearbook offices; the Career Center; the Academic Advising Center; public telephones; and bulletin boards where notices are posted about various campus activities.

student identification

At the beginning of each school year, incoming students are issued a student identification card. This card is to be carried at all times on campus and at all Harding activities off campus, and it may not be used by any other person. The ID card must be shown upon request to any school official.

The ID card serves for:

- * **A library card.**
- * **Admission to athletic events.**
- * **Admission to campus dining services.**
- * **Admission to residence halls.**

Lost ID cards must be replaced in the Office of Student Life at a cost of \$5 to the student.

If a University official (including faculty and staff members) asks a student to surrender the ID card, the student must comply. Failure to do so will result in disciplinary action. In case of pending disciplinary action, a student's ID card may be held. If a student withdraws from school, the ID card must be returned to the University.

Any person not possessing a valid ID card will be treated as a nonstudent.



shores chapel

Shores Chapel is reserved for:

- * Large-group and small-group devotionals.
- * Club devotionals.
- * Small-group a cappella singing.
- * Weddings.

career center

The Career Center has three primary functions:

1. Career coaching is available to assist students who are unsure about their major and/or career plans.
2. Students receive assistance in developing job-hunting skills, such as resumé preparation, interviewing skills, networking, job-search strategies, etc.
3. Many resources are available to assist students in their job search, including on-campus interviews, job postings and career fairs. All of these services are also available to alumni.

multicultural student services

The Office of Multicultural Student Services is located in Student Center Room 205. The office was created in an effort to better serve our minority student population. Our primary focus is to serve the University community on issues of diversity and to develop programs that involve students from other cultures. Under the leadership of a very active student committee, students from different cultures are given opportunities to get involved in a host of enriching activities. It is our hope that if any minority student has a concern while here at Harding, he or she will look to us for assistance.

bison buckboard

For the benefit of students who run short of money and need a small loan for a short period of time, the Bison Buckboard fund is available in the Office of Student Life. Students who find it necessary may borrow \$10 for a period of 14 days at no interest. Only enrolled students with valid identification cards are eligible for this service. The fund is made available by the friends and families of John Robert Sapp, who was killed Dec. 19, 1969, and Marilucy Allen, who was killed in June 1974.

academic resources center (arc) tutoring program

The mission of the Academic Resources Center Tutoring Program is to help the University maintain standards of academic excellence consistent with Christian ideals. The center provides information and services necessary for academic success and lifelong learning to all eligible students and faculty. A range of support activities, equipment and materials are included to:

- * Provide **one-to-one and group tutoring** in the content areas; learning enhancement workshops; and academic counseling to show students how to learn as effectively, efficiently and confidently as possible.
- * Support student learning by means of **supplementary materials and computer labs** for additional drill/practice in learning skills and reading efficiency.
- * Provide faculty and staff with services and resources for improving learning and **augmenting classroom instruction**.
- * Provide a **learning/working environment** that is supportive of the academic, spiritual and social needs of all University students.

trio student support services

TRIO Student Support Services is a Title IV program funded by the federal government. Harding's Student Support Services (SSS) serves 275 students who are admitted to the program if they are American citizens or nationals, interested in the program's services, and meet one or more of the following criteria:

- * First-generation college student. Neither parent has obtained a baccalaureate degree.
- * Financially qualified student. Eligibility is based on the family's taxable income.
- * Student with a professionally documented disability. Upon documentation of the disability, the program provides or recommends provision of academic accommodations.

All services and activities are designed to meet academic and personal/social needs of eligible students within the university environment. All services are provided free of charge. These include one-on-one peer tutoring/study skills sessions staffed by certified student personnel who provide tutoring in individual subject areas; counseling provided by qualified professional counselors in the areas of career guidance, personal counseling, financial aid counseling, academic counseling and learning styles diagnosis; test accommodations for qualified students, including oral testing, extended-time testing, and private testing in a non-distracting environment; and academic advising. The Learning Community (LC) is another important aspect of TRIO as it attempts to create a college survival support group for selected students who qualify for the program and score between 19 and 23 on the ACT. SSS students are offered free attendance at cultural events such as opera performances in Memphis and the dinner theatre in Little Rock. Additional activities include a short ropes course and leadership training.

students with disabilities

It is the policy of Harding University to accommodate students with disabilities pursuant to federal and state laws. Therefore, any student with a *documented* disability (e.g. physical, learning or psychological) who needs to arrange reasonable accommodations must contact his/her instructors and the disabilities director at the beginning of the semester. (If the diagnosis occurs during the academic year, the student must self-identify with the disabilities director *as soon as possible* in order to get academic accommodations in place for the remainder of the year.)

Accommodations may include test accommodations, note taking, mentoring, preferential seating, housing, chapel, etc., depending on the *documentation of the disability that is provided from a certified psychological examiner, psychologist, or medical doctor who made the diagnosis of the disability according to ADA guidelines.*

The Disabilities Office is located in Room 102 of the Lee Academic Center; telephone (501) 279-4019. This statement represents a responsiveness to federal expectations. It also reveals the desire on the part of the institution to meet its own commitments to students in the academic arena who have *documented* disabilities.

student support and communications

Student Support and Communications provides all University students with an e-mail/Internet account while they are enrolled at Harding. **Use of this account will constitute acceptance of the rules and regulations as stated in the following policies:**

1. Code of Practice for the Acceptable Use of Information Technology Resources at Harding University
2. Policy for the Use of Information Technology Resources
3. Policy for the Use of Electronic Mail at Harding University

All of these policies can be found on the Web at www.harding.edu/dormnet.

Internet connections are provided in all Harding residence halls and on-campus apartments, including West and Village apartments. **Use of this DormNet connection will constitute an acceptance of the rules and regulations as stated in the following policies:**

1. Code of Practice for the Acceptable Use of Information Technology Resources at Harding University
2. Policy for the Use of Information Technology Resources
3. Policy for the Use of Electronic Mail at Harding University
4. DormNet Agreement

All of these policies can be found on the Web at www.harding.edu/dormnet.

Student Support and Communications is located on the second floor of the Administration Building, Room 207. Office hours are 8 a.m. to noon and 1 to 5 p.m. Monday through Friday. The phone number is 279-4545, and the campus box number is 12264.

The Help Desk is open from 11 a.m. to 10 p.m. Monday through Thursday and from 11 a.m. to 5 p.m. Friday.

business office

The Business Office is responsible for the financial portion of registration, billing and collection of student accounts, charging meal plans, and posting charges and payments to student accounts.

Questions regarding charges, withdrawal percentage on dropped classes, refunds on residential rent,

and meal plans should be directed to the Business Office. Financial obligations for your charges begin at the time you register. Ensuring payment of all charges is the student's responsibility. All past-due accounts are subject to credit bureau reporting. If necessary to enforce payment, attorney fees, court costs and collection agency fees may be added to the amount owed. Transcripts will be released when accounts are in current status. Each account holder is responsible for informing the school of changes in name, address and telephone number.

heritage inn

The Heritage Inn is a hotel located on campus for University guests. Guests are just steps away from the auditorium, executive conference rooms and banquet rooms, while parents are within a short walk of the residence halls or classrooms.

Located in the American Heritage Building, the Heritage Inn offers comfortable rooms at reasonable prices. A continental breakfast is available each morning, and all rooms are equipped with hair dryers, irons and ironing boards.

The campus phone number is ext. 4700; the reservation numbers for off-campus calls are (501) 279-4700 or (888) 766-2465.

harding university pipeline

Harding Pipeline is an exciting place on the Web just for the Harding community. Harding Pipeline makes it easy to stay plugged in to everything going on around campus. You can use e-mail, check out upcoming events, and read important campus and personal announcements. Harding Pipeline also allows you to maintain your personal calendar and use online course tools for every one of your classes.

To get started, just log on to <http://pipeline.harding.edu> and type your username and password. You will find:

Web-based e-mail: Check your Harding e-mail from anywhere in the world.

Personalized announcements: Get the critical information you need about what is going on when and where so you can survive as a student.

Course Tools: Chat online with your teachers with the course tools built into Harding Online.

You will find a message board, class calendar and much more!

need help?

Students may contact Student Support and Communications at 279-4545.

brackett library information

The Brackett Library phone number extension is 4354. The online catalog is available on the Brackett Library's Web page at <http://quest.harding.edu>.

Hours* of Operation:

Sunday	1:30 p.m.	to	11 p.m.
Monday - Thursday	7:45 a.m.	to	11 p.m.
Friday	7:45 a.m.	to	5 p.m.
Saturday	10 a.m.	to	6 p.m.

***Summer hours or changes in regular hours will be posted in advance.**

services

Brackett Library provides books, periodicals, Internet access, electronic resources and other media to support the academic curriculum and has a collection of contemporary titles in the Best Seller Collection. Librarians are available to assist in locating electronic or print resources. Bibliographic instruction is provided to classes upon request. Individual assistance is available at the Information Desk.

Harding students may check out an unlimited number of regular stack books. Periodicals and reference books do not circulate. For most students, stack books circulate for two weeks and may be renewed once. Honors students and graduate students may check out books for three weeks. Students with overdue items will receive two courtesy overdue notices through their Harding e-mail. At 28 days overdue, books are "assumed lost," and the student is charged a \$60-per-book replacement/processing fee. Should the item be found and returned after the fee has been paid, \$50 will be refunded. Checkout periods and fines for juvenile books, reserves, best sellers and multimedia vary.

The Interlibrary Loan Department borrows or purchases materials that are not available locally. A fee of 10 cents per page for articles and \$1 per book ordered is charged.

Wireless Internet connection and designated areas for group study are available.

Students are encouraged to offer suggestions for collection development or services via the online suggestion box. Two student representatives serve each year on the Library Committee.

international student adviser

Located in Room 237 of the Student Center, this office exists to help international students in procedures, expectations and requirements between the educational procedures of the United States and their home countries.

The international student adviser is responsible for providing assistance on immigration matters; coordinating all campus and community services available to international students; providing a liaison with sponsoring agencies and foreign governments; and promoting interaction between the international students, the University and the local community.

harding telephone service

Basic telephone service is provided to the University campus by Harding Telephone Service (HTS). When a student's phone is plugged in, he/she is ready to make on-campus and local phone calls. Telephone numbers have been preassigned to the residence hall room or apartment.

Long distance telephone service is available through the use of a private authorization code (PAC). This service is provided to the University by ECCI. Use of this PAC constitutes acceptance of ECCI rules and regulations as stated in the Long Distance Agreement. ECCI can be reached at 1-800-YES-ECCI.

public safety

The Department of Public Safety is located on the north side of the Heritage building across from Admissions Services. The campus phone number is ext. 5000; if calling from off campus, dial 279-5000. Public Safety officers are on duty 24 hours a day, every day of the year. The Department of Public Safety may be contacted for on-campus emergencies as well as other student needs, such as locked keys in a vehicle, jump starting a battery, emergency transportation to the hospital, and courtesy escorts after dark.

Public Safety officers are medical First Responders and certified in CPR. They have additional training in crime prevention, emergency response and other public safety concerns. Any suspicious behavior, on-campus traffic accidents, on-campus emergencies, and all crimes occurring on campus should be reported immediately to the Department of Public Safety.

In addition to regular uniformed patrol officers, the Department of Public Safety also has a number of armed officers commissioned by the state of Arkansas.

Any questions concerning parking regulations, parking citations or violations should be directed to the Office of Parking Services located on the second floor of the Ezell Building (See Pages 33-35).

personal counseling

The Counseling Center at Harding, located on the third floor of the McInteer building, serves the students and is staffed by professionally trained counselors. Through the services offered by Christian counselors, students receive confidential assistance with personal, relational and social problems. Strong emphasis is given to education and prevention of drug and alcohol-related problems. Any student can obtain help in assessing and overcoming difficulties in personal living. Students may also participate in small groups with specialized needs.

A student may voluntarily request help from the center, or he or she may be referred by a proper representative of the University, a parent, or other interested persons. All services provided by the Counseling Center are nonfee services. Individuals requiring long-term professional help may be referred to an appropriate source. **Students may access Counseling Center resources or request help at counseling@harding.edu.**

health services

Harding University maintains a health service center for all students with a registered nurse in charge. The health program provides, within the registration costs, care for illness, emergencies and accidents that can be adequately administered by Health Services.

No fee is charged for medication or treatment received at Health Services with the exception of flu vaccine, tetanus shots and allergy injections. The flu vaccine is only available for a limited time and is given at cost. Both tetanus and allergy injections are given for a nominal fee. Allergy shots are given from noon to 1 p.m. Tuesdays and from 3 p.m. to 4 p.m. Thursdays during fall and spring semesters under the oversight of a nurse practitioner. They are given from 11 a.m. to noon Fridays during summer sessions. A letter of permission from the allergist and instructions must accompany the medication. Anyone receiving allergy injections at Student Health Services is required to wait 20 minutes for observation after receiving the injection.

The campus health service does not cover X-rays, dental care, doctor's fees, or cost of drugs prescribed by a physician. These services may be arranged through the nurse, but the student will be responsible for the charges of the particular agency for the services provided. Payment is due at the time service is rendered. The University does not assume financial responsibility for any medical services that are arranged by a student. Financial responsibility of the University for health service ends with the termination of student status.

Student Health Services is located at 605 E. Center. The office phone number is (501) 279-4346 (campus ext. 4346).

Health Center hours are:

Fall and Spring Semester	7:30 a.m. to 4:15 p.m.
Summer Sessions	7:30 a.m. to 12:30 p.m.

Health Services is closed when students are not in academic sessions, Saturdays, Sundays, holidays, and vacation breaks. If assistance is needed at other times, contact your resident life coordinator (RLC). If the RLC is unavailable, contact your resident assistant. He/she may help you contact the nurse, if necessary. If immediate emergency services are required, contact the Office of Public Safety at ext. 5000 or go to the local hospital emergency room, White County Medical Center, located at 3214 E. Race Ave.

Students who become ill or injured during clinic hours may report to Health Services for advice or medical care.

1. **Each student is responsible for compliance with the absence policy of his/her individual professors and Harding University.** All absences must be resolved the day the student returns to class/chapel. No excuses will be accepted more than one week from the date of the absence. Since Harding requires attendance in chapel and classes, students with a pattern of excessive absences will be reported to their teacher, the vice president of academic affairs, and/or the assistant vice president/dean of students. If this occurs, Student Health Services may not be responsible for giving excuses without a contract from the student and teacher/teachers.
2. **Chapel may be excused** through the chapel office. Student Health Services is not responsible for excusing chapel.
3. **To be excused from a test**, a student must be in compliance with the specific guidelines of his/her teacher.
4. **Excused absences** by Student Health Services are sent the day of the visit to Campus Pipeline. Students should check Campus Pipeline in order to ensure that an accurate record is posted.
5. **Being excused from an evening class** requires a note from a physician or having the school nurse enter the excuse on Campus Pipeline. The student should report to the clinic by 4 p.m. After 4 p.m., in an emergency, the student should report to his/her teacher or residence life coordinator, who may call the nurse.
6. **For students in on-campus housing** to be excused from classes, they must have a visit with a physician or health care professional or be examined by the nurse **before** missing class. If a student has seen the nurse and must miss again the following day, he or she must call Student Health Services **before** the class begins. If a student awakens too ill to report to Student Health Services, the residence life coordinator may verify the student's illness and call Health Services. This method is only for the times when the student is genuinely too ill to report in person and should be a rare occurrence. If the student becomes ill during the day, he/she should report to Student Health Services as soon as possible. The nurse may not excuse the student if he/she does not report to the clinic before class starts. Residence hall visits will be made for emergencies only.
7. **For students to be excused who live in off-campus housing, at home or with an approved person or who are married**, they must follow the attendance policy of their teacher and report to him or her by phone or e-mail **before** classes each day. The expectation is that students are not going to need to be excused often. Exception to this should be presented to the teacher through the assistance of Student Health Services or a physician.

8. **A parent or guardian may give any assistance** to the nurse or residence life coordinator concerning illnesses or conditions to enable them to serve the student better and to avoid jeopardizing the student's wellness or the wellness of others.
9. **Chronic or pre-existent illness.** Students with a chronic or pre-existent illness such as diabetes, depression, asthma, Crohn's, migraines, etc., which might interfere with their class/chapel attendance, may have an attending physician send a letter to the director of Student Health Services and Student Support Services to give special consideration for accommodation. By law, any student who does not self-identify cannot be accommodated. The student must counsel with Student Support Services to have his or her needs worked out with each individual teacher, the assistant vice president for Student Life, and the vice president of Academic Affairs at the beginning of **each** semester. Also, it is highly recommended for the student to identify with a local physician giving to her or him knowledge of the condition to be able to better assist with routine care or emergencies.
10. **Each student is requested to fill out and return the medical certificate form.** This can be found online at www.harding.edu/stulife/health.html. Click on Harding University, Student Services, Health Services. Scroll down below the map and click on Medical Certificate pdf. Once this is completed, please send it to Student Health Services, Harding University, P.O. Box 12271, Searcy, AR 72149-2271.
11. **Proof of immunization for measles, mumps and rubella** is required by Harding University and the state of Arkansas to register for classes. This must be sent to the Admissions Services Office immediately upon acceptance to the University. Proof of immunization and a booster are required.
12. **The Arkansas Department of Health** requires screening of foreign-born students for tuberculosis. On arrival to campus, the student must self-identify with International Student Services, located in the Student Center, Room 237, or call (501) 279-4023.
13. **Students are advised of the increased risk of meningococcal disease** in residence hall living and of the availability of vaccination against such risk.
14. **Current Immunizations:** Students living on or off campus, at an International Program campus, or going on international campaigns are advised to be current on all mandatory and recommended immunizations.
15. **Disposal of Needles and Syringes:** Any student using needles or syringes to administer his/her own injections must report to Health Services to be informed of the proper procedure for disposal as per federal ordinance.
16. **Student health insurance** information is available through Human Resources, located in the Ezell Building, Room 130. Application must be made within 30 days of the registration date. It is highly recommended for each student to purchase health insurance.

postal services department

contract postal unit

The University operates a Contract Postal Unit (CPU), located in the Hammon Student Center, under federal postal laws and regulations. The CPU offers full postal services, including Express Mail, Delivery Confirmation, Certified Mail, Registered Mail and mailing of parcels. The CPU also offers Western Union money orders and money transfers.

mail services

Separate from the CPU, the University operates Mail Services. University housing is not serviced by U.S. Postal Services home delivery in Searcy; therefore all students living in University housing are required to have a campus box and check it regularly. Boxes are typically assigned to students during Summer Experience or at registration, and a fee is assessed to the student's Business Office account. A student is not allowed to receive items for another person in their box unless the items are for immediate family members and the student notifies Mail Services. Mail will be returned to the sender if improperly addressed. Full name and box number are required for delivery of mail. The correct format for receiving items through Mail Services is:

For USPS mail delivery:

Name/Department

Box 12345 (box number)

Searcy, AR 72149-2345 (last four digits of box number)

For carrier delivery (FedEx, DHL and UPS):

Name

HU 12345 (box number)

915 E. Market Ave.

Searcy, AR 72149-2345 (last four digits of box number)

An item sent to a student through Mail Services is in fact an item delivered to the University. The laws and regulations relating to U.S. Postal Service mail delivery only apply before an item has been delivered to the University. Upon delivery to the University, Mail Services sorts items to the boxes.

Upon graduation or withdrawal from school, a student should complete a change of address form and file it with Mail Services so items may be forwarded. Students should notify magazines, newspapers and other correspondents of any address change. Students who no longer live in University housing, are no longer enrolled or preregistered for classes, or have withdrawn from school may not continue to use the campus box as their address.

campus mail

Campus Mail is a service designed to enhance student and faculty/staff communication. The minimum size acceptable for each mail piece is 3 x 5 inches. All mail must have first and last name and box number of the recipient and a return address. When sending more than 25 items, each mail piece should be placed in *box number* order to speed delivery.

The following items will not be accepted for delivery by Campus Mail: liquids, glass containers, fruit, vegetables or flowers; any mail piece with candy/objects taped, stapled or attached; or 8.5 x 11 sheets of paper (each sheet must be folded in half or thirds prior to being submitted to Campus Mail).

Multiple pieces of candy, home-baked goods, etc., must be placed in Ziploc bags or factory-sealed containers.

Campus Mail may not be utilized for mailing or receiving items for a personal business. Such items are to be sent and received by an alternate method.

dining services

Harding University's Dining Services is proud to offer you one of the best campus dining programs around. Harding is a unique place requiring a unique dining program. The student body is composed of people from almost every state and dozens of foreign countries, each seeking something a little different from their meal plan. Quality, variety, convenience and flexibility are all combined to offer a dynamic dining experience. Dining Services strives to keep pace with the ever-changing trends in food service and welcomes your input.

The Charles M. White Cafeteria offers a wide variety of foods including freshly made wraps, pastas and sauces, pizza, stir fry, deli, salad bar, Mexican food, flame-broiled burgers with fries, comfort food, ice cream, cakes, pies, fresh fruit, and more. Cafeteria hours are as follows:

Monday - Friday

Breakfast	7 a.m. - 10 a.m.
Lunch	10:30 a.m. - 1:30 p.m.
Light Lunch	1:30 p.m. - 4:30 p.m.
Dinner	4:30 p.m. - 7 p.m.

Monday - Thursday

Late Night	7 p.m. - 8 p.m.
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Saturday and Sunday

Brunch	10:30 a.m. - 1:30 p.m.
Dinner	4:30 p.m. - 7 p.m.

Sunday Night

Late Night	7 p.m. - 8 p.m.
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SECTION 12

general information

procedures for withdrawal from the university

Occasionally students find they must withdraw completely from the University. The following are steps for withdrawing from the University for **students living in University housing and/or enrolled in classes on the Searcy campus**:

1. The student should go to the Office of Student Life to complete paperwork and the required exit interview.
2. The student is then required to visit with the Office of Financial Services for an exit interview.
3. The student will submit the completed and signed withdrawal form to the Registrar's Office. If a student is also a residence hall student, he/she will need:
 1. A Drop From Housing form from the Office of Student Life and the withdrawal form. The Drop From Housing form must be signed by a Student Life dean.
 2. The student will then take the Drop From Housing form to the Office of Residence Life to have it signed.
 3. Next, he/she will need to take the form to the residence life coordinator, who will fill it out along with a room inventory form when the student turns his/her room key to the residence life coordinator.
 4. Finally, the residence life coordinator will take this form to the Business Office, where the student will be officially removed from the residence hall.

The following are steps for withdrawing from the University for students **who are enrolled in a class not on the Searcy campus or only in online courses**:

1. Complete a withdrawal form and submit it to the Office of Student Life; fax a written notice to the Office of Student Life at (501) 279-4059; or mail the notice to the Office of Student Life, Box 12252, Searcy, AR 72149-2252. Provide your name, student ID number, home address, telephone number, semester of withdrawal and signature.
2. The Student Life Office will notify the Office of Financial Services, Business Office and Registrar's Office of the withdrawal.

Students will not be considered officially withdrawn until the registrar has received notification and completed the drop for all classes. Students who do not complete an official withdrawal may receive a failing grade for each class. Students should follow the deadline as listed in the academic information section of the current catalog.

mandatory psychiatric withdrawal of students

1. A student will be subject to mandatory psychiatric withdrawal if the administration or the Counseling Center concludes that the student is suffering from a mental disorder, as defined by the current American Psychiatric Association Diagnostic Manual or its equivalent, and, as a result of a mental disorder, engages, or threatens to engage, in behavior that:
 - a. Poses a significant danger of causing imminent physical harm to the student or to others; or
 - b. Substantially impedes the lawful activities of other members of the campus community, including disruption of residence hall or apartment complex life routine; or
 - c. Reasonably indicates that the student is unable to successfully complete current academic requirements at the University.
2. Except in emergencies, adequate advance notice must be given to the student that he/she may be subject to mandatory psychiatric withdrawal from the institution. Interim psychiatric withdrawal may be implemented immediately by the appropriate administrator if he/she so determines. A student withdrawn on an interim basis shall be given an opportunity to appear personally before the administrator or a designee within 36 hours from the effective date of the withdrawal.

Those situations that are not regarded as emergencies will be held within seven business days after the student has been evaluated by the licensed mental health professional selected by the school. The student will remain withdrawn pending completion of the informal proceedings.
3. The appropriate school administrator may require a psychiatric evaluation for good cause.

4. The findings of the health care professional shall be reviewed by an administrator to determine that a psychiatric withdrawal is recommended.
5. The student and family member or mental health professional is to be allowed the opportunity to examine the psychiatric evaluation and to discuss it in an informal proceeding before any final determination is made.
6. Prior to readmission, a student will be required to provide a written evaluation from a licensed mental health care professional and to submit to an evaluation by the University's Counseling Center staff.

As in the case of any procedure guidelines, Harding University reserves the right to change or to make appropriate revision, additions, amendments or corrections.

parking: privileges and responsibilities

It is the policy of Harding University to permit all students to have and drive automobiles on campus and in the community under certain conditions and exceptions as cited below:

vehicle registration

1. All students enrolled at Harding University, living on or off campus, and their spouses must register their vehicles.
2. All vehicles driven on the University's campus must be properly licensed and registered with the Office of Parking Services.
3. All students, faculty and staff members who own one or more vehicles are required to register the vehicle(s) and correctly display a valid parking permit.
4. Permits must be affixed to the vehicle in the manner in which they were designed by the manufacturer. This will constitute the final phase of vehicle registration. The permit must be correctly/permanently affixed to avoid penalty.
5. Specific registration instructions can be found online at www.harding.edu/publicsafety.
Yearly auto registration — \$25
6. The Office of Parking Services may utilize online resources to locate unregistered vehicles. The Office of Parking Services may also tow unregistered vehicles after the vehicle has accumulated five citations. (Separate citations may be written for a vehicle parked improperly and for not being registered.) Unregistered student-owned or-driven vehicles may be registered by the Office of Parking Services with a \$35 surcharge added to the student's account in addition to any citations the vehicle may have received.
7. Students who falsify registration information are subject to disciplinary action.

special circumstances

1. Physically disabled persons who are connected with the University and who suffer a permanent or temporary physical disability may apply at the Office of Parking Services for special parking consideration.
2. Faculty, staff and students who have a motor vehicle registered and, for some extraordinary circumstance, find it necessary to operate and park an unregistered vehicle on campus, may obtain a temporary permit without cost for a period of no longer than two weeks from the Office of Parking Services.
3. Graduate students are required to register their vehicles with the Office of Parking Services, and they must display a student sticker on the vehicle they are driving to avoid penalty.
4. Students may not store or drive golf carts or all terrain vehicles (ATVs) on campus without prior approval from the Office of Student Life.

rules and regulations

1. Every person operating a vehicle on campus is held responsible for acquainting himself/herself with and obeying the traffic and parking regulations of the University.
2. Vehicles must be parked in designated slots.
3. Vehicles are considered parked when left unattended.
4. Tickets are written 24 hours a day, seven days a week. Example: If a vehicle is parked in a handicap slot, loading zone or staff area, it is subject to a ticket every hour (also see towing policy).
5. Reserved slots are restricted 24 hours a day.
6. Students may park in staff areas from 5 p.m. to 7:30 a.m., unless otherwise restricted.

7. Loading zones are for emergency and maintenance vehicles. Students loading and unloading will be allowed for 15 minutes.
8. Overnight parking (curfew to 7 a.m.) is NOT allowed on the north and east sides of campus and where otherwise posted.
9. No vehicle shall be parked in such a fashion as to obstruct pedestrian or vehicle traffic.
10. Double parking is not permitted on the campus at any time.
11. Parking is prohibited for vehicles in the following areas:
 - * All areas not distinctly designated as parking areas.
 - * Red curbs.
 - * Service lane zones and roads.
 - * Traffic lanes within parking lots.
 - * On the grass or sidewalks.
 - * On a pedestrian crossing.
12. Students driving vehicles with faculty/staff stickers are required to park in student parking. A record will be kept of all fees and penalties assessed. Students may not register for the next semester until all fees have been paid.

exceptional circumstances

1. When leaving campus for vacations, leave your vehicle parked in student parking (not in “No Overnight” parking).
2. If you park illegally because of car failure, notify the Office of Parking Services. You will be required to move the vehicle within 24 hours unless other arrangements are made with the manager of Parking Services.

appeals process

To contest a parking citation, one must submit an appeal within 10 days of when the citation was written to the Traffic Appeals Committee via the Web site, www.scapay.com. The Appeals Committee is made up of Harding staff and faculty members. Committee members review each appeal and make their decision based on the information contained in the appeal as well as information from the ticket itself. When there is a question about an appeal, members of the committee may consult with the manager of Parking Services to find a resolution. The decision of the Traffic Appeals Committee is final.



towing policy

The University reserves the right to remove or have removed by impounding any vehicle parked in such a way as to constitute a serious hazard or any vehicle that impedes vehicular or pedestrian traffic movement, the operation of emergency equipment, the making of essential repairs and services, or for other cogent reasons, such as failure to properly register the vehicle, continuous parking violations (five tickets) or abandoned vehicles. Owners of such vehicles will be required to pay all costs involved in removing, impounding or storing such vehicles.

general information

1. The campus and buildings of Harding University are private property. The Office of Parking Services is responsible for regulating and enforcing traffic and parking regulations.
2. All parking violations should be handled through the Office of Parking Services located on the second floor of the Ezell Building.
3. All traffic accidents or mishaps should be handled through the Office of Public Safety by calling 279-5000.
4. All Harding students are required to carry a valid Harding ID card at all times while on campus. This ID card must be surrendered to any Harding University faculty member, staff member, public safety officer or parking enforcement officer upon request.
5. Harding University assumes no financial responsibility for any vehicle or its contents while parked on campus.

penalties for each violation

Penalties for parking violations vary depending on the type of violation and the number of tickets received. Penalties may be amended by the vice president for finance. Penalties may be paid at the Business Office. Specific penalties for each fine can be found online at www.harding.edu/publicsafety.

acceptable use of harding university's information services & technology (is&t)

Those who make use of the University's IS&T resources are required to behave in a manner consistent with Harding's mission, policies and codes of conduct. As a user of these resources, you should adhere to the following guidelines:

1. You are responsible for any computer account you have been given and for setting passwords.
2. You agree not to intentionally seek out information about, copy or modify password files, other users' files, or disks belonging to other people.
3. You shall not attempt to decrypt material to which you are not entitled or attempt to gain rights you have not been specifically granted by the owner.
4. You agree to refrain from any activity that intentionally interferes with a computer's operating system or its logging and security systems.
5. You shall be sensitive to the public nature of computer systems and refrain from transmitting, posting or otherwise displaying material that is threatening, obscene, discriminating, harassing, defamatory, or contrary in any way to the mission of Harding University.
6. You agree not to make copies of or distribute software the University owns or uses under license.
7. Messages, statements and declarations sent as electronic mail or public postings should be treated as if they were tangible documents.
8. You agree not to create, alter or delete any electronic information contained in any system associated with the University IS&T resources that is not part of your own work.
9. You agree not to create, send or forward electronic chain mail letters.
10. You shall not use the University's IS&T resources as a means of obtaining unauthorized access to any other computing systems.
11. Harding's computing disk storage is a University resource with costs attached and should be used with care and discretion.
12. You agree not to use the system for non-University business, such as the transmission of commercial or personal advertisements; solicitations and promotions; or for reproduction of political, ideological or commercial material.

Disciplinary Action: Breaches of this policy will be treated as breaches of discipline and dealt with as contained in the Harding University Code of Conduct.

distribution of literature on campus

Organizations or individual students wishing to display or distribute literature or other materials to students and faculty on University-controlled property will be governed by the following:

1. Approval must be secured from the Office of Student Life.
2. Literature and materials for distribution must not contain:
 - a. Writings that are libelous, obscene or in violation of federal, state or local laws.
 - b. Materials that attempt to exploit for commercial gain the name, image, logo or reputation of this University through the sale of any item, subscription copies or the sale of advertising space.
3. All literature must state the name of the sponsoring organization.
4. Literature and materials for distribution may, upon appropriate approval, be placed in areas designated by the Office of Student Life.

legal notices

family educational rights and privacy act of 1974

The Family Educational Rights and Privacy Act of 1974 (called FERPA) provides, with certain exceptions, (1) that students shall have a right of access to their education records and (2) that education institutions shall not release education records to non-school employees without the consent of the student. “Students” as used in this notice includes former students.

Right of Access. With few exceptions provided by law, students at Harding may see their education records upon request. Access will generally be granted immediately upon request to the record custodian, but if delay is necessary, the student may sign a “Request for Access to Student Records” and be allowed access sometime within 45 days of the request. Students are entitled to copies (at the student’s expense) of records to which they have access. Students further have the right, under established procedures, to challenge the accuracy of the records and to enter their viewpoints in the records. A list of all education records maintained by Harding and a copy of the University FERPA Policy are kept in the Harding Office of Student Life.

The University may not require students to sign a waiver of their right to access, but students should be aware that recommendations and evaluations may not be very helpful or candid without a signed waiver.

A student’s home address and phone number will be made available to a roommate assigned to that person.

health insurance portability and accountability act of 1996

Harding complies with applicable privacy and security standards, requirements, and implementation specifications pursuant to the Health Insurance Portability and Accountability Act of 1996. Notice of the uses and disclosures of protected health information made by Harding and students’ rights and Harding’s duties with respect to protected health information is provided to each student.

sexual harassment

Harding University reaffirms the principle that students, faculty and staff have the right to be free from sex discrimination in the form of sexual harassment by any member of the academic community.

Sexual harassment is **defined** as an attempt to coerce an unwilling person into a sexual relationship, or to subject a person to unwanted sexual attention, or to punish a refusal to comply, or to create a sexually intimidating, hostile or offensive environment. Sexual harassment is generally understood to include a wide range of behaviors, from the actual coercing of sexual relations to the unwelcome or inappropriate emphasizing of sexual identity. This definition will be interpreted and applied consistent with Christian standards of behavior and conduct.

A student who believes that he or she has been sexually harassed may obtain redress through informal and formal procedures of the University. Complaints about sexual harassment will receive prompt and equitable response. The right to confidentiality of all members of the academic community will be respected in both informal and formal procedures, insofar as is possible. Retaliation against individuals for bringing bona fide complaints of sexual harassment is expressly prohibited. Knowingly or willfully making a false claim is subject to discipline up to but not limited to suspension from school. Formal procedures will not be initiated without a signed and verified written complaint. An individual found to have engaged in sexual harassment is subject to disciplinary action for violations of the policy, consistent with existing procedures.

Sexual harassment claims made by a student against another student are filed with the Office of Student Life. Claims made by a student against a faculty or staff member are filed with the Office of Human Resources located in the Ezell Building, Room 131.

right to search

The student, by being enrolled at the University, consents and grants to the University the right to enter and/or search that student's room, with or without the student's presence, to search his or her possessions that are in or on University property, to search computer files and data-storage devices, and for a reasonable period of time, to maintain possession of anything by which the student violates the rules and regulations of the University.

right of refusal

The student, by being enrolled at the University, directs and authorizes the University to refuse any item sent to the student through any means, including Mail Services, if the University finds possession of the item by the student would be inappropriate, would violate the rules and regulations of the University, or would be contrary to the mission of the University.

Harding is a drug-free school — it's the law

Harding's policy states that drug and alcohol possession or use is not tolerated. The Drug-free Schools and Communities Act requires our school to outlaw the possession, use, or distribution of illegal drugs and alcohol by students and school employees on school property or during school activities.

It also requires us to explain the risks that drug and alcohol use may cause to your health.

Drugs and alcohol can:

- Distort what you see, hear and feel.
- Make you feel you are doing your best when your actual performance is poor.
- Cause crime at school.
- Interfere with how your brain uses information.
- Give you a criminal record.

Marijuana use can:

- Cut your mental powers.
- Slow your physical reflexes.
- Affect your space and distance judgment.
- Make you forgetful.
- Damage your lungs, reproductive organs and brain.

Cocaine use can:

- Cause a heart attack.
- Cause emotional problems, mood swings, lack of dependability.
- Cause you to make poor judgments.
- Cause crime.
- Be addictive.

Heroin use can:

- Cause total disinterest in anything except drugs.
- Cause crime.
- Spread disease.
- Result in overdose, coma or death.
- Cause school and family problems.

Hallucinogen use can:

- Cause distortion.
- Cause sudden, bizarre behavior changes.
- Cause loss of concentration and memory.
- Cause permanent loss of brain function.

Alcohol can:

- Cause loss of concentration, coordination and judgment.
- Cause inability to deal with problems.
- Increase aggressive behavior.
- Cause difficulty in learning and remembering.
- Permanently damage your liver, heart and brain.

Amphetamines can:

- Make you panic or behave wildly.
- Be addictive.
- Cause brain damage.

Sedatives can:

- Slow down your mental processes and reflexes.
- Cause kidney and liver damage.
- Be addictive.

Inhalants can harm your:

- Vision.
- Memory.
- Thinking.
- Coordination.
- Breathing.

Steroids can:

- Damage the heart, liver and reproductive system.
- Cause depression.
- Lead to heart attacks and strokes.

Tobacco can:

- Cause smelly hands, hair and clothes.
- Cause wrinkles.
- Cause bad breath and stained teeth.
- Cause cancer.
- Cause heart and lung disease.

The Drug-free Schools and Communities Act, a federal law, says that the regulations must be followed.

special note

Other important information available in the Office of Student Life includes:

- AIDS**
- SUICIDE**
- ALCOHOL AND A DRUG-FREE CAMPUS**
- MENTAL HEALTH**
- HANDICAPPED STUDENTS**
- SOCIAL CLUBS**
- RAPE AWARENESS AND PREVENTION**
- CAMPUS PARKING REGULATIONS**

delineation of responsibilities

board of trustees

The authority to establish and enforce regulations of Harding University is vested in the board of trustees. The responsibility to initiate, implement and supervise the disciplinary process for students is delegated to the president, who in turn has designated the assistant vice president/dean of students as the person to conduct the nonacademic disciplinary proceedings of the University. The assistant vice president for Student Life and his/her staff shall be responsible to the executive vice president of Harding University for disposal of all cases.

The faculty and staff of Harding University are delegated the authority to enforce the Harding University Code of Conduct in the classroom, dorms, on campus, and when involved in other activities.

student responsibility

Each of our students is responsible for knowing all the policies and regulations contained within this document. Each also is expected to demonstrate a respect for oneself and the rights and property of others, both within and outside the University community.

Students are expected to maintain the highest standards of morality, integrity, orderliness and personal honor. Harding University reserves the right to refuse admittance or dismiss any student whose lifestyle is not consistent with the Christian principles that this University represents.