

# STUDENT HANDBOOK 2025-2026





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The Student Handbook has been developed in accordance with Christian conduct in mind. Students are responsible for accessing and complying with the policies of the Student Handbook. Students are responsible for abiding by any policy in the University catalogs, on the FHU policy site, and in course syllabi. This responsibility begins on your first day of arrival on campus and continues until the last day of enrollment. Permission from parents does not release a student from this agreement.

The University reserves the right to delete, amend, and/or create policies regarding student life and safety at any time. Any such changes will be communicated via email and the University website.

Terms for use of the University Handbook:

University - Freed-Hardeman University

Student - any student enrolled for one or more credits during the current semester.

Faculty/Staff - any faculty member, staff member or administrator currently employed by the University.

Many policies are hyperlinked within this document for your convenience. Handbook Linked Policies - <a href="mailto:fhu.edu/campuslife/studentservices/handbook-linked-policies">fhu.edu/campuslife/studentservices/handbook-linked-policies</a>

The Student Handbook is prepared by the Office of Student Services in cooperation with the following personnel:

David R. Shannon, President TJ Kirk, VP for Student Services Tony Allen, Dean of Student Life Lacy Crowell, Dean of Students Dr. LeAnn Davis, VP for Academics



<sup>\*</sup>All terms within this handbook are determined and defined by Freed-Hardeman University.

# ABOUT FREED-HARDEMAN UNIVERSITY

## **IDENTITY STATEMENT**

Freed-Hardeman University is an academic community, associated with churches of Christ, which is dedicated to providing excellent undergraduate, graduate and professional programs.

### MISSION STATEMENT

The mission of FHU is to help students develop their God-given talents for His glory by empowering them with an education that integrates Christian faith, scholarship, and service.

# **VISION STATEMENT**

Building on our heritage, FHU will be the preferred academic community for students who seek to grow in faith, knowledge, and service in a changing world.

"Rather, speaking the truth in love, we are to grow up in every way into him who is the head, into Christ."

**Ephesians 4:15** 

# STATEMENT OF FAITH

Freed-Hardeman University is an academic community of committed believers who cherish the Christian pillars of love, integrity, discipleship, wisdom and unity. Consequently, we believe:

In One God, infinite in love, sovereign in power, and unchanging in his nature, eternally existent in three persons, the Father, the Son and the Holy Spirit;

In God's Creation of the World from nothing in six days, making human beings male and female, and authorizing them to procreate and steward the creation for his glory;

In the Bible, consisting of the Old and New Testaments, God-breathed and without error in its original composition, infallible in its authority to direct doctrine and practice in all ages;

In Jesus Christ, born of a virgin, living a sinless life, dying as God's atoning sacrifice for the sins of world, rising from the grave and reigning at the right hand of God with whom he intercedes for us;

In Salvation by means of hearing the good news of Jesus' death, burial and resurrection, by assenting to God's grace by faith, by turning away from sin, and by being immersed in water for the remission of sins;

In One Church, the body of Christ, to which the Lord adds all the saved, who assembles every first day of the week around the world to observe the Lord's Supper, and who affirms Jesus as the Christ, the Son of God;

In God's Ultimate Victory over Satan and the spiritual powers of evil at the final judgment, resulting in the eternal reward.

# **OUR AIMS**

In accomplishing its purpose, the university pursues the following three aims.

# Freed-Hardeman provides higher education with a Christian perspective:

- by recognizing the Bible as the inspired and authoritative Word of God,
- by presenting Jesus, the Christ, as the model for personal behavior,
- by viewing each person as a special creation of God, possessing an everlasting soul, with ultimate accountability to God,
- by promoting racial harmony, religious unity, and respect for individual differences through Christian love and biblical teaching and
- by offering programs, activities and worship opportunities that strengthen the university community.

# Freed-Hardeman provides educational opportunities through excellent undergraduate and graduate programs:

- by employing a qualified, caring Christian faculty,
- by teaching students to be critical thinkers who communicate effectively,
- by offering a balanced education in the liberal arts and sciences as well as specialization in a chosen discipline,
- by offering academic enrichment opportunities to strengthen individual students,
- by equipping students for advanced study and career challenges and
- by instilling in students a lasting desire for learning.

# Freed-Hardeman provides service to the individual, home, church, community and world:

- by facilitating spiritual, intellectual, emotional, social and physical growth,
- by recognizing the home as the basic unit of society and helping students develop skills for healthy Christian families,
- by encouraging students to love the church and preparing them for active service in a local congregation,
- by offering programs to strengthen and encourage growth of the church and
- by teaching students to become effective citizens of the local and world communities.

#### These aims are accomplished through an emphasis on the scriptural pillars of:

- 1. Love: "Love the Lord your God with all your heart and with all your soul and with all your mind...Love your neighbor as yourself," (Matthew 22:37, 39). This pillar emphasizes the importance of showing love and respect towards God and others, which is reflected in our code of conduct and disciplinary policies.
- 2. Integrity: "The integrity of the upright guides them," (Proverbs 11:3). This pillar highlights the importance of honesty, responsibility and accountability which is reflected in our academic policies and expectations of behavior both on and off campus.
- **3. Discipleship:** "Go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit," (Matthew 28:19). This pillar emphasizes the importance of discipleship and spiritual growth, which are reflected in our religious education curriculum, chapel, devotionals and opportunities for spiritual formation.
- **4. Wisdom:** "The fear of the Lord is the beginning of wisdom," (Proverbs 9:10). This pillar emphasizes the importance of seeking and applying godly wisdom, which is reflected in our academic and spiritual curriculum, as well as our policies for decision-making and conflict resolution.
- **5. Unity:** "Make every effort to keep the unity of the Spirit through the bond of peace," (Ephesians 4:3). This pillar emphasizes the importance of fostering a culture of unity, collaboration and mutual respect, which is reflected in our policies for diversity, inclusion and interpersonal relationships.

# MESSAGE FROM THE VICE PRESIDENT OF STUDENT SERVICES



Dear students,

Welcome to Freed-Hardeman University! We are thrilled to have you as part of this vibrant community of learners, leaders, and believers. Choosing where to continue your education is a meaningful and personal decision, and we're honored that you've chosen to be here. You are not just joining a school, you're joining a family.

At FHU, we believe that education is about far more than acquiring knowledge, it's about becoming the person God created you to be. It's about forming character, discovering purpose, and building relationships that will shape your future in ways you can't yet imagine.

This year, our Chapel theme is "HIS Way Is Better," inspired by Isaiah 55:8-9:

"For my thoughts are not your thoughts, neither are your ways my ways," declares the Lord. "As the heavens are higher than the earth, so are my ways higher than your ways and my thoughts than your thoughts."

That message will guide much of what we do this year, from Chapel messages to classroom conversations to the way we encourage and support one another. You will be invited to consider the ways our culture often leads us to chase what seems good, while God is calling us to trust what He says is best. We pray you'll discover the courage and clarity to follow His way, even when it's harder, because His way really is better.

FHU is built on five core biblical values that shape everything we do:

- **Love** (Matthew 22:37, 39)
- **Discipleship** (Matthew 28:19)
- Unity (Ephesians 4:3)

- Integrity (Proverbs 11:3)
- Wisdom (Proverbs 9:10)

These are more than just words on a page. They're lived out daily through our academic programs, spiritual rhythms, and shared life together on campus. And you'll see them, feel them, in the relationships you form with faculty, staff, and fellow students.

This handbook has been carefully prepared to help you navigate your time here. It outlines important policies and expectations, but also reflects our deeper commitment, to walk with you, support you, and guide you toward spiritual, academic, and personal growth.

We know college can be challenging. But you are never alone. You are seen. You are valued. You are loved. And you are surrounded by people who care deeply about your success, both in the classroom and beyond.

Thank you for choosing to be here. Thank you for saying "yes" to this journey. We pray that your time at FHU will not only be filled with knowledge and growth, but also with transformation and joy as you discover what it truly means to follow Christ.

Welcome home. Let's walk this path together because HIS Way Is Better.

TJ Kirk Vice President of Student Services

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# STUDENT RIGHTS AND RESPONSIBILITIES

## **STUDENTS HAVE THE RIGHT TO:**

- Receive a quality education from a dedicated faculty, aided by a supportive staff and a strong administration.
- Learn in an environment that fosters spiritual, intellectual, physical, emotional and social development.
- Participate in on-campus and off-campus events that encourage such growth.
- Engage in all activities of the University free from any form of discrimination, including, but not limited to, harassment based on race, color, creed, national or ethnic origin, religion, sex, disability, age or veteran status.
- Enjoy personal privacy, except as described in the policies or procedures of the University and as prescribed by law.
- Have access to the University Catalogs, Student Handbook, University Calendar and other relevant program handbooks via the University website (fhu.edu).
- Voice their opinions and concerns regarding the mission, vision and core values of the University.
- Express their opinions and concerns about any phase of their college experience to appropriate personnel.
- Have appeal processes in place.
- Be notified regarding changes in university policies or procedures in a timely manner.
- Have access to the University crime report, prepared annually by the Director of Campus Safety.

# STUDENTS HAVE THE RESPONSIBILITY TO:

- Be familiar with and accountable to the policies and procedures in the current University Catalog, Student Handbook and other relevant program handbooks.
- Take advantage of the opportunities provided by Freed-Hardeman University to develop spiritually, intellectually, physically, emotionally and socially.
- Respect the property of Freed-Hardeman University and acknowledge that violators are responsible for any damage or destruction to the property.
- Respect the rights and property of others, including other students, faculty, staff and administration.
- Respect the personal privacy of others.
- Recognize that parental permission does not supersede any policies and procedures in the current University Catalog, Student Handbook, or other relevant program handbooks.
- Cooperate with faculty and staff members in providing information concerning violations of university policies and procedures.
- Read and review all University mail, including, but not limited to, email, campus mail and mail disseminated through the Residence Hall Supervisors.
- Recognize that student actions reflect not only on the individuals involved, but also on the entire university.
- Develop Christian character traits, such as trustworthiness, respect, responsibility and compassion, and encourage such traits in others.
- Live daily by the words of Jesus, "So whatever you wish that others would do to you, do also to them," (Matthew 7:12).

# FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.

Students to whom the rights have transferred are "eligible students." These rights include:

- 1. Right to inspect and review your education record within a reasonable time after the University receives a request for access. If you would like to review your student record, contact the University office that maintains the record to make the appropriate arrangements.
- 2. Right to request an amendment of your education record if the individual believes the record is inaccurate or misleading. If you feel there is an error in the record, you should submit a statement to the University official responsible for the record, clearly identifying the part of the record you want changed and why you believe it is inaccurate or misleading. That office will notify you of their decision and advise you regarding the appropriate steps if you do not agree with the decision.
- 3. Right To consent to disclosure of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with "legitimate educational interests." A school official has a legitimate educational interest if the official has a "need to know" concerning information from your education record in order to fulfill his or her official responsibilities. Examples of people who may have access, depending on their duties, and only within the context of their duties, include: University faculty and staff, agents of the institution, students employed by the institution who serve on official institutional committees, and representatives of agencies under contract with the University.
- 4. Right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.

Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-4605

# DISCLOSURE OF EDUCATION RECORDS

#### A school must:

- Have student's consent prior to the disclosure of education records;
- Ensure that the consent is signed and dated and states the purpose of the disclosure
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.

# DISCLOSURE OF "DIRECTORY" INFORMATION

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook or newspaper article) is left to the discretion of each school.

For additional information or technical assistance, you may call 202-260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1-800-877-8339.

# NON-DISCRIMINATION RIGHTS STATEMENT

Freed-Hardeman University is committed to the policy of providing equal opportunity for all persons. The University does not discriminate in admissions, programs, or any other educational functions and services on the basis of race, color, creed, national or ethnic origin, religion, sex, disability, age or veteran status to those who meet its admission criteria and who promise to uphold the values stated in the University Catalog and Student Handbook.

Based upon this commitment, Freed-Hardeman University follows the principle of non- discrimination and operates within applicable federal and state laws. As a recipient of federal financial assistance, Freed-Hardeman University is required by Title IX of the Educational Amendments of 1972, as amended, not to discriminate on the basis of sex in its admission policies, treatment of students, employment practice or educational programs, except as required by religious tenets of the churches of Christ the teachings of the Bible as understood and interpreted by the Board of Trustees.

The preamble to Title IX of the Education Amendments of 1972 states that "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Freed-Hardeman University prohibits conduct as described in the preamble to Title IX, except for circumstances

when a religious exemption applies, such conduct is inconsistent with and contrary to Freed-Hardeman University's mission and core values. It is Freed-Hardeman University's Policy not to discriminate based on sex as set forth in Title IX, unless an appropriate religious exemption applies.

As a University, we affirm that God created them male and female and instituted marriage to be between one man and one woman (Genesis 2:7- 25). We also affirm that all sexual activity outside of marriage is contrary to God's will (1 Corinthians 6:9-11). We further affirm that homosexual relationships, homosexual marriage, homosexual sex, and homosexual displays of affection are contrary to God's will (1 Corinthians 6-11). Lastly, we affirm God immutably created both man and woman; therefore, any gender limitations in any educational program or activity, such as housing, restrooms, and athletics, shall be determined exclusively by biological sex at birth and not by one's self-perception.

# **CAMPUS SAFETY ACT RIGHTS**

In order to comply with the Department of Education regarding the Jeanne Clery Act of 1990, Freed-Hardeman University must record all crimes occurring on campus on a yearly basis. Through resources from the Freed-Hardeman Office of Campus Safety, the Henderson Police Department, and the Office of Student Services, an annual report is submitted to the U.S. Campus Crime website each year. The most current crime report statistics are available at fhu.edu. The University submits a monthly crime report to the Tennessee Incident Based Reporting System (TIBRS).

# STUDENT GRIEVANCES

Freed-Hardeman University strives to provide excellent service to its students. A student who has a complaint about any aspect of FHU is encouraged to follow the directive given by Jesus in Matthew 18 and discuss the issue informally with appropriate FHU personnel. Most issues can be resolved in this way. In the event that the issue is not resolved, or the student is not comfortable discussing the issue informally, the student is encouraged to submit a written grievance. For grievances related to academic matters, please refer to Academic Life: Student Academic Grievance Policy. Grievances related to nonacademic matters may be submitted to the appropriate office on campus or to the Office of Student Services.

# NONACADEMIC GRIEVANCE

#### **Purpose**

The purpose of this policy is to provide an opportunity for students at Freed-Hardeman University to have grievances addressed in a fair and professional manner. All parties involved in the grievance process are expected to conduct themselves in a manner consistent with the Christian standards of the University (Scriptural Pillar 2: Integrity).

#### **Nonacademic Grievance**

Any grievance of a nonacademic nature may be discussed informally with a faculty member, staff member, or administrator, as appropriate (Matthew 18). If the grievance is not resolved in this fashion or if the student does not feel comfortable discussing the grievance informally, the following procedure must be followed:

- 1. The grievant will register the complaint in writing using the Nonacademic Grievance Form, available in the Office of Student Services or online at fhu.edu, within ten (10) school days of the alleged incident. The completed form should be submitted to the Vice President for Student Services, where it will be routed to the appropriate supervisor in whose area the grievance has arisen. The supervisor will respond in writing within five (5) school days of receipt of the grievance. If the grievance directly involves the supervisor, then the student may request that the grievance be submitted directly to the vice president in whose area the complaint has arisen.
- 2. If the supervisor's response does not resolve the complaint, or if the grievance directly involves the supervisor, then the grievant may request that the written grievance be submitted to the vice president in whose area the complaint has arisen. This request must be made through the Vice President for Student Services within five (5) school days from the time of the supervisor's initial written response. The vice president must respond in writing within five (5) school days of receipt of the grievance. The decision of the vice president is final.
- 3. If the grievance directly involves the vice president, the student may request that the grievance be submitted directly to the president. This request must be made through the Vice President for Student Services. The president must respond in writing within five (5) school days of receipt of the grievance. The decision of the president is final.

Records of written grievances and responses will be maintained in the Office of the Vice President for Student Services. In the interest of all involved, if an appeal is submitted just prior to the end of a term, deadlines (for the submission of paperwork, etc.) are subject to modification. This policy will take effect beginning with the Fall 2010 semester, and will supersede all other grievance procedures currently in effect.



Let us hold fast the confession of our hope without wavering, for he who promised is faithful. And let us consider how to stir up one another to love and good works, not neglecting to meet together, as is the habit of some, but encouraging one another, and all the more as you see the day drawing near.

Hebrews 10:23-25

- Regular Bible study is a vital component of a Christian education at Freed-Hardeman University. All full-time students in residence are required to register for credit (not audit) and attend a Bible class regularly each semester. For more information, see Academic Life: Bible Class Attendance.
- All students are encouraged to attend church services on Sunday morning, Sunday evening and Wednesday evening.
- Various devotionals and Bible studies take place on campus throughout the week. Campus-wide devotionals are typically on Monday evenings. Clayton Chapel singings are every other Wednesday evening.
- Since 1937, a Bible lectureship has been held annually. Originating before that time as special short courses for preachers, the lectureship now draws men and women from many states and countries to hear outstanding preachers and to prepare themselves for more effective leadership and service. The lectureship is held during the first full week in February.

# **DEVOTIONAL OPPORTUNITIES ON CAMPUS**

Clayton Chapel Singing - Bi-weekly Wednesdays, 10:30 p.m., Clayton Chapel Zeteo Ladies' Bible Study - Wednesday, 9 p.m., Associates Science Center 107 Singing at Southern Oaks - Singing at Southern Oaks - Fridays, 3 p.m., 558 White Ave. Henderson, TN

# LOCAL CONGREGATIONS

# **Bargerton Church of Christ**

6000 Poplar Springs-Bargerton Rd. Lexington, TN 38351 731-968-8189

facebook.com/bargertonchurchofchrist

Sunday Bible Class: 9:30 a.m., Worship 10:30 a.m.,

Evening 5:00 p.m.

Wednesday Bible Study: 7:00 p.m.

# **Bethel Springs Church of Christ**

4487 Main St. Bethel Springs, TN 38315 731-934-7030

facebook.com/BethelSpringsChurchofChrist

Sunday Bible Class: 9:30 a.m., Worship 10:30 a.m.,

Evening 5:30 p.m.

Wednesday Bible Study: 7:00 p.m.

## **Campbell Street Church of Christ**

1490 Campbell St. Jackson, TN 38305 731-427-9511 campbellstreet.org facebook.com/cstreetchurch

Sunday Bible Class: 9:00 a.m., Worship 10:00 a.m.

Wednesday Bible Study: 5:30 p.m.

#### **Church Street Church of Christ**

526 N. Church Ave. Henderson, TN 38340 731-608-8577 Sunday Bible Class: 9:00 a.m.

#### **Crosswinds Church of Christ**

329 Hwy. 45 W. Three Way, TN 38343 731-784-9493 crosswindschurchofchrist.org facebook.com/crosswindscoc Sunday Bible Class: 9:00 a.m., Worship 10:00 a.m. Wednesday Bible Study: 6:30 p.m.

#### **Dyers Chapel Church of Christ**

26005 TN-104 Lexington, TN 38351

#### **East Jackson Church of Christ**

1461 East Chester St. Jackson, TN 38301 731-422-6341 eastjacksoncofc.org

Sunday Bible Class: 9:00 a.m., Evening 5:30 a.m.

Wednesday Bible Study: 6:30 p.m.

#### **Enville Church of Christ**

8365 Main St. Enville, TN 38332 731-668-5170

Sunday Bible Class: 9:00 a.m., Worship 10:00 a.m.,

Evening 6:00 p.m.

Wednesday Bible Study: 7:00 p.m.

#### **Estes Church of Christ**

3505 Hwy 45 S. Henderson, TN 38340 731-989-7990 esteschurch.org

facebook.com/esteschurchofchrist

Sunday Bible Class: 9:30 a.m., Worship 10:30 a.m.,

Evening 5:00 p.m.

Wednesday Bible Study: 7:00 p.m.

## **Finger Church of Christ**

2139 Finger Leapwood Rd. Finger, TN 38334 fingerchurchofchrist.org facebook.com/fingerchurchofchrist Sunday Bible Class: 9:30 a.m., Worship 10:30 a.m., Evening 7:00 p.m. Wednesday Bible Study: 7:00 p.m.

#### **Fourth Street Church of Christ**

142 N. 4th St. Selmer, TN 38375 731-645-6101 fourthstreetcoc.com facebook.com/fourthstreetcoc Sunday Bible Class: 9:30 a.m., Worship 10:30 a.m. Wednesday Bible Study: 7:00 p.m.

#### **Henderson Church of Christ**

240 White Ave. Henderson, TN 38340 731-989-5161 hendersoncoc.com facebook.com/HendersonTNchurchofChrist Sunday Bible Class: 9:00 a.m., Worship 10:00 a.m., Evening 5:00 p.m. Wednesday Bible Study: 5:45 p.m.

#### **Jacks Creek Church of Christ**

7295 State Route 100 E. Jacks Creek, TN 38347 www.jackscreek.org facebook.com/JacksCreek Sunday Worship: 10:00 a.m. Wednesday Bible Study: 6:30 p.m.

#### Juno Church of Christ

4600 Highway 412 W Lexington, TN 38351 <u>junochurch.com</u>

#### **Madison County Church of Christ**

55 Cave House Rd.
Jackson, TN 38305
731-608-8097
facebook.com/madisoncountycoc
Sunday Bible Class: 9:00 a.m., Worship 10:00 a.m.,
Evening 5:00 p.m.

#### Milledgeville Church of Christ

Wednesday Bible Study: 6:00 p.m.

51 Odom Ave. Milledgeville, TN 38359

#### **North Henderson Church of Christ**

603 Luray Ave. Henderson, TN 38340 Phone: 731-989-9622

#### **North Jackson Church of Christ**

2780 Hwy. 45 Bypass
Jackson, TN 38305
731-664-7811
northjacksonchurchofchrist.com
facebook.com/NJCOC
Sunday Bible Class: 9 a.m., Worship 10 a.m.,
Evening 6 p.m.
Wednesday Bible Study: 7 p.m.

#### Oak Grove Church of Christ

90 Lott Rd.
Henderson, TN 38340
731-989-7513
facebook.com/OakGroveCongregation
Sunday Bible Class: 9 a.m., Worship 10 a.m.,
Evening 6 p.m.
Wednesday Bible Study: 7 p.m.

#### **Pinson Church of Christ**

4082 US-45 Pinson, TN 38366

#### **Plainview Church of Christ**

1210 Plainview Rd. Henderson, TN 38340 731-989-2792

Sunday Bible Class: 10:00 a.m., Worship 11:00 a.m.

#### **Red Walnut Church of Christ**

145 Red Walnut Rd.
Bath Springs, TN 38311
Sunday Bible Class: 9 a.m., Worship 10 a.m.,
Evening 5 p.m.
Wednesday Bible Study: 7 p.m.

#### **Refuge Church of Christ**

3426 Refuge Rd. Bethel Springs, TN

#### Saltillo Church of Christ

225 Oak Ave. Saltillo, TN 38370 731-687-3996

#### **Scotts Hill Church of Christ**

11325 Sardis Scotts Hill Rd.
Scotts Hill, TN 38374
731-549-2370
scottshillchurchofchrist.com
facebook.com/ScottsHillChurchOfChrist
Sunday Bible Class: 9:30 a.m. Worship 10:30 a.m.
Wednesday Bible Study: 6:30 p.m.

#### **Skyline Church of Christ**

1024 Skyline Dr.
Jackson, TN 38301
731-668-5185
www.skylinechurch.com
Sunday Bible Class: 9:00 a.m., Worship 10:00 a.m.
Wednesday Bible Study: 6:00 p.m.

### **South Jackson Church of Christ**

845 Hwy. 18
Medon, TN 38356
731-424-9721
www.southjacksonchurchofchrist.org
Sunday Bible Class: 9:30 a.m., Worship 10:30 a.m.,
Evening 5:00 p.m.
Wednesday Bible Study: 7:00 p.m.

#### Stantonville Church of Christ

8228 Hwy. 142
Stantonville, TN
731-632-4678
stantonvillechurch.com
facebook.com/stantonvillecoc
Sunday Bible Class: 9:00 a.m., Worship 10:00 a.m.
Wednesday Bible Study: 6:30 a.m.

# CHAPEL PROGRAMMING AND ATTENDANCE

I was glad when they said to me, "Let us go to the house of the Lord!"

Psalm 122:1

Chapel is important to the basic purpose of Freed-Hardeman University. Held every morning at 10:30am, Chapel allows for students and faculty to come together as brothers and sisters in Christ.

Each chapel service begins with a devotional. Following the devotional, activities may include a message from God's word, guest speakers, entertainment, singing, class meetings, club skits or similar activities.

Chapel affords an opportunity to share in the joy and sorrow of other members of the university family and is vital to communication and sense of community at Freed-Hardeman. FHU is founded upon the integration of spiritual growth, learning and living (Pillar 3: Discipleship). For this reason, **chapel is mandatory for all undergraduate students** (with the exceptions of Early Admit and Dual Enrollment students) taking nine or more credit hours in a semester. It is also mandatory for undergraduate or graduate students residing on campus or in housing owned by the University, regardless of the number of hours taken.

Chapel attendance is checked daily by scanning a QR code; after students scan their ID cards, the attendance records are stored automatically at <a href="mailto:my.fhu.edu/SelfService/Home.aspx">my.fhu.edu/SelfService/Home.aspx</a>. Any form of falsification of chapel attendance records is student misconduct (Pillar 2: Integrity). Any student who in any way leads staff/faculty to believe you are present for chapel when you are not, will be subject to disciplinary action. Students can access their records of chapel attendance throughout the semester by simply logging into their Qwickly app. Any questions regarding chapel attendance can be addressed to chapel@fhu.edu or to the Dean of Students.

- Students are allowed 12 unexcused absences each semester. A student may be excused from chapel with prior written approval from the Dean of Students, or due to illness with a doctor's note. Students who have more than 12 unexcused absences during a semester will be subject to disciplinary action.
- Students who arrive for chapel after the program has begun, but within the first five minutes, will sign the tardy sheet and sit in the designated section. They will be counted tardy, not absent, for the day. Three tardies equal one absence. Students who arrive for chapel after the first five minutes will be counted absent, not tardy.
- Students may request an exemption for chapel if they have a valid reason approved by the Dean of Students. The process for requesting an exemption requires completing the form emailed at the beginning of the semester and having it approved by the Dean of Students. Students who are approved for a chapel exemption will have their allowed absences prorated based on the number of days they are required to attend each week. Exemptions are not automatic and are not in effect until the student has received written confirmation of approval by the Dean of Students. All chapel attendance concerns should be addressed to the Dean of Students either in person or by email. The deadline to request an exemption is the same as the academic drop/add date.
- Students may request a situational exemption after the deadline for University-sponsored trips such as a mission trip; exemptions are not in effect without written approval from the Dean of Students.
- Students will only receive an excused absence for sickness if they have a doctor's note. This note is to be emailed to either chapel@fhu.edu or directly to the Dean of Students.
- Chapel attendance is a core component of life at Freed-Hardeman University, as it encompasses all five foundational pillars of the University: loving God first and foremost (Matthew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3).

# DISCIPLINE FOR CHAPEL ABSENCES

- Should a student exceed their 12 allowed chapel absences per semester, the student will receive 5 hours of work detail per excessive absence, in addition to two weeks of club, intramural and athletics suspension per absence.
- Should a student reach 16 absences in a given semester, the student will be placed on disciplinary probation for the remainder of the semester, in addition to their hours of work detail.
- Should a student reach 20 absences in a given semester, the student may be suspended from the University.

# **EXCEPT DURING THE LAST 3 WEEKS OF CHAPEL**

If you exceed your chapel absences during the last 3 weeks of chapel for the semester, the discipline will be club suspension for the remainder of the semester and an 11 p.m.curfew for the remainder of the semester, including weekends. Reaching 16 or more absences during this time will affect the following semester, and accruing 20 or more absences will place the student in danger of suspension from the University.









For as in one body we have many members, and the members do not all have the same function, so we, though many, are one body in Christ, and individually members one of another.

Romans 12:4-5

The Office of Student Life at Freed-Hardeman University serves an integral function in supporting the mission, vision, and scriptural pillars of the University and in encouraging student development. This office works with the campus community to encourage spiritual, physical, intellectual, emotional and social growth through participation in on-campus and off-campus events throughout the school year.

The Office of Student Life provides a variety of programs, services and activities to support an energetic Christian environment. Student organizations offer an opportunity to develop leadership skills and work cooperatively. Students must be currently enrolled and in good academic standing in a minimum of six credit hours in order to participate in Student Life activities, including Makin' Music.

Student life on the campus of Freed-Hardeman University is a unique experience. In addition to housing the Office of Student Life, the Crews-Colbert Activity Center includes two movie theaters, a conference room, two multi-purpose rooms and a game room/lobby in order to promote the pillars of love and unity among the student body. Should you choose to participate in social clubs, Makin' Music, Intramurals, etc., you are agreeing to abide by all policies found in the University Handbook, the Director's Handbook, the Intramural Handbook and/or the Social Club Handbook as applicable to your chosen involvement.

#### The Office of Student Life is responsible for the following areas:

## INTERCLUB COUNCIL FOR SOCIAL CLUBS

The Interclub Council (ICC) provides overall leadership for the social clubs. Any issues concerning social clubs (intramural appeals, social club guidelines, induction, etc.) are discussed and voted on by this council (See the Social Club Handbook for more details). This council is responsible for promoting all five pillars: love (Matthew 22:37, 29), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3) in all social club activities.

# **MAKIN' MUSIC**

Makin' Music is a student-organized production that brings together prospective students, current students and alumni for a weekend of entertainment. Students may participate in Makin' Music in several ways, including the social clubs, the Makin' Music staff, the show band and the technical crew. Students also serve as hosts and hostesses and as ushers. The production includes performances by the hosts and hostesses and competitive performances by social clubs. While there is a competitive aspect, it is also a time to promote the pillars of love, integrity and unity among the student body. For more information, students may contact the Associate Vice President of Student Life in the Crews-Colbert Activity Center or by phone 731-989-6055 or by email tallen@fhu.edu.







# **SOCIAL CLUBS**

Almost from the beginning of Freed-Hardeman University, social clubs have been a part of the school's social structure. Membership in a social club provides a unique opportunity to develop lifelong relationships, to become involved in campus life and to participate in Christian service. Social clubs at Freed-Hardeman are inclusive and provide a unique opportunity for our students to develop all five pillars of love, integrity, discipleship, wisdom and unity. Each qualified student has the opportunity to join a club. Currently, five social clubs are active. They are as follows:

- Chi Beta Chi
- Phi Kappa Alpha
- Sigma Rho
- Omega Chi
- Xi Chi Delta





# **INTRAMURALS**

An athlete is not crowned unless he competes according to the rules.

2 Timothy 2:5

The intramural program at FHU provides participation opportunities for students with varying degrees of athletic ability. It is designed to serve the entire FHU family, including students, faculty, staff and administration. Participants have the opportunity to develop physically, socially and spiritually. The primary purpose of the intramural staff is to enhance this opportunity for growth and to promote the pillars of love, integrity and unity. For more information, students may contact the Associate Vice President of Student Life by phone 731-989-6055 or by email tallen@fhu.edu. Intramural sports include the following:

- Basketball
- Softball
- Volleyball
- Flag Football
- Ultimate Frisbee
- Dodgeball
- E-Sports

# UNIVERSITY PROGRAMS COUNCIL

The purpose of the University Program Council (UPC) is to plan and host social, cultural, educational and recreational programs for the students that align with our core pillars of love (Matthew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3).

**Interface** is an orientation program at the beginning of the fall semester for new students. Small groups, led by upperclassmen, participate in activities that allow them to meet other new students, faculty and staff and become informed about campus life. For more information, students may contact the Dean of Student Life by phone 731-989-6055 or email tallen@fhu.edu.

**Campus movies** are shown in the Crews Theater and are free to enrolled students of FHU.





# STUDENT GOVERNMENT ASSOCIATION

The Student Government Association (SGA) serves as a liaison between students and faculty, staff and administration and serves to promote the five pillars of love (Matthew 22:37,39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3) in all aspects of campus life. The SGA is comprised of 31 elected members and includes four groups: The Student Executive Board, the Student Senate, the Intra-University Council and the Freshman Advisory Council.

The Student Executive Board consists of four officers: president, vice president, secretary and treasurer — all elected by the student body. The Student Executive Board members, along with other SGA members, represent the student body on several University administrative and academic committees.

The Student Senate consists of 16 students who are elected from each classification in the SGA general election. The SGA Senators present the needs and concerns of their constituent groups to the Student Executive Board.

The Intra-University Council (IUC) consists of one elected member from each of the social clubs and one elected representative from each of the residence halls, thus creating a total of 17 members. The IUC presents to the Executive Board all concerns of social clubs and residence halls.

The Freshman Advisory Council (FAC), a group of no more than 15 members, is selected early in the fall semester. FAC candidates must fill out an application and go through an interview with the SGA president, vice president, sponsor and an appointed member of the SGA. The FAC elects its own president, vice president, secretary and public relations coordinator.

Of great importance to the SGA are its seven standing committees. Each of these committees has male and female co-chairs who supervise significant activities in their respective areas. These committees are appointed by the SGA president and vice president.

- **Community Service** coordinates and organizes activities that benefit the lives of FHU students and the community in accordance with our pillar of loving our neighbor.
- **Food Service** Food Service: acts as a liaison between the student body and the food service organization, reflecting the concerns and interests of the students in accordance with our pillar of unity.
- **Rules and Regulations** represents student interests in official University policies and safeguards academic freedom and student rights in accordance with our pillars of integrity, wisdom and love.
- **Safety Committee** acts as an intermediary between the students and the Safety Committee and handles all matters relating to student security in accordance with our pillars of wisdom, love and integrity.
- **Spiritual Life** helps to create and maintain an atmosphere that promotes spiritual well-being by scheduling and coordinating spiritual activities for students in accordance with our pillars of love, discipleship and unity.
- Student Life gives feedback from students to Student Life Office in accordance with our pillar of unity.
- **Technology Committee** acts as a liaison between the students and the Information Technology Department and creates and maintains the SGA website in accordance with our pillars of integrity and wisdom.

# **FHU FITNESS CENTER**

The FHU Fitness Center is located in the Brewer Sports Center. The Building Manager is responsible for scheduling activities for the facilities. The FHU dress code applies in the sports center any time you are out of uniform. Discipline may be applied to students outside of dress code while in the sports center, in accordance with our pillar of integrity.

- A sign-in book at the lobby desk is used if you wish to reserve the racquetball courts.
- The walking track may be used whenever the Sports Center arena is open to the public. The schedule for the track is posted outside the building.
- The weight room is available when a monitor is present. The schedule for the use of the weight room is posted in the lobby and on the weight room door.
- Guests of the University desiring to use the athletic facilities, with the exception of the walking track, must secure a guest pass. For inquiries, guests may contact the Office of Athletics by phone 731-989-6900 or by email cpritchard@fhu.edu. All such guests must comply with rules and regulations of the University, including dress code, and conduct themselves in a manner that represents our five pillars of love (Matthew 22:37,39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3).

The Sports Center operates with reduced hours during holiday breaks. The weight room is open to current FHU ID holders and Lion Backers only. Admission requires a current ID. Family members of students, faculty, staff, and administration may obtain permission for a valid FHU "Family" ID card from the Office of Student Services before Safety and Security will print any valid FHU "Family" ID cards.

To schedule activities, students may contact the Building Manager by phone 731-989-6909 or by email thumphry@fhu.edu.

# **FAMILY FITNESS CENTER**

The Family Fitness Center is located on Main Street and is available for student use. The FHU dress code does apply in the gym, and discipline may be given to students who are out of dress code while working out in the gym, in alignment with our pillar of integrity. Hours of operation are posted each semester. For more information you can contact the Gym Manager, Maurice Williams, by email at mwilliams@fhu.edu.





# **UNIVERSITY COUNSELING CENTER**

Freed-Hardeman University will provide free counseling services for our students. The University Counseling Center is made up of mental health professionals with expertise in numerous areas. Counseling appointment information and other helpful resources and links are available at <a href="mailto:fhu.edu/campus-spiritual-life/student-services/university-counseling-center/">fhu.edu/campus-spiritual-life/student-services/university-counseling-center/</a>. The University Counseling Center is located upstairs in Dryden Auditorium. Services through the UCC are confidential and will not be shared with anyone without the client's written permission.

Crisis intervention is available 24 hours a day, 7 days a week by calling 731-608-2590, a Residence Hall Supervisor or the Office of Campus Safety (6911 on campus and 731-989-6911 off campus).



# INVOLUNTARY LEAVE OF ABSENCE

If it is determined by the University that, as a result of a medical condition, a student's behavior is a threat to the health or safety of anyone on campus (including themselves) or that their behavior is threatening, self-destructive or disruptive to other students, the University may require an involuntary leave of absence from the University. This is an administrative process, not a disciplinary process and conditions for the student's return to the University will be established on a case-by-case basis.

#### **Crisis Decision Tree**

- 1. What happened?
  - a. Is there a medical issue that has occurred or is imminent that could end someone's life?
    - i. Yes Call 911! Medical do not warrant calls to the crisis line. The clinicians monitoring the crisis line are not qualified to make medical decisions. Call security.
    - ii. No Continue flow chart below.
  - b. I have thoughts of suicide.
    - i. Have you taken steps to end your life?
      - 1. Yes Call 911! Notify dorm parent. Call security. Call crisis line.
      - 2. No Contact dorm parent. Decide whether call to crisis line is appropriate. Notify director of UCC.
    - ii. Do you feel like you are at risk today/tonight?
      - 1. Yes Contact dorm parent. Call crisis line.
      - 2. No Contact dorm parent. Decide whether call to crisis line is appropriate. Notify director of UCC.
  - c. I have thoughts of harming someone else.
    - i. Do you plan to follow through with your thoughts?
      - 1. Yes Contact dorm parent. Call crisis line.
      - 2. No Fill out a request for counseling form online.
  - d. Thear voices.
    - i. Do the voices tell you to harm yourself or someone else?
      - 1. Yes Contact dorm parent. Call crisis line.
      - 2. No Fill out a request for counseling form online.

- e. I am struggling with past trauma or mental health issues (anxiety, depression, panic attacks, addiction).
  - i. Are you having thoughts of self harm?
    - 1. Yes Contact dorm parent. Call crisis line.
    - 2. No Fill out a request for counseling form online.
  - ii. Are you having thoughts of harming someone else?
    - 1. Yes Contact dorm parent. Call crisis line.
    - 2. No Fill out a request for counseling form online.
- f. A friend is having thoughts of suicide.
  - i. Has your friend taken steps to end his/her life?
    - 1. Yes Call 911! Call security. Call crisis line.
    - 2. No Contact dorm parent. Call crisis line.
  - ii. Does your friend feel like he/she is at risk today/tonight?
    - 1. Yes Contact dorm parent. Call crisis line.
    - 2. No Contact dorm parent. Decide whether call to crisis line is appropriate.
- g. A friend is having thoughts of harming someone else.
  - i. Does your friend plan to follow through with your thoughts?
    - 1. Yes Contact dorm parent. Call crisis line.
    - 2. No Contact dorm parent. Decide whether call to crisis line is appropriate. Notify director of UCC.
- 9. A friend is hearing voices.
  - i. Do the voices tell him/her to harm himself/herself or someone else?
    - 1. Yes Contact dorm parent. Call crisis line.
    - 2. No Contact dorm parent. Decide whether call to crisis line is appropriate. Notify director of UCC.
- 10. A friend is struggling with mental health issues (anxiety, depression, panic attacks, addiction, etc.)
  - i. Is your friend thinking of harming himself/herself?
    - 1. Yes Contact dorm parent. Call crisis line.
    - 2. No Contact dorm parent. Decide whether call to crisis line is appropriate. Notify director of UCC.
  - ii. Is your friend thinking of harming someone else?
    - 1. Yes Contact dorm parent. Call crisis line.
    - 2. No Contact dorm parent. Decide whether call to crisis line is appropriate. Notify director of UCC.

# THE FREED-HARDEMAN UNIVERSITY CLINIC (ROGERS-DODD-CONGER CLINIC)

Located at 155 Hamlett Ave. (across the street from Farrow Hall and in front of Sewell Hall) provides medical care to current students, faculty, staff and administration of Freed-Hardeman University and their dependents. Individuals can see a nurse practitioner for first-aid, medical advice, illnesses, injuries, administration of allergy injections and support for mental health. Many conditions that would be seen in a primary or urgent care office can be handled right on campus. The nurse practitioner can diagnose and prescribe treatment for common illnesses as well as perform physicals.

#### **Hours of Operation**

The Freed-Hardeman University Health Clinic is open Monday through Thursday during the Fall and Spring Semesters. The clinic is closed Friday through Sunday and during scheduled University breaks including summer break. Please visit <a href="mailto:fhu.edu/campuslife/studentservices/">fhu.edu/campuslife/studentservices/</a> to view current hours of operation.

#### **Appointment Scheduling**

Individuals may request an appointment by walk-in, calling the FHU Health Clinic Phone (731-989-6680) or by emailing tloyd@fhu.edu. Appointments are not required, but highly recommended in order to minimize wait time.

#### **Fees for Services**

Students, faculty, staff, administration and their dependents are evaluated by the health care provider at NO charge; however, patients are responsible for the cost of any prescribed medications. Prescriptions may be filled at one of the local pharmacies which accept most insurance or work with you to minimize the cost of cash pay. Patients are also financially responsible for any outside x-ray or lab work that should be ordered. If you have insurance, you should take your health card with you to these appointments. Results will be faxed back to the Freed-Hardeman University Health Clinic and a follow-up consultation will be scheduled at no charge. The Freed-Hardeman University Health Clinic does not bill health insurance for any service provided by the clinic. We recommend that students, faculty, staff and administration have a health insurance policy to cover costs for emergencies and referrals to outside facilities.

#### **After Hours**

Individuals that find the need for medical care beyond the Freed-Hardeman University Health Clinic's scheduled operating hours should visit one of the local Urgent Care clinics that offer extended hours. If you are having a life threatening emergency, you should dial 911. If you are transferred to a hospital by an ambulance, you will be charged. This is not a free service. Consider visiting an after-hours walk-in urgent care for non-life threatening illnesses.

Students, faculty, staff, administration and their dependents are financially responsible for any treatment received at **off-campus** medical facilities, including but not limited to Emergency Departments of the local hospitals.

# LOCAL EMERGENCY DEPARTMENTS

#### **Jackson-Madison County General Hospital**

620 Skyline Dr.
Jackson, TN 38301
731-541-5000
Distance from FHU: 19.8 miles (approximately 30 minutes travel time)

#### **West Tennessee Healthcare North Hospital**

367 Hospital Blvd. Jackson, TN 38301 731-661-2000 Distance from FHU: 23.7 miles (approximately 37 minutes travel time)

# INDIVIDUAL USE OF FACILITIES

Individuals, or other groups not authorized by the University, may not display/distribute materials without permission from the Office of Student Services.

# **CLUB FUNDRAISING EVENTS**

Permission must be secured from the Office of Student Life before taking up a collection for any person or project. Club fund-raising projects must also be approved by the Office of University Advancement 731-989-6019.

# MASS MAILINGS

Campus mailings of 25 or more must be approved. The Dean of Student Life approves all mailings from UPC, Makin' Music and Interface. Mailings from social clubs will also be approved by the Dean of Student Life. The Vice President of Student Services approves all other mass mailings.



FOOD SERVICES

Hours for all locations are posted outside near their respective entrances or visit the dining services section on the University website. The University dress code policy is to be followed in all locations.

# JONES FAMILY DINING HALL

Diners can choose between 8 stations in Jones Family Dining Hall. Main Street Grille features a multitude of grilled items such as delicious sandwiches and burgers. Trattoria has a variety of pizzas to hearty pasta dishes. Global Flavors has trending cuisine from around the world. The Kitchen Table showcases American comfort food classics. The Garden is your go-to for build-your-own salad creations with fresh greens, veggies, proteins, toppings and dressings. The Zone has meals free from the top common allergens while still delivering bold flavors. The Deli features handcrafted sandwiches. Sweet Treats offers an irresistible spread of freshly baked goods and soft serve ice cream.

# **CHICK-FIL-A®**

Known for its signature chicken sandwiches, waffle fries and friendly service. With a focus on quality ingredients and customer experience, Chick-fil-A® offers a variety of chicken-based menu items—from crispy nuggets to grilled wraps—alongside fresh salads, hand-spun milkshakes and refreshing lemonade.

# **LION'S PRIDE COFFEEHOUSE**

Serving freshly brewed coffee, handcrafted espresso drinks and teas. Whether you're here for a quick caffeine fix, a study session or to catch up with friends, this is the perfect place to recharge.

# LP EXPRESS

Your one-stop, grab-and-go destination right here on campus!



# UNIVERSITY POSTAL SERVICES

The FHU mailroom is located next to the Belfry Campus Store. The mailroom is open 8 a.m.-5 p.m. Monday through Friday. When a student receives a letter or package, they will receive a message in their student email from FHU Mailroom informing them that they have mail. This email will direct them to either collect their mail from the locker system or the mailroom desk. If their package is in a locker, the email will contain instructions on how to retrieve it. The room the lockers are in is accessible 24/7 by student ID scan.

Due to the large number of packages campus receives, items will be removed from the lockers after 48 hours. Once an item is removed, the student will receive an email that their mail has been removed from the lockers, and they can now pick it up in the mailroom. Multiple reminders will be issued for mail left in the mailroom, but mail will be returned to the sender after one month has passed.

#### **Very Important:**

Every student will be assigned a 5-digit virtual mailbox number to help route his or her mail efficiently. Mail that arrives without a box number may have delayed delivery. For new students, your virtual mailbox number will be in your Welcome Home folder that you receive on move in day. All incoming mail should be addressed using the following format:

First and Last Name of Student (no nicknames) FHU Box #### 158 E. Main Street Henderson, TN 38340

Students can also ship out pre-labeled packages, or purchase USPS/UPS/FedEx shipping labels, stamps, envelopes, boxes, tape, etc. at the mailroom or The Belfry Campus Store. Questions regarding the FHU's Mail Services can be directed to mailroom@fhu.edu.



For the commandment is a lamp and the teaching a light, and the reproofs of discipline are the way of life.

Proverbs 6:23

# PHILOSOPHY OF DISCIPLINE

For the moment all discipline seems painful rather than pleasant, but later it yields the peaceful fruit of righteousness to those who have been trained by it.

Hebrews 12:11

While the process of discipline is not pleasant for any of the parties involved, the goal of all University discipline is to produce a change not only in behavior, but in heart, that will serve our students well in all areas of their lives.

Students may receive disciplinary action for any conduct that constitutes a hazard to the health, safety or well-being of others. A student may also receive disciplinary action for conduct that is detrimental to the interests of the University or is in violation of the policies found within this handbook. Violation of the law may result in University discipline. Students, regardless of place of residence, are responsible for their conduct, and for ensuring that their conduct is in alignment with our five scriptural pillars of love (Matthew 22:37,39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3).

Damaging and/or stealing any FHU property, city or county property (including road signs), or personal property of others, will result in replacement or restitution of property, fines, disciplinary action, possible suspension and/or legal action.

Students are expected to be respectful and cooperate with all faculty, staff and those acting under authority of faculty/staff. This includes providing information concerning the students identification or violations of any rules or policies; they may receive disciplinary action for withholding relevant information in accordance with our pillar of integrity.

#### **Good Samaritan/Amnesty Policy**

The welfare of our students is of paramount importance to Freed-Hardeman University. We promote the biblical concept of helping those in need (the Good Samaritan, Luke 10:33), and encourage our students to be mindful of the circumstances and needs of others. Students should not hesitate to offer assistance to others for fear they may get in trouble themselves. While University policy must be upheld, any student who offers help to others in need, whether by serving as a witness, reaching out for help in a medical emergency or making a good faith report of alleged misconduct will be granted limited immunity. Please note that University policy does not supersede Tennessee state law.

## **HONESTY**

The integrity of the upright guides them.

Proverbs 11:3

# **ALCOHOL POLICY**

The possession or use of alcohol is prohibited in accordance with our pillars of integrity and wisdom. A student is considered to be in possession of alcohol if the alcohol is found in their room, their vehicle, on their person or in a shared living space. Alcohol use includes the purchase, consumption and/or possession of an alcoholic beverage.

Students are prohibited from attending any private function, on or off campus, where alcohol could reasonably be considered the reason for gathering, regardless of whether the student consumes alcohol or not.

Students are prohibited from visiting dance clubs, bars or any other establishment where the primary revenue comes from the sale of alcohol, whether the student consumes alcohol or not.

Students in violation of the alcohol policy will be immediately placed on probation for six weeks for the first offense, during which time the student may be required to participate in six counseling sessions with a member of administration or a counselor as designated by the Vice President of Student Services or the Dean of Students. Other disciplinary action may also be taken. If found in violation of the alcohol policy, any student living in privileged housing will be required to move back into a residence hall.

In addition, any student-athlete found in violation of the alcohol policy will be required to miss 20% of the games in their current or next athletic season, as determined in coordination with the Athletic Director and the Office of Student Services. They will not be able to participate in practices during the period of time they are not able to play.

Upon the second offense, students in violation of the alcohol policy will be subject to suspension from the University, effective immediately. Suspended students will be encouraged to seek counseling before they reenroll at Freed-Hardeman University.

If a student's use of alcohol or drugs results in behavior that endangers their own life or safety, or the life or safety of others, the University reserves the right to bypass the standard two-strike policy. This includes, but is not limited to, incidents such as impaired driving, medical emergencies or putting others at risk. In such cases, immediate suspension may be considered.

Any student suspected of recently consuming alcohol must submit to a breathalyzer test administered by the Dean of Students, Vice President of Student Services or Campus Security. Refusal is grounds for immediate suspension from the University with no right of appeal.

# **DRUG POLICY**

Use and/or possession of illegal drugs and/or drug paraphernalia and abuse of prescription medicine are strictly forbidden, in accordance with our pillars of integrity and wisdom.

Students are prohibited from attending any private function, on or off campus, where drugs are present, regardless of whether the student participates in drug use or not. This includes the recreational use of prescription drugs.

Students are forbidden to dispense prescription drugs to others. Students are prohibited from possessing or consuming prescription drugs if they are not the one to whom the drugs are prescribed.

Use and/or possession of any cannabis product that does not contain THC will be disciplined in the same manner as an alcohol violation. Please note that it is possible for CBD products to cause a positive drug screen, any positive drug screen will result in the discipline outlined in this handbook.

# TESTING FOR DRUGS

- 1. Students may be randomly selected for drug screening. The University will pay for the cost of the testing.
- 2. Any student suspected of violating the drug policy must submit to a drug test. Refusal is grounds for immediate suspension from the University with no right of appeal.
- 3. Any student who attempts to falsify a drug test result will be suspended immediately from the University.

## **DISCIPLINARY ACTION**

- 1. Any student found in violation of the drug policy by failing a drug test or being in possession of illegal drugs will face one of the following consequences:
  - 1. **Suspension:** The student may be suspended for a year (two semesters).
  - 2. **Disciplinary Probation** for a year (as defined in the Discipline section of the handbook), submitting to bi-weekly drug tests (failure to take and pass the drug screening will result in suspension), attending 5 sessions of substance abuse counseling (not at the UCC, at the students cost) and 50 hours of work detail.

**Warning:** After thorough consultation with the TBI Dangerous Drugs Task Force, we have gained valuable insights into the heightened risks associated with the utilization of CBD products. It is crucial to note the absence of regulatory measures governing the THC extraction process from CBD products. Consequently, the consumption of CBD products carries a significant probability of failing a drug test by yielding positive THC test results.

- 2. Any student arrested for use/possession/purchase of illegal drugs and/or paraphernalia will be automatically suspended for one year, effective immediately, regardless of any pending legal action.
- 3. Any student found to have provided illegal drugs or misappropriation of prescribed medication will be expelled from the University.

# **NICOTINE, TOBACCO AND E-CIGARETTES**

All forms of nicotine, tobacco and tobacco/nicotine-related paraphernalia are prohibited on campus in accordance with our scriptural pillar of wisdom. The use and/or possession of vape pens, hookah pens and electronic cigarettes is prohibited on campus. Fines will be assessed for triggering particle detectors on campus property which results from using any form of tobacco or e-cigarette paraphernalia. The Department of Student Services exists to aid in the spiritual, emotional, physical and academic well-being of our students. Students who are currently battling a nicotine/tobacco addiction and come to us for assistance will not be disciplined for the use of patches/gum to assist them in overcoming this habit.

# **VIOLENCE**

There is no tolerance for violence in accordance with our pillars of love and unity. Violence is defined as behavior involving physical force intended to hurt, damage or kill someone or something. Students in violation of the violence policy may be subject to suspension for at least one semester, effective immediately. Suspended students will be encouraged to seek counseling before they re-enroll at Freed-Hardeman University.

# SEXUAL ACTIVITY OUTSIDE OF MARRIAGE

Do not rebuke an older man but encourage him as you would a father, younger men as brothers, older women as mothers, younger women as sisters, in all purity.

1 Timothy 5:1-2

All forms of premarital sex arising from sexual relations between consenting adults is prohibited and subject to disciplinary action up to and including suspension. We ask all students to prohibit participating in inappropriate displays of public affection so that it does not cause offense or distraction to others.

Any sexually explicit behavior is grounds for disciplinary action.

# SEXUAL MISCONDUCT

#### **Overview**

The University defines sexual misconduct as sexual violence that uses power, control or intimidation to harm another. The Institution will not tolerate Sexual Misconduct and will take all appropriate steps to prevent and correct such behavior, in accordance with our scriptural pillars of love, integrity and wisdom, and per Jesus' commands on how Christians are to treat each other. Recognizing that each situation is unique, the institution will respond promptly and equitably to all allegations of sexual misconduct while tailoring each solution to best fit the situation. Taking consideration of both the threat it poses to the institutional community and severity of the alleged offense, individuals who are found to have violated this policy may face corrective action up to and including dismissal for students and termination for employees.

The University strongly encourages students to report instances of sexual misconduct. Therefore, students reporting an incident of sexual misconduct will not be disciplined by the University for a violation of the Code of Conduct related to their own drug and/or alcohol consumption in connection with the reported incident of sexual misconduct.

The full Sexual Misconduct Policy can be found on the FHU website:

fhu.edu/campuslife/studentservices

#### Reporting

The Institution is committed to providing a variety of welcoming and accessible ways for members of the Institution Community to report instances of alleged Sexual Misconduct.

Individuals should take care to preserve evidence of sexual misconduct, which is of paramount importance in offering proof of misconduct. They should not bathe or wash clothing. Individuals should seek medical attention. If the incident occurs after normal business hours, a Security Officer or a Residence Hall Supervisor will procure transportation to an appropriate medical facility to be examined and treated by a physician.

All Individuals are strongly encouraged to report alleged incidents of Sexual Misconduct immediately to the Title IX Coordinators and/or local law enforcement. Each victim has the sole discretion, however, to decide whether or not to file a police report or to pursue civil action against the alleged Respondent.

All individuals will have access to Institution and community resources regardless of whether or not they decide to report an incident to local law enforcement.

Other Misconduct Offenses:

fhu.edu/campuslife/studentservices

Sexual Misconduct Reporting:

fhu.edu/campuslife/studentservices

Title IX Information:

fhu.edu/campuslife/studentservices

#### **Title IX Coordinators**

TJ Kirk

Title IX Coordinator Burks Student Center 731-989-6790 tjkirk@fhu.edu

Jay Satterfield, Human Resources

Title IX Coordinator 158 E. Main St. 731-989-6009 jsatterfield@fhu.edu

#### **Confidential Resources**

There are two confidential resources available within the Institution Community. These confidential resources will not disclose shared information without the individual's consent unless there is imminent risk of physical harm.

University Counseling Center Nathan Judd, MS, LPC-MHSP, NCC Dryden Auditorium 731-989-6768

#### **Outside Community Resources**

External community resources can also assist individuals who have been affected by Sexual Misconduct.

# Henderson Police Department

121 Crook Ave Henderson, TN 38340 731-989-2201

Jackson Madison County General Hospital

620 Skyline Dr. Jackson, TN 38301 731-541-5000

#### Women's Resources & Rape Assistance Program

62 Directors Row Jackson, TN 38305 731-668-0411 800-273-8712

#### National Domestic Violence Hotline

800-799-SAFE (7233)

thehotline.org

# UNAPPROVED VISITATION

Unapproved visitation between members of the opposite sex in the residence halls, in privileged housing, or similar situations elsewhere and un-chaperoned overnight visits anywhere may be treated as illicit sexual activity, regardless of whether or not any sexual activity actually occurred in accordance with our integrity and wisdom pillars. Students, regardless of whether they live on or off campus, are not permitted to spend the night with members of the opposite sex without parental, parental-type, faculty or staff chaperones. Any student or group in violation of this policy will be subject to severe disciplinary action. Curfew violations with members of the opposite sex may be treated as unapproved visitation. Any student found in violation of the visitation policy who lives in privileged housing will be required to relocate to a residence hall.

# PORNOGRAPHY

Turn my eyes from looking at worthless things; and give me life in your ways.

Psalm 119:37

Use and/or possession of pornography in any form, or sexual paraphernalia, is prohibited in accordance with our scriptural pillars of integrity, love and wisdom. Violation of this policy will result in disciplinary action and mandatory counseling. In addition, restrictions will be put on internet usage. In a fallen world we know that many students struggle with the temptation of pornography, and we understand the deep and serious consequences of this struggle. Any student engaged in this struggle is strongly encouraged to reach out to the University Counseling Center <a href="mailto:fhu.edu/campuslife/studentservices/ucc">fhu.edu/campuslife/studentservices/ucc</a>, and to consider the use of resources such as Covenant Eyes. Students who reach out to our office for help in overcoming a pornography addiction will not receive disciplinary action.

# OFFENSIVE LANGUAGE

Profanity or any other kind of vulgarity, including taking the Lord's name in vain, in written or spoken form is prohibited in accordance with our pillars of love and wisdom.

# **GAMBLING**

Gambling and games generally associated with gambling are prohibited in accordance with our pillars of integrity and wisdom. University students must refrain from any kind of gambling or wagering.

# **WEAPONS**

No student may possess a weapon on premises owned, operated, managed or controlled by the University. This includes students with permits from the State of Tennessee or any other official entity to carry concealed weapons. Examples of weapons include, but are not limited to, firearms, explosives, knives other than pocket knives (including any fixed blade knife), slingshots, blackjacks and brass knuckles. No weapon or ammunition of any kind may be kept in residence hall rooms or automobiles. Weapons that are illegal in the state of Tennessee will be confiscated and not returned.

The term "weapon" includes toys that look like guns and/or shoot projectiles that can cause pain or injury, including orbeez guns, paintball guns and the like.

Students who enjoy hunting are encouraged to find a staff/faculty member or local friend to leave their weapons with during school.

Self-defense items such as safety whistles, pepper spray and self-defense keychains are allowed, however inappropriate use of these items will result in severe disciplinary action.

# **FIREWORKS**

Use or possession of fireworks on campus (including inside a vehicle) is prohibited in accordance with our pillars of integrity and wisdom. Fireworks violate a Henderson city ordinance.

# **TOBACCO AND E-CIGARETTES**

All forms of tobacco and tobacco-related paraphernalia are prohibited on campus in accordance with our scriptural pillar of wisdom. The use and/or possession of vape pens, hookah pens and electronic cigarettes is prohibited on campus. Fines will be assessed for triggering particle detectors on campus property which results from using any form of tobacco or e-cigarette paraphernalia.

# **SEWELL POND**

Sewell Pond is completely off-limits to all students. Do not pass the perimeter fence.

# DRESS CODE POLICY

I appeal to you therefore, brothers, by the mercies of God, to present your bodies as a living sacrifice, holy and acceptable to God, which is your spiritual worship. Do not be conformed to this world, but be transformed by the renewal of your mind, that by testing you may discern what is the will of God, what is good and acceptable and perfect.

#### Romans 12:1-2

The following standards and guidelines will assist students in making decisions about their dress and appearance on campus, in class, in Chapel, and at all university-sponsored activities, including athletics events, in accordance with our scriptural pillars of wisdom, integrity and love. Violations of dress code at club events, including banquets, formals and intramurals, may result in disciplinary action being taken against the club as a whole.

Enforcement of the dress code is the responsibility of the entire university staff and faculty. Questions about the interpretation and enforcement of these standards should be directed to any Student Services official.

The following list is not exhaustive, and appropriate university personnel are given discretion in providing further direction.

#### **Shirts & Tops** (including dresses)

- The body must be properly covered in all public venues (this means both men and women cannot be shirtless).
- Halter-tops, spaghetti straps, crop tops, racer-backs, undergarment tank tops, strapless and other like garments are permitted but must be worn with a non-revealing cover-up at all times.
- Open midriffs and open-sided shirts are not permitted. Shirts should be long enough to keep the midriff covered when engaging in normal daily activity.
- Open back shirts/dresses are not permitted without a non-revealing cover-up.
- Any shirts or tops/dresses that reveal cleavage are not permitted.

#### **Skirts & Dresses**

- Skirts and dresses should land no shorter than mid-thigh (the point halfway between the knee-cap and the top of the thigh).
- Skirts and dresses that are tightly form-fitting and inappropriately revealing or thin are not permitted.
- Leggings, jeggings, yoga pants, bicycle shorts etc. must be covered with a top that fully covers the buttocks.

#### **Shorts**

- Any shorts that are higher than the mid-thigh (the point halfway between the knee-cap and the top of the thigh) are not permitted.
- Running, sport or tempo shorts are not permitted unless longer compression shorts or the like are worn underneath them and meet the required length of mid-thigh.

#### Other

- Clothing with inappropriate advertising, pictures and/or sayings that are contrary to the mission and Christian standards of FHU is prohibited.
- Clothing that is inappropriately thin is not allowed without a non-revealing cover-up.
- Athletic clothing appropriate to the intercollegiate sport or physical education course may be worn while

participating in athletic practices, during athletic competition and in PE classes where designated (not across campus grounds, classes, chapel, housing lobbies or other venues). Students must be in dress code before leaving the gym/field.

- During work periods, student workers are expected to conform to the dress code policy.
- We ask that male students remove their hats during a public prayer, and in class at the discretion of a professor. Requests for wearing head wear for legitimate reasons should be discussed with the Office of Student Services.
- Sagging pants/shorts/lower garments should not reveal underwear.
- Cross dressing is only authorized by faculty members for theatrical presentations.
- Pajamas, including pajama pants are not to be worn outside of the dorm.

#### **Dress in Residence Halls**

Students must be within the dress code boundaries of Freed-Hardeman University in the lobby of our residence halls.

### **Questionable Articles of Clothing**

If a student is unsure about an article of clothing he/she may ask their Residence Hall Supervisor, Dean of Students or the VP of Student Services.

If any faculty/staff member of the University asks a student to change clothes, the student should comply immediately. If the student believes the request is unwarranted, he/she should change anyway and then discuss the matter with the Dean of Students. **Students may not wear any article of clothing that contains the Confederate flag.** 

# **THREATS**

Whoever pursues righteousness and kindness will find life, righteousness and honor.

Proverbs 21:21

Statements or gestures that may be perceived by an individual as a threat that might result in possible harm to him/her—physically, emotionally or psychologically—are not tolerated. This includes verbal or written threats, as well as threats made through social media in accordance with our pillars of love, integrity, wisdom and unity.

# **HARASSMENT**

Freed-Hardeman University will not tolerate harassment of its employees or students by anyone, including, but not limited to, faculty, staff, administration, students or alumni, in accordance with our pillars of love, integrity and unity. This includes disrespecting our Residence Hall Supervisors.

# **ANTI-HARASSMENT POLICY**

The University strictly prohibits harassment in any form, including sexual harassment, in accordance with all five pillars: love (Mathew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3). Harassment is serious misconduct. It subverts the mission of the University and threatens the careers, educational experience, and well-being of students, faculty and staff. In addition, harassment is contrary to the biblical principles upon which this University is founded and operates. No one has the authority to engage in this behavior, and the University does not tolerate harassment by, or directed toward, any student, employee or other persons on campus. To promote a pleasant work and educational environment free of harassment and to avoid the risk of damaging the reputation and resources

of the University, all employees, students and other persons on campus are expected to refrain from any behavior that could be viewed as harassing, including immoral or unprofessional conduct. In addition, it is the duty of all employees of the University to prevent harassment by others.

Sexual harassment is a unique form of harassment in several respects. Traditionally, a sexual harassment claim has been based on the premise that an individual with power over an employee's employment or a student's academic standing required sexual favors in return for job or academic rewards. Such a claim has usually involved conduct between a supervisor and subordinate or a faculty member and student. However, the legal definition of sexual harassment is much broader. For example, harassment may exist where the University tolerates an intimidating, hostile or offensive atmosphere, even if the conduct was initially welcomed or even initiated by the "victim." Liability may also exist between co-workers at the same job level, between fellow students or between other persons of the same University status.

Anti-Harassment Policy: <a href="mailto:fhu.edu/campuslife/studentservices">fhu.edu/campuslife/studentservices</a>

# **BULLYING/CYBER-BULLYING**

stopbullying.gov

Bullying will not be tolerated, and students will be subject to discipline if found to have been a part of bullying in accordance with all five pillars: love (Mathew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3). Bullying is described as follows:

**Bullying** is a form of aggressive behavior manifested by the use of force or coercion to affect others, particularly when the behavior is habitual and involves an imbalance of power. It can include verbal harassment, physical assault or coercion and may be directed repeatedly towards particular victims, perhaps on grounds of race, religion, gender, sexuality or ability. Bullying consists of three basic types of abuse: emotional, verbal and physical.

**Cyber-Bullying** will not be tolerated and students will be subject to discipline if found to have been part of cyber-bullying. Cyber-bullying is described as follows:

- actions that use information and communication technologies to support deliberate, repeated and hostile behavior by an individual or group that is intended to harm another or others
- use of communication technologies for the intention of harming another person
- use of internet service and mobile technologies such as web pages and discussion groups as well as instant messaging or text messaging with the intention of harming another person

Bullying/Cyber-Bullying Policy: <a href="mailto:fhu.edu/campuslife/studentservices">fhu.edu/campuslife/studentservices</a>

# **HAZING**

In recent years, hazing has come under a lot of bad press nationally.

Some states have passed legislation against the practice, including Tennessee. National fraternities are working hard to eliminate the practice. Freed-Hardeman students may seek to rationalize and say that nothing we do can be termed as hazing. There is a clear legal concern for any club that fails to follow the guidelines established by the University. The purpose of the guidelines is not to make the induction of new members harder for the clubs, but to protect the club and prospective members from irrational acts that may not be

well thought out. Therefore, any club or individual who persists in engaging in activities that **have danger of** physical discomfort, pain or harm, or that subjects the student to humiliation and degradation should be aware that the club and/or the individual may become legally liable for such acts.

Hazing Policy: <a href="mailto:fhu.edu/campuslife/studentservices">fhu.edu/campuslife/studentservices</a>

# **TENNESSEE HAZING LAW**

Tennessee Code: 49-7-123. Hazing prohibited: stophazing.org/policy/state-laws/tennessee/

# FHU HAZING RESPONSE

#### How is an incident reported?

Students who feel that they have been the victim of a hazing incident can contact the Office of Student Life or the Office of Student Services directly or they may fill out a confidential hazing report form may be picked up in the Office of Student Life or the Office of Student Services.

#### Does the student who is hazed have to file a report?

Anyone who witnesses hazing may report the incident in the same manner described above.

#### What happens when a hazing incident is reported?

- Once the Office of Student Life or the Office of Student Services is notified officially (see above) of a potential hazing incident, the Student Life and Student Services Offices will meet immediately to review the incident report.
- The student reporting the hazing incident will be summoned to make a statement.
- The students accused of hazing will be summoned to make a statement.
- Other witnesses may be called for clarification.
- If the hazing report proves to be valid after these meeting have occurred, all club sponsors will be notified of the allegation of hazing against their club and asked to meet with the Student Life and Student Services Office.
- After club sponsors have been notified the social club officers will be called for a mandatory meeting with the Office of Student Life and the Dean of Students and sponsors to present the allegation of hazing (no student names are to be used).

#### What is FHU's response to hazing?

In the event that hazing has occurred, students involved in the incident will forfeit their membership in their social club. They will also lose membership in the following groups if a member (UPC, Interface, Makin' Music Director). The loss of membership will prevent them from participating in intramurals, fundraising opportunities for the club, banquets, club meetings or any other club related activities.

Students will also be subject to discipline by the Office of Student Services.

In addition to any discipline administered by Freed-Hardeman University, students directly involved with the hazing incident may be prosecuted in accordance to the laws of the State of Tennessee.

Possible charges might include assault, aggravated assault, negligence, etc.

# **DISCIPLINE OF STUDENTS**

For the moment all discipline seems painful rather than pleasant, but later it yields the peaceful fruit of righteousness to those who have been trained by it.

Hebrews 12:11

This section describes the disciplinary actions that students may receive. All rights are reserved to alter/adapt the disciplinary actions as deemed necessary and proper.

Listed below are the various disciplinary actions that the university may administer:

- Special Disciplinary Probation Agreement: The student is placed on probation in a specific area.
- Intramural Restriction: The student is not permitted to participate in any intramural activities. The length of ineligibility to participate depends on the violation.
- Club Restriction: The student is not permitted to participate in any extracurricular club activities with the exception of club devotionals. The student may, however, continue to wear club colors.
- Disciplinary Probations: The student may be placed on probation in all areas of student activity. In this case, the student may not represent the University in any activity or organization, including intercollegiate athletics. The student may receive other sanctions as determined by the Dean of Students. In this case, the student might be eligible to participate in some areas, but not others. A violation of any regulation while on disciplinary probation may result in immediate suspension.
- Work Detail: The student is assigned a specific number of hours of work on campus or within the community. Failure to complete this work as assigned will result in further action and may result in suspension. Reporting more hours than are actually worked will result in further disciplinary action.
- Fines: Monetary fines are assessed for some violations of policy.
- Disciplinary Suspension: Serious violations may result in involuntary separation of the student from the University.
- Deferred Disciplinary Suspension: Deferred disciplinary suspension typically carries specific restrictions equal to or greater than those of probation. Terms of the deferment are defined in a contract signed by the student. There are two types of deferred suspension:
  - Suspension may be deferred for a set period of time. At the end of the period, the suspension becomes effective.
  - Suspension may be deferred indefinitely or canceled, depending on the student's behavior and adherence to stipulations set by the Dean of Students.
- Expulsion: Flagrant or continual violations may result in permanent disciplinary dismissal from the University.
- Sign-Out Restriction: The student is not allowed to sign out to go anywhere, except home, without permission from the Dean of Students.
- Dorm Restriction: The student is only allowed to leave their dorm room for classes, chapel and meals and is not allowed to have guests in their dorm room.
- Curfew Extension Restriction: The student may not request a curfew extension for a specified period of time.
- Mandatory Counseling: The student is required to sign a release so that the counselor may verify
  attendance at counseling sessions. No other information regarding the sessions will be shared with
  the University.

- Written or verbal warnings
- Denial of readmission

Failure to respond to a summons from the University or failure to comply with discipline may result in severe disciplinary action, including suspension.

# Work Detail May be Completed at the Following:

- ARC (library) Shirley Eaton seaton@fhu.edu
- Henderson Fire Department Doug Acred, Fire Chief 731-989-5664
- For your Dorm Supervisor
- FHU Facilities Shannon Sewell ssewell@fhu.edu
- FHU Dining Services Tim Tenon ttenon@fhu.edu
- Other options for accruing work detail hours must be pre-approved by the Dean of Students. Work detail hours may not be completed by working for other students.

#### While Not an Exhaustive List, the Following Violations May Result in Suspension from the University:

- Drugs
- Alcohol
- Weapons
- Sexual activity outside of marriage
- Excessive chapel absences
- Harassment/Bullying
- Assault of any kind
- Failure to respond to a summons from the Dean of Students
- Failure to comply with administered discipline
- Destruction of property
- Tampering with safety equipment
- Multiple policy infractions in the same event
- Repeatedly being placed on probation
- Repeated violations of policy
- Behavior that has risk of significant negative impact to the University
- Behavior that has signficant negative impact on guests of the University

Note: A student who is suspended or expelled may not return to campus for any reason without permission from the Dean of Students or the Vice President of Student Services. Violation may result in denial of the student's request for re-admission to the University.

# STUDENT APPEALS OF DISCIPLINARY ACTION

- No appeal is allowed for disciplinary action, except for suspension or expulsion.
- Any student suspended or expelled from the University may appeal the decision to the FHU Judicial Board.
- The only grounds for appeal are:
  - The charge is false.
  - The disciplinary decision was arbitrary and/or capricious in that it did not adhere to stated policy
  - If new evidence shows that the student was not in violation of the policy, the Dean of Students may reconsider the case. The decision of the Judicial Board is final and cannot be further appealed.

# **FHU JUDICIAL BOARD**

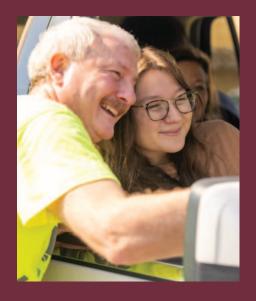
The Judicial Board is composed of five members:

- Three faculty members appointed by the President
- SGA Vice President
- One staff member appointed by the President

The role of the Judicial Board is to:

- Determine if the facts of the situation would cause a reasonable person to conclude that a violation occurred.
- The disciplinary action issued to the student falls within the stated policy.

The Vice President of Student Services will attend meetings of the Judicial Board in an advisory capacity only. In any meeting of the Judicial Board, three members constitute a quorum. The decision of the Judicial Board is final, except for review of the evidence by the president of the university. Final determinations will be provided to both the student and the University in writing.









May the God of endurance and encouragement grant you to live in such harmony with one another, in accord with Christ Jesus.

Romans 15:5

Living on campus offers students convenience and a sense of community. On-campus living provides students with the opportunity for academic, social and spiritual growth in accordance with the five pillars of FHU: love (Mathew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3).

# **RESIDENCE HALL STAFF**

The residence halls and residence apartments are under the supervision of the Director of Residence Life and the Vice President of Student Services. Each residence hall is managed by a full-time Residence Hall Supervisor and a team of Residence Assistants.

The two privileged housing apartments are each managed by two Resident Assistants. The Residence Hall Supervisors are assisted by student Resident Assistants (RAs). They provide support for students and assist with administrative tasks. Students with concerns about any aspect of life on campus should contact their Residence Hall Supervisor or Resident Assistant.

Disrespecting Residence Hall Staff will result in disciplinary action being taken.

# HOUSING ELIGIBILITY

All undergraduate students under 23 years of age are required to live on campus. Students under the age of 17 are not allowed to live in the Residence Halls. Undergraduate students who are at least 23 years of age and graduate students (excluding students who are under 23 and dually enrolled in undergraduate/graduate classes) may live off campus, and they may also live on campus with approval from the Director of Residence Life or the Vice President of Student Services. Students aged 25 years or older are not permitted to live on campus. Married students are not permitted to live on campus.

#### In Order to Apply to Live Off-Campus You Must Meet One of the Following Requirements:

- Be married
- Have completed 120 classroom hours
- Be 23 years old or older by October 15 for the fall semester and March 15 for the spring semester
- Have a notarized letter stating that you are living with your parents or parent-type relatives.

#### Additional Requirements to Live Off-Campus:

- You must have an acceptable place of residence approved by the Director of Residence Life.
- Have a clean disciplinary record with the University.
- Be of good character and reputation as evidenced by properly representing our pillars of: love (Matthew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3).

All off-campus housing applications are subject to approval by the Dean of Students.

# ASSIGNMENTS OF ROOMMATES AND PRIVATE ROOMS

The Director of Residence Life determines all room assignments. Requests for a specific room or roommate(s) should be made to the Director of Residence Life. Those desiring to room together should each make the request. Every effort is made to honor these requests, but requested assignments are not guaranteed.

Private rooms are subject to space availability and are subject to an additional charge above the double-room rate per semester. For more information, contact the Director of Residence Life.

#### ROOM CHANGES

Students must have prior written permission from the Director of Residence Life to change rooms. A \$25 fee will be assessed for student-initiated room changes. After the move is complete, the Residence Hall Supervisor will check the vacated room for cleanliness and possible damage.

The University reserves the right to change room assignments in order to fill a room or suite. No charge will be made if the University initiates the change. The University also reserves the right to freeze housing moves at any time.

If an assigned roommate decides not to attend FHU or moves out after the academic year has started, it is the student's responsibility to find another roommate. Director of Residence Life and/or the Residence Hall Supervisor can assist in locating a new roommate. A student is given two weeks to find a new roommate. After that, the student may be assigned a new roommate, moved to another room or charged a private room fee.

Except in extenuating circumstances as determined by the Director of Residence Life, Dean of Students or Vice President of Student Services, room changes will be frozen after the drop/add date each semester.

# ROOMMATE CONFLICTS

Roommates should make every effort to solve their own conflicts. If they cannot be resolved, however, the Resident Assistant or Residence Hall Supervisor may be able to help. In extreme cases, a student may request a room change.

# ENTRY INTO RESIDENCE HALLS

Doors in residence halls are locked 24 hours a day. Students may use side entries from 5 a.m. until midnight. After that time students must enter and exit through lobbies. Using the side doors at inappropriate times may result in disciplinary action.

# RESIDENCE HALL CLOSING

As part of maintaining a safe and respectful campus environment, all students are expected to follow the procedures for checking out of the residence halls during university breaks and at the end of each semester. Please carefully review the following guidelines to ensure a smooth transition for yourself and your fellow students.

# **Thanksgiving and Spring Break Closures:**

All students must vacate campus housing during these breaks. For week-long breaks, students are expected to be fully checked out of their rooms by 5:00 p.m. on the Friday the break begins and may return after 5:00 p.m. on the Saturday before classes resume.

#### **Exception Requests:**

Students needing to remain on campus due to athletic or academic obligations may submit a request at least 10 calendar days prior to the break. This request must include documentation (e.g., a professor's letter or coach's note) and must be approved by the Vice President of Student Services or the Dean of Students.

Those who are approved to stay will be under the direct supervision of a university official (coach or staff/faculty member).

# **End-of-Semester Closing**

Unless approved to remain for university responsibilities such as graduation, all students must vacate the dorms by 8:00 a.m. on the Friday of finals week.

Students planning to remain for graduation must submit the Graduation Stay Request Form sent out by the Dean of Students at least 10 calendar days in advance. Guests for spring graduation must also provide a graduation ticket as part of the approval process. No request is considered approved until written confirmation is received.

#### **Graduation Weekend Schedule**

#### Fall Graduation:

Guests must be checked out of their rooms by 12:00 p.m. on the Friday of graduation. They may remain in lobby areas until the ceremony begins. Graduates must complete checkout and vacate the dorms by 5:00 p.m. on graduation day.

#### Spring Graduation

Guests must check out of their rooms by 9:30 a.m. on graduation day and remain only in designated lobby areas until the ceremony. Graduates must vacate the dorms by 3:00 p.m. on graduation day.

#### Returning to Campus After Christmas and Summer Break

Students may not return to the residence halls before they officially reopen at 1:00 p.m. on the Sunday before classes resume, unless they have received written approval from the Dean of Students. Students involved in university-sponsored early arrivals (e.g., athletics or short courses) will be notified by their supervisor.

#### **End-of-Year Checkout Guidelines**

To complete a proper checkout:

- Return all university furniture to its original position and condition.
- Remove all decorations without damaging walls or paint.
- Remove all personal belongings from the room.
- Clean and sweep the room/suite thoroughly.
- Return your key.
- Damage to the room will be assessed and, unless one resident takes responsibility, charges will be divided equally among roommates.

#### **Important Note Regarding Fines**

A \$250 fine will be applied for any of the following:

- Failing to properly check out before a break or semester end
- Remaining in or returning to the dorm without written approval
- Re-entering your dorm room after checkout
- Leaving your room in unacceptable condition (e.g., unclean, damaged or with items left behind)
- Failing to return your key

If you have any questions or concerns about your specific situation, please contact your Dorm Supervisor or the Dean of Students Office. We're here to help you finish strong and transition smoothly!

# STUDENT PROPERTY

Students are assigned keys to their rooms. They should make sure to lock their doors whenever they leave. Students who lose their keys should report the loss to the Residence Hall Supervisor immediately. There will be a \$35 charge to replace each key.

Students should not enter another person's room when the regular occupant is out unless accompanied by the Residence Hall Supervisor, the Dean of Students or the Director of Residence Life.

Students should never leave large sums of money in their rooms or cars, and they should remove all valuables at any time they are not on campus. Anything stolen should be reported to the Office of Campus Safety as soon as possible. All personal property of a student is the sole responsibility of that student.

Freed-Hardeman University does not assume any responsibility for personal property that is lost, damaged or stolen. Consequently, students are encouraged to purchase insurance if their belongings are not covered under the homeowner's policy of their parents or guardians.

#### **Storage of Student Property**

The University will not store students' belongings on campus during breaks. This includes club items. Several commercial storage facilities are available in the local area.

# WEEKLY ROOM INSPECTION

Students are responsible for maintaining their rooms in a neat, clean, and orderly fashion. In addition, lights and electronics should be off if the room is unoccupied. The Residence Hall Supervisor will inspect students' rooms bi-weekly. Students are permitted two room fails per semester with no negative consequences, after which they will be referred to the Dean of Students, however they are not allowed to fail two room inspections in a row.

# SEARCH OF ROOMS AND VEHICLES

The University reserves the right to enter, inspect and search the room of any student in housing owned by the University or lodging provided by the University. The University also reserves the right to search any student's vehicle whether resident students or not. Searches may be conducted in or out of the student's presence. All evidence found in such searches will be held in the Office of Student Services or the Henderson Police Department. All searches will be conducted by at least two officials of the University, one University official and one member of law enforcement, or one FHU University official and a member of administration from the hosting University of an event. Any student who refuses to allow a search is subject to immediate suspension.

# FURNISHINGS IN RESIDENCE HALLS

Each room has been fully furnished. Students are responsible for damages in their areas of residence. Cinder blocks are not allowed in the dorms. Pins, nails or screws should not be put in the walls. Command strips and putty are encouraged, but must be removed upon move-out. Prior to move-in, an inventory sheet is completed on each dorm room. Students are able to review the sheet at move-in and suggest any corrections. When a student moves out of a dorm room, the inventory sheet is rechecked. Any replacement and/or repair costs for missing or damaged furniture will be charged to the occupant(s) of the room. No more than two residents may live in one room and furniture may not be removed from the suite at any time. Any furniture not owned by the University must be removed by the student and disposed of properly when moving out of the residence hall. *Failure to properly complete check-out will result in a \$250 fine.* 

#### Paint/Wallpaper

Students may not paint or wallpaper the dorm room.

#### **Decorations**

Students may not display any item(s) that are not in good taste and/or do not conform to the five pillars of: love (Mathew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3). **Students may not display a Confederate flag.** 

In accordance with the fire code of the city of Henderson no decorations are allowed within 24 inches of the ceiling. Only 20% of each wall may be covered. Students must be able to provide documentation that all wall decorations have been treated with flame-retardant spray by the student or the factory within the past year. No items may be hung from or on the ceiling.

# STAIRWELL DOORS

Dormitory stairwell doors must remain closed and latched except for normal traffic; do not prop them open.

# **FIRE SAFETY**

Tampering with smoke detectors, fire extinguishers or other safety related equipment will result in disciplinary action.

# **ELECTRICAL APPLIANCES**

Refrigerators may be no larger than 4.3 cubic feet capacity (smaller than 25 X 25 X 35). Open-coil appliances: hot plates, hot-oil fryers, popcorn poppers, electric skillets, ovens, Instant Pots, air fryers and electric heaters are not allowed. Electric dishwashers are not allowed. Personal refrigerators are not allowed in Porter-Terry Hall, as each suite has its own refrigerator.

# **CANDLES/INCENSE**

Anything designed to burn, flame or smolder is prohibited in the residence halls, including, but not limited to, candles, incense, lighters and matches. These items will be confiscated if found in dorm rooms, and could result in a fine from the Fire Department.

# **PETS**

Students may keep a tank with either tropical fish or an axolotl in their dorm room, however the student will be responsible for any damages to University property resulting from having a tank.

Students may not have any other animals in dorms at any time. Disciplinary action may include a fine for cleaning the rooms. Students living in privileged housing found in violation of this rule will be reassigned to residence halls. Emotional Support Animals will need to be approved by the Accessibilities Director before bringing them to campus. Any messes or damages made by an ESA will result in the owner owing restitution to the University or the owner of the damaged possession.

# DAMAGE/THEFT OF PROPERTY

Damaging and/or stealing another's property, including FHU property or community property, will result in replacement or restitution of property, fines, disciplinary action, possible suspension and/or possible legal action.

# **WINDOWS**

Students are responsible for any damage done to windows in their rooms. A window should not be used as an entrance or exit except in situations where there is a threat to life or limb. Students should keep windows closed and locked whenever they are not in their rooms. Students who allow other students to use their windows to avoid curfew (or any other violation) will be held accountable. Students found to be using and/or allowing individuals to use windows inappropriately (whether before or after curfew) will be required to relocate.

# WINDOWS/DOORS

Tampering with locks will result in paying restitution and other disciplinary action.

# **HALLWAYS**

Hallways are to be kept clear at all times. Hallway walls are only to be 20% covered; nothing is allowed to be hung closer than 24 inches to the ceiling.

# RESIDENCE HALL DISTURBANCES

Any activity that has a high potential for causing physical, mental or emotional injury or damage is prohibited. Examples include, but are not limited to, slip 'n' slides, object throwing, stink bombs and mattress sliding.

# DRESS IN RESIDENCE HALLS

Students should be properly clothed before entering the hall on any floor of a residence hall. All students must be within dress code boundaries of the University in lobbies during visitation hours.

# RESIDENCE HALL VISITATION

Students may entertain opposite-sex guests in the lobbies of residence halls from 11 a.m. until 30 minutes prior to curfew. Students may also enter the lobbies of opposite-sex residence halls on Sunday mornings prior to worship services to call for their friends. At no time are opposite-sex guests to go beyond the lobby unless accompanied by the Residence Hall Supervisor, Dean of Students or the Student Housing Coordinator. A student discovered with a member of the opposite sex in his/her room will receive severe disciplinary action. If the member of the opposite sex is also a student, he/she will also receive disciplinary action in the same manner. Violations of this policy in privileged housing will result in the student(s) being relocated to the residence halls and further disciplinary action.

# **SICK TRAYS**

Students too ill to leave their rooms should contact the Residence Hall Supervisor for permission to have a meal brought to them from the cafeteria. If the Residence Hall Supervisor is unavailable, students may contact the Director of Residence Life.

# **MUSIC**

Music that uses inappropriate language or promotes activities or attitudes not in accordance with the Christian policies and scriptural pillars of the University is prohibited. Music should never be played so loud as to disturb others.

# **PHONES**

Obscene or harassing phone calls, texts, mm messages, etc. are forbidden and are grounds for suspension.

# **QUIET HOURS**

Students in residence halls should never be so loud as to disturb others. In addition, noise levels should be reduced one hour prior to curfew.

# **BABYSITTING**

Babysitting by students is not permitted in the residence halls.

# **BUSINESS ENTERPRISES**

Business enterprises may not be conducted from residence halls.

# **ROOM CHECK**

Room check begins thirty minutes before curfew. Students who are in the residence hall at this time should report to the Resident Assistant so that they will be marked present. Failure to report may be considered a violation of curfew and may result in disciplinary action.

# **CURFEW**

Curfew is 12:30 a.m. on Sunday through Thursday nights and 1 a.m. on Friday and Saturday nights. Students must be in residence halls for room check by curfew. An exception to curfew requires permission from the Residence Hall Supervisor or the Vice President of Student Services.

If a difficulty arises that prohibits a student from returning by curfew, the student should contact their Residence Hall Supervisor before curfew. Students should only leave the residence hall after curfew in extenuating circumstances with permission from the Residence Hall Supervisor. Any time a student is not in the residence hall at the expected time, the supervisor may call the parent(s) or guardian(s).

Students are required to vacate opposite-gender dorm lobbies 30 minutes before curfew.

Students should not leave residence halls prior to 5 a.m.

#### **Curfew Extension**

Students may request one curfew extension per semester from their Dorm Supervisor. A curfew extension only extends curfew by one hour. Violating curfew after an extension is cause for a referral to the dean. If the student will be traveling further than Memphis or Nashville they should sign out of the dorm and make alternative arrangements for lodging, in keeping with FHU policies regarding overnight stays. Requests must be made in person by 5 p.m.; Residence Hall Supervisors will not grant curfew extensions over the phone. Curfew extensions will not be granted to anyone on disciplinary probation without permission from the Dean of Students.

# **Group Curfew Extension/Overnight Permission**

Groups (including social clubs and musical groups) may request group curfew extension/overnight permission as a group from the Associate Vice President of Student Life, Dean of Student Life or the Dean of Students. Such requests must be made at least 24 hours in advance. Failure to submit these requests may result in denial of permission for later events or disciplinary action for both the individuals and the group.

#### **Overnight Permission**

Students must request overnight permission if they will be staying anywhere with a member of the opposite sex; Residence Hall Supervisors or the Vice President of Students will not give overnight permission over the phone. Failure to receive permission may result in disciplinary action for opposite-sex visitation violations.

#### **Overnight Opposite-Sex Visitation and Violation of Visitation Hours**

Students, regardless of whether they live on or off campus, are not permitted to spend the night with members of the opposite sex without parental, parental-type, faculty or staff chaperones. Any student or group in violation of this policy will be subject to severe disciplinary action.

#### **Overnight Guests**

Per the city of Henderson fire law, with the exception of special events (RUSH, Lectureship) there are not to be more than two overnight occupants in a dorm room at any time. This applies to dorm-to-dorm guests, as well as non-resident guests. If you have an overnight guest on campus, you must remain on campus with them and may not sign-out during their stay.

#### **Dorm-to-dorm Guests**

If a dorm only has one occupant, or if your roommate has signed out, a fellow student may stay a maximum of three nights per week. Students may not stay Thursday, Friday and Saturday of one week followed by Sunday, Monday and Tuesday of the next.

Resident students are NOT allowed to sign-out to Privileged Housing over night.

# NON-RESIDENT GUESTS

Per the city of Henderson fire law, with the exception of special events such as RUSH or Lectureship, overnight dorm room occupancy is not to exceed two overnight occupants per dorm room. If there is an open space in your room, non-residents may stay up to three nights in a dorm room. Non-residents (people who have not been assigned a dorm on our campus) are not allowed in residence halls past curfew without signing the guest list in the lobby. The list will be kept by the monitor on duty each evening. Guest approval can be subject to restriction if issues arise with guests.

Guests staying longer than three nights per week may be charged a guest fee of \$25 per night. A guest is not allowed in the dorm more than 5 nights per semester without special permission from the Dean of Students of Vice President of Student Services.

#### **Guest Behavior**

Guests are expected to adhere to the same rules and policies as students. Students are responsible for their guests' actions and for ensuring that their guests are aware of University standards. If a guest violates any University policy, the may be asked to leave campus immediately.

#### **Prospective Students**

Prospective students wishing to stay overnight in the residence halls should make their housing arrangements through the Office of Admissions in cooperation with the Student Housing Coordinator.

# SIGNING OUT

Any time a student plans to be gone overnight from the residence hall, the student must complete the online form completely and accurately. Sign-out must be correctly completed before curfew to avoid a curfew violation. If a sign-out form is incomplete, suspicious or incorrect, the Dorm Supervisor may call the student or their parents to verify the student's location.

- Once curfew has passed, students should not return to the residence hall before 5 a.m. without permission from the Residence Hall Supervisor or the Vice President of Student Services.
- Students should not list a cell phone number as the primary contact if there is a landline available where they will be staying.
- Students may sign out no more than three times Sunday through Thursday. If staying longer, they must receive permission from the Student Housing Coordinator or the Vice President for Student Services.

- Sign-out privileges may be revoked if a student repeatedly fails to sign out correctly or violates University policy while signed out.
- The University sign-out policy applies to any student staying outside the dorm overnight, including students traveling for University-sanctioned events such as athletics.
- Students are not allowed to sign out during finals week.

#### Failure to Sign Out

Students who forget to sign out should notify the Residence Hall Supervisor as soon as possible.

## **Returning after Having Signed Out**

Students who have signed out for the night but who decide to return to the residence hall before 5:00 a.m., must notify the Residence Hall Supervisor. Failure to notify the Residence Hall Supervisor (after curfew) will result in disciplinary action.

# **Falsification of Sign-Out Information**

Giving false information on the sign-out is lying and may result in disciplinary action, in accordance with our pillar of integrity (Proverbs 11:3). Students should not sign out for one another. Those who do so will be treated as if they have falsified their own information.

# **FINALS WEEK**

- All forms of sign-outs, including signing out to other dorms, are not allowed during finals week.
- No curfew extensions will be granted during finals week.
- Violation of any University policy during finals week may result in being made to immediately checkout of the dorm and vacate campus.

#### Moving Off-Campus/End of School Year Checkout

To help ensure a smooth transition at the end of the school year, or when moving off-campus, it's important that all students follow the proper checkout process. This helps us maintain our residence halls and avoid unnecessary costs for future residents.

While each dorm may have slightly different guidelines, a student is considered fully checked out only when the following steps are completed:

- Room key is returned.
- Not returning your room key will result in a \$250 improper checkout fee. (Please note: this replaces the standard \$35 key replacement fee.)
- Furniture is in original placement.
- All furniture must be returned to its original configuration before checkout.
- Walls are clear.
- This includes the removal of all command strips, poster, or adhesives. Any damage to paint caused by adhesives may result in a facilities charge.
- Room and shared spaces are cleaned.
- Your bedroom, bathroom, and any shared living spaces must be swept, mopped and left in clean condition.
- Final inspection is completed.
- A resident assistant (RA) or student assistant (SA) must physically inspect your space. Checkout is only complete once both you and the RA/SA have signed off on the condition of the room.
- To avoid the \$250 improper checkout fee, be sure to follow these steps closely and schedule your final inspection in advance. If you have questions, don't hesitate to reach out to your RA or hall director—they're here to help you finish the semester well!

# **RESIDENCE HALL SAFETY**

#### **Fire Drills**

Fire Drills are conducted at least once per semester to instruct students on proper evacuation procedures and to ensure safety in case of a fire. Once a residence hall has passed a fire drill, no additional fire drills will be called without receiving approval from the Vice President of Student Services at least 24 hours in advance.

#### **Tornado Drills**

Students will also be instructed regarding procedures to follow during tornado warnings. Fire and Tornado procedures are for the safety of everyone on campus and are to be taken very seriously. Students who do not follow directions during these procedures will be subject to disciplinary action up to and including suspension. Students are to shelter in the basement or designated safety area of the dorms any time a tornado siren is going off and they are not to leave the building until given permission by the Dorm Supervisor.

#### **Misuse of Safety Equipment**

Any student who triggers a fire alarm without due cause or tampers with fire alarms, fire extinguishers, covering particle detectors or any other piece of safety equipment will be subject to legal action and/or disciplinary action. In extreme cases, the student may be suspended.

# PRIVILEGED HOUSING

All University policy, including room inspections, curfew and sign-out requirements apply to privileged housing.

Privileged housing is a privilege and a position of trust, therefore students who disregard University policy will be required to relocate to the residence halls. Students desiring to live in privileged housing should complete an application obtained and returned in the Office of Student Services, and the applications are processed on a "first come, first served" basis. Students must have at least 70 completed hours to fill out an application and completed at least one semester at FHU. Students are required to have completed 90 hours to be eligible to live in privileged housing.

Students will be notified by e-mail. Those approved will be assigned rooms with consideration given to roommate requests.

Each privileged housing unit will be supervised by Resident Assistants. These students serve in lieu of Residence Hall Supervisors to provide support and hear concerns of the other students.

#### **Visitation Hours for Privileged Housing**

Opposite-sex visitors may visit in privileged housing units at these times:

```
Monday 5 p.m. – 12:00 a.m.
Tuesday 5 p.m. – 12:00 a.m.
Wednesday 5 p.m. – 12:00 a.m.
Thursday 5 p.m. – 12:00 a.m.
Friday 5 p.m. – 12:30 a.m.
Saturday 12 p.m. – 12:30 a.m.
Sunday 11:30 a.m. – 5 p.m.; 7 p.m. – 12:00 a.m.
```

Violations of this policy in privileged housing will result in the student(s) being relocated to the residence halls and further disciplinary action.

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Opposite-sex visitors must remain in the living room/kitchen area. If an opposite-sex visitor is found to have been in the bedroom for any reason, the visitor and the host will be subject to severe disciplinary action. Either student living in privileged housing will be relocated to a residence hall. Other students present at the time may also be subject to disciplinary action in accordance with our pillars of loving each other (Matthew 22:39), integrity (Proverbs 11:3) and wisdom (Proverbs 9:10). This discipline is non-appealable.

# **OFF-CAMPUS ELIGIBILITY**

All undergraduate students must live in University housing and purchase a meal plan with the following exceptions:

- Married students
- Students living with parents or parental-type relatives (A notarized letter from the parents, and, if applicable, the parental-type relatives confirming the housing arrangement must accompany the application.)
- Students who will be 23 years old or older by October 15 for the fall semester and March 15 for the spring semester
- Students who have completed 120 classroom hours

In addition to meeting these qualifications, the student must also meet all of these requirements:

- Have an acceptable place of residence
- Have a good behavior record at the University
- Be of good character and reputation as evidenced by properly representing our pillars of: love (Matthew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3).

# **Off-Campus Applications**

University regulations governing conduct and our scriptural pillars of: love (Matthew 22:37, 39, integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3) apply to off-campus students. Off-campus students found in violation of sexual, alcohol, and/or drug policies or engaged in conduct reflecting negatively on the University will be subject to disciplinary action as outlined in the handbook.

Students allowing such activities at their residences, even if they do not participate, are subject to the same disciplinary actions. This policy also applies to any other student present when the activity occurs.

In such cases, students may be required to move back on campus, even if they are still subject to the terms of a lease.

# **University Regulations Regarding Off-Campus Students**

University regulations governing conduct and our scriptural pillars of: love (Matthew 22:37, 39), integrity (Proverbs 11:3), discipleship (Matthew 28:19), wisdom (Proverbs 9:10) and unity (Ephesians 4:3) apply to off-campus students. Off-campus students found in violation of sexual, alcohol and/or drug policies or engaged in conduct reflecting negatively on the University will be subject to disciplinary action as outlined in the handbook.

Students allowing such activities at their residences, even if they do not participate, are subject to the same disciplinary actions. This policy also applies to any other student present when the activity occurs.

In such cases, students may be required to move back on campus, even if they are still subject to the terms of a lease.

# Misrepresentation of Information

Falsification on any applications or documents (i.e., parental or physician letters) will result in disciplinary action and loss of off-campus privileges in accordance with our scriptural pillar of integrity (Proverbs 11:3).







# **COMPUTERS**

All computers connected to the University network are governed by Policy 7.1.1 Acceptable Use: <a href="mailto:fhu.edu/campuslife/studentservices">fhu.edu/campuslife/studentservices</a>

# **PARKING**

Effective 7/1/2020

The following regulations apply to all visitors, students, employees and others who operate motor vehicles on Freed-Hardeman University. This is the official online documentation concerning traffic and parking rules and regulations and supersedes all other publications: <a href="mailto:fhu.edu/campus-spiritual-life/campus-safety/">fhu.edu/campus-spiritual-life/campus-safety/</a>

Permit Registration
Parking Zones
Permits and Restrictions
Enforcement Hours
General Regulations
Parking Violations and Regulations
Parking Fine
Appeal Process



# **BUSINESS SERVICES**

# **STUDENT ACCOUNTS**

Students may contact Student Financial Services by phone 731-989-6662 or by email finaid@fhu.edu to ask questions about their accounts. Students may contact Financial Services 731-989-6363 to make payments.

# **BOOKSTORE PAYMENTS**

Bookstore charges made by students are added to their accounts, which are managed at the One Stop Shop. Bookstore charges for non-student accounts are handled by Retail Store Manager who can be contacted by phone 731-989-6112 or by e-mail dwatson@fhu.edu. When submitting payments, include the payment stub from the statement or write the full account number on the memo line of the check.

# **DEPOSITS FOR UNIVERSITY CLUBS OR OTHER ORGANIZATIONS**

To make a deposit for a club or other organization, students should complete the deposit form, including the account number, and submit it to the Accounts Receivable Clerk in the Office of Financial Services by phone 731-989-6357 or e-mail kvickery@fhu.edu.

# **WORK-STUDY PROGRAM**

Students with questions about the work-study program should contact the Human Resources Specialist by phone 731-989-6025 or by email workstudy@fhu.edu (or visit Work Study on the University website).

#### DINING DOLLARS

Dining dollars are loaded as part of the university meal plan and can ONLY be used at FHU campus dining locations. Additional voluntary dining dollars can be purchased separately.

#### FINANCIAL OBLIGATIONS

Students are expected to meet their financial obligations to the University. Those who live off campus should also represent the University well by paying their rent, utility bills and phone bills on time. Failure to meet these obligations may result in action by the University. The action may include mandatory withdrawal from the University.

# **ID CARDS**

All students receive photo identification cards. They should carry these cards at all times. The cards should not be loaned or given to anyone else.

ID cards have the following uses:

- Identification for official business at the University
- Access to residence halls and after-hours access to some academic buildings
- Chapel attendance
- Payment for meals in Lion's Pride Dining Services, LP Express and Lion's Pride Coffee House
- Access to library materials and resources
- Credit purchases in the bookstores
- Admission to all intercollegiate games and matches except American Midwest Conference tournaments
- Admission to gyms and weight rooms.

Students are issued one ID card without charge. If a card is lost, stolen or broken, the student must have a new one made in the Office of Security. The charge for reissued ID cards is as follows:

1st-3rd reissue in one academic year - \$25 each Subsequent reissue in the same academic year - \$50 each



# **ACADEMIC POLICIES AND DEFINITIONS**

Whatever you do, work heartily, as for the Lord and not for men, knowing that from the Lord you will receive the inheritance as your reward. You are serving the Lord Christ.

Colossians 3:23-24

Academic policies and information related to academic policies may be found in detail at the following address:

fhu.edu/academics/catalog

# WITHDRAWAL FROM THE UNIVERSITY

To withdraw from the University, a student should contact the academic retention coordinator 731-989-6176 who is located in the Gardner Center, first floor in room 116.

Withdrawal from the University: <a href="mailto:fhu.edu/campuslife/studentservices">fhu.edu/campuslife/studentservices</a>

# **ACADEMIC SUPPORT SERVICES**

# **ACADEMIC SUCCESS CENTER**

The Academic Success Center provides academic support and counsel to all undergraduate students at FHU. First time students and continuing students will be guided through their transition from high school to college with various academic resources. These resources include advising, tutoring, testing, academic and career counseling, as well as providing a referral system to additional student services. For more information about Academic Success Center, please call 731-989-6060.

# FINANCIAL AID

The Financial Aid staff is available to help students make arrangements to cover the cost of their education. One-on-one counseling aids students in finding the best financial paths to their educational goals. The University offers several scholarships, grants and loan programs. The initial step in receiving financial aid is completing the Free Application for Federal Student Aid (FAFSA).

# ACCESSIBILITY SERVICES POLICY AND PROCEDURE

# **ACCESSIBILITY SERVICES**

Freed-Hardeman University is committed to providing equal opportunity in education to qualified students. The University looks to the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 for standards.

Those with a disability who are prevented from meeting course requirements in the way the course is regularly taught should contact the Office of Student Accessibility by phone 731-989-6029 or by email mellis@fhu.edu. Students are required to provide documentation from an acceptable evaluator in order to receive accommodations.

Freed-Hardeman University will assist an individual who has a documented disability with appropriate accommodations and modifications; but does not, however, guarantee successful completion of a course or a program. Students must cooperate with the University and take responsibility for learning. Those with an approved accommodation plan should, within the first three class sessions, notify the instructor of any affected class.

Please see academic catalog for full policy on pages 50-51: <a href="mailto:fhu.edu/academics/catalog">fhu.edu/academics/catalog</a>

# **SERVICE ANIMAL POLICY**

#### **Service Animals (ADA Definition)**

Any guide or signal dog individually trained to do work or perform tasks for a person with a disability, and the work is directly related to the individual's disability. An animal fitting this description is considered a service animal under the ADA regardless of whether the animal is trained under a certified society or is licensed by stated or local government.

In addition to provisions for service dogs, revised ADA regulations have new, separate provision about miniature horses that have been trained to do work or perform tasks for people with disabilities. (Miniature horses generally range in height from 24-34 in changes measured at the shoulders and generally weigh between 70-100 lbs). The following are examples of how service animals commonly assist individuals with disabilities:

- Guiding individuals who are blind;
- · Alerting individuals with hearing loss;
- Pulling a wheelchair for a person with a physical or mobility disability;
- Fetching items, or turning on/off light switches; or
- Alerting others or standing guard over a person.
- Calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack.

The ADA also stipulates that service animals must be harnessed, leashed or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal or other effective controls.

Freed-Hardeman University (university) acknowledges the importance of service animals (defined above) in providing an individual with a disability with specific services directly related to the individual's disability. Therefore, the university welcomes service animals in its buildings, classrooms, university housing, meeting rooms, dining areas, health center, recreational facilities and sponsored activities and events subject to this service animal policy.

# I. Service Animal procedures

- University students who seek to utilize a service animal on the university's campus and/or at university
  events are covered under the American's with Disabilities Act (ADA) and amendments thereto. Students
  should consider coordinating with the university's Office of Student Accessibility prior to bringing the
  service animal to campus. Additionally, resident handlers are strongly encouraged to inform university's
  residence life, housing and dining service department (Department) prior to occupying university housing
  with a service animal.
- University visitors are permitted to bring service animals into buildings, classrooms, residence halls, meeting rooms, dining areas, health centers, recreational facilities and sponsored activities and events without prior approval, subject to the restrictions outlined in this policy and the obligations of the handler outlined below.
- University personnel should not ask about the necessity of a service animal when it is apparent that the animal is trained to perform tasks for an individual with a disability. In situations where it is not apparent that the animal is trained to perform tasks for an individual with a disability, the only ADA permitted inquiry are the following two questions: 1) Is the animal required because of a disability, and 2) What work or task has the animal been trained to perform? University personnel with questions regarding this analysis and the permitted inquiry should contact the Office of Student Accessibility at 731-989-6029 or email at mellis@fhu.edu.

#### II. Obligations of service animal handler

The supervision of a service animal is solely the responsibility of the handler. Handlers are subject to the following obligations, in addition to any other university rule or regulation not specifically related to service animals. The handler of a service animal must:

Keep the service animal under the handler's control at all times. The service animal must be property
restrained or otherwise under the control of the handler at all times. No service animal may go loose
or run at large on university property. If a service animal is found running at large, the service animal is
subject to capture, confinement and removal from university property.

- Comply with applicable law and policies regarding animal ownership. The handler must abide by current city, county and state ordinances, laws and/or regulations pertaining to the licensing, vaccination and other requirements of animal ownership. It is the handler's responsibility to know and understand all applicable ordinances, laws and regulations in addition to university policies applicable to service animals. The university may request documentation of compliance with such ordinances, laws and/or regulations, which may include presentation of vaccination certificate(s).
- Take proper care of the service animal. The handler is required to ensure the service animal is well cared for at all times. Evidence of mistreatment, abuse, neglect, extended absence or abandonment may result in the removal of the service animal or other consequences. Handler is solely responsible for providing care and food for the service animal. University dining center policies prohibit the removal of food or food scraps from dining facilities for the purpose of feeding service animals. University personnel shall not be required to provide care or food for any service animal including, but not limited to, removing the animal during emergency evacuation for events such as a fire alarm. Emergency personnel will determine whether to remove the service animal from university housing in an emergency and may not be held responsible for the care, damage to or loss of the service animal.
- Be responsible for property damages and damages or injuries to, or caused by, the service animal. The service animal is expected to be housebroken and to utilize outside areas away from buildings. The handler is required to clean up after and properly dispose of all waste created by the service animal in a safe and sanitary manner. The handler will be responsible for any and all damages or injuries caused by the service animal and the handler must take reasonable precautions to prevent property damage or injury caused by the service animal. The residents with service animals residing in university housing will be charged for any and all damages caused by a service animal or additional cleaning required due to the service animal (beyond reasonable wear and tear) to the same extent that other residents are charged for the same.

#### III. Frequently asked questions

# What are some basic etiquette rules for service animals and their handlers?

- Do not feed or pet service animals when you see them on campus;
- Do not try to separate handler from service animal; and
- Do not harass or startle a service animal.

# Under what circumstances can a service animal be asked to leave or not allowed participation on campus?

- If a service animal is found to be disruptive in the classroom;
- If a service animal shows aggression towards their handler or other members ofcampus or the community;
- If a service animal is physically ill;
- If the service animal is unreasonably dirty;
- Any place on campus where the presence of a service animal causes danger to the safety of the handler or other students/member of campus; or
- Any place on campus where a service animal's safety is compromised.

# What needs to happen if a service animal is behaving aggressively towards their handler or others, or if a handler or other students are behaving aggressively towards a service animal?

Call campus security at 731-989-6911

#### IV. Conflicting disabilities

If a person has a disabling condition that involves an allergic reaction to animals, they should notify the appropriate office based on their status with the university. Faculty, staff and visitors, students and residents should notify the Office of Student Accessibility regarding a reasonable accommodation to the presence of service animals. The person making the request may be required to provide supporting medical documentation to support the accommodation request. Action will be taken to consider the needs of both the person seeking accommodation and the service animal owner/handler to resolve the problem as efficiently and expeditiously as reasonably possible.

#### V. Exclusions of service animals

The university may restrict an individual's use of a service animal, pursuant to this policy, when the service animal poses a substantial and direct threat to the health or safety of the university community, when the presence of the service animal constitutes a fundamental alteration to the nature of the program or service provided by the university, or for the handler's failure to comply with the obligations set forth under this policy. The university may also limit the use of service animals in certain locations due to health or safety concerns, where the service animal may be in danger, or where their presence may compromise the integrity of research due to the presence of chemicals and/or organisms. Should the university limit the presence of a service animal, the university will reasonably endeavor to work with the handler to determine reasonable alternative opportunities to participate in the service, program or activity without having the service animal on the premises.

For further information please contact Freed-Hardeman University Office of Student Accessibility: 731-989-6029 or by email at mellis@fhu.edu.

# OTHER SUPPORT SERVICES

# **CAMPUS SECURITY**

The Office of Campus Safety seeks to provide a safe environment for the University community. The security personnel are committed to developing a good relationship with students, faculty, staff, and administration by providing professional security services. Security officers can be reached 24 hours a day, 7 days a week by calling 6911 (on campus) and 731-989-6911 (off campus).

# **EMERGENCY NOTIFICATION SYSTEM**

To provide a mode of mass communication, we have solicited the use of Rave Mobile Safety, a communication company that specializes in campus communications. With this partnership, we have the ability to communicate with the student body quickly concerning emergency situations or even bad weather. LionAlert is what Rave Mobile Safety is known as on FHU's campus.

# AMENDMENTS TO STUDENT HANDBOOK POLICIES

# **AMENDMENTS TO ACADEMIC POLICIES**

Amendments to academic policies, generally contained in the Academic Life section of the Student Handbook, must be approved by the faculty and the President. Requests for amendments to academic policies should be directed to the Academic Affairs Committee. For additional information, please contact the Office of Academics.

# **AMENDMENTS TO NONACADEMIC POLICIES**

Amendments to nonacademic policies must be approved by the Vice President of Student Services and the President. Students may submit requests for amendments through the Student Government Association.

Requests for amendments from faculty, staff or administrators should be submitted directly to the Dean of Students. If the Dean of Students believes an amendment is in order, the Dean will draft a proposal. If the request was initiated by students, the Rules and Regulations committee will draft a proposal of desired change. Representatives from the committee will meet with the Dean of Students to discuss the draft. The Dean of Students will determine if the proposal needs revision, or if the proposal is ready to be submitted to the Vice President of Student of Services. The Dean of Students will submit the proposal.

# **ACADEMIC CALENDAR, 2025-2026**

# **SUMMER TERM 2025 (MAY 19 – JULY 25)**

# May 2025 Two-Week Session

May 19-30: MayTwo-Week Session

May 19	Classes begin (unless otherwise noted in the Course Schedule)
	Last day to register for May Two-Week Session courses
	Drop/Add Period to change May Two-Week Session schedule ends, 3 p.m.
May 23	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
May 26	Memorial Day Holiday (no classes)
May 30	Final Exams (or may be given the last day of class)
June 4	Final grades due, 12 p.m.
July 3	Deadline for removing May two-week session incompelte grades

#### **Summer 2025 Four-Week Sessions**

June 2-27: First Four-Week Session

June 2	Classes begin (unless otherwise noted in the Course Schedule)
June 6	Last day to register for First Four-Week Session courses
	Drop/Add Period to change First Four-Week Session schedule ends, 3 p.m.
June 19	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
June 27	Final Exams (or may be given the last day of class)
July 2	Final grades due, 12 p.m.
July 27	Deadline for removing Summer First Four-Week incomplete grades

#### June 30-July 25: Second Four-Week Session

June 30	Classes begin (unless otherwise noted in the Course Schedule)
July 3	Last day to register for Second Four-Week Session courses
	Drop/Add Period to change Second Four-Week Session schedule ends, 3 p.m.
July 4	Independence Day Holiday (no classes)
July 17	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
July 25	Final Exams (or may be given the last day of class)
July 30	Final grades due, 12 p.m.
August 24	Deadline for removing Summer Second Four-Week incomplete grades

# **Summer 2025 Eight-Week Session**

June 2-July 25

June 2	Classes begin (unless otherwise noted in the Course Schedule)
June 6	Last day to register for Eight-Week Session courses
	Drop/Add Period to change Eight-Week Session schedule ends, 3 p.m.
July 3	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
-	Deadline for removing spring semester incomplete grades
July 4	Independence Day Holiday (no classes)
July 25	Final Exams (or may be given the last day of class)
July 30	Final grades due, 12 p.m.
August 24	Deadline for removing Summer Eight-Week Session incomplete grades

#### **Summer 2024 Ten-Week Session**

May 19-July 25

May 19	Classes begin (unless otherwise noted in the Course Schedule)
May 23	Last day to register for Ten-Week Session courses
	Drop/Add Period to change Ten-Week Session schedule ends, 3 p.m.
May 26	Memorial Day Holiday (no classes)
June 26	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
July 4	Independence Day Holiday (no classes)
July 25	Final Exams (or may be given the last day of class)
July 30	Final grades due, 12 p.m.
August 24	Deadline for removing Summer Ten-Week Session incomplete grades

# **FALL TERM 2025 (AUGUST 4 – DECEMBER 26)**

#### Fall 2025 Two-Week Session

August 4-15

August 4	Classes begin (unless otherwise noted in the Course Schedule)
	Last day to register for August Two-Week Session courses
	Drop/Add Period to change August Two-Week Session schedule ends, 3 p.m.
August 8	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
August 15	Final Exams (or may be given the last day of class)
August 20	Final grades due, 12 p.m.
Sept. 14	Deadline for removing August Two-Week incomplete grades

#### Fall 2025 Sixteen-Week Session

August 20 - December 11

Aug. 14-18	Advising and registration for continuing and returning undergraduate students, 8 a.m12 p.m.
August 20	Fall classes begin (unless otherwise noted in the Course Schedule)
August 25	Last day to submit Special Studies forms to Dean's Office, 3 p.m.
August 27	Last day to register for Sixteen-Week Session courses
	Drop/Add Period to change Sixteen-Week Course schedule ends, 3 p.m.
August 29	Last day for December graduates to apply for graduation
Sept. 1	Labor Day Holiday (no classes)
Sept. 25	University Servants' Day
October 6-10	Mid-Term Week
October 10	Mid-Term grades due, 3 p.m.
Oct. 16-17	Fall Break (two day break, no undergraduate classes)
October 23	All summer incomplete grades and all fall mid-term grades due, 3 p.m.
	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
Nov. 22-30	Thanksgiving Holidays, Saturday-Sunday (no classes)
Dec. 8-11	Final Exam Week (or may be given last class meeting for graduate courses)
Dec. 12	Final grades due, 12 p.m.
	Commencement, 2 p.m., Dryden Auditorium
January 10	Deadline for removing Fall Sixteen-Week Session incomplete grades

# Fall 2025 Eight-Week Sessions

August 16 – October 10: First Eight-Week Session

August 16	Classes begin (unless otherwise noted in the Course Schedule)
August 25	Last day to submit Special Studies forms to Dean's Office, 3 p.m.
August 27	Last day to register for First Eight-Week courses

	Drop/Add Period to change First Eight-Week Session schedule ends, 3 p.m.
August 29	Last day for December graduates to apply for graduation
Sept. 1	Labor Day Holiday (no classes)
Sept. 18	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
Sept. 25	University Servants' Day
October 6-10	Final Exams (or may be given the last day of class)
October 15	Final grades due, 12 p.m.
November 9	Deadline for removing Fall First Eight-Week Session incomplete grades

# October 11 – December 11: Second Eight-Week Session

August 29	Last day for December graduates to apply for graduation
October 11	Classes begin (unless otherwise noted in the Course Schedule)
Oct. 16-17	Fall Break (two day break, no undergraduate classes)
October 20	Last day to register for Second Eight-Week courses
	Drop/Add Period to change Second Eight-Week Session schedule ends, 3 p.m.
Nov. 13	Last day to withdraw without affecting GPA, 5 p.m., Registrar's Office (last day to receive a W grade)
Nov. 24-30	Thanksgiving Holidays, Monday-Sunday (no classes)
Dec. 8-11	Final Exams (or may be given the last day of class)
Dec. 12	Final grades due, 12 p.m.
	Commencement, 2 p.m., Dryden Auditorium
January 10	Deadline for removing Fall Second Eight-Week Session incomplete grades

# **December 2025 Two-Week Session**

December 15-26

Dec. 15	Classes begin (unless otherwise noted in the Course Schedule)
	Last day to register for August Two-Week Session courses
	Drop/Add Period to change August Two-Week Session schedule ends, 3 p.m.
Dec. 19	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
Dec. 25	Christmas Holiday (no classes, no assignments due)
Dec. 26	Final Exams (or may be given the last day of class)
Dec. 31	Final grades due, 12 p.m.
January 25	Deadline for removing December Two-Week Session incomplete grades

# **SPRING TERM 2025 (JANUARY 5 – MAY 16)**

# **Spring 2026 Two-Week Session**

January 5-16

January 4	Residence halls open for January Two-Week Session, 12 p.m.
January 5	Classes begin (unless otherwise noted in the Course Schedule)
_	Last day to register for January Two-Week Session courses
	Drop/Add Period to change January Two-Week Session schedule ends, 3 p.m.
January 9	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
January 16	Final Exams (or may be given the last day of class)
January 21	Final grades due, 12 p.m.
February 15	Deadline for removing Spring Two-Week Session incomplete grades

# Spring 2026 Sixteen-Week Session

January 21 - May 14

January 18	Residence Halls open, 12 p.m.
	Dining hall opens, 5 p.m.; Meal plan begins
January 19	Martin Luther King Holiday (no classes)
January 20	Advising and registration, 8 a.m12 p.m.
January 21	Spring classes begin (unless otherwise noted in the Course Schedule)
January 26	Last day to submit Special Studies forms to Dean's Office, 3 p.m.
January 28	Last day to register for Sixteen-Week Session courses
-	Drop/Add period to change Sixteen-Week Course schedule ends, 3 p.m.
January 30	Last day for May graduates to apply for graduation
Feb. 1-5	Annual Bible Lectureship
March 9-13	Mid-Term Week
March 22-29	Annual Bible Lectureship
March 22-29	Spring Vacation, Sunday – Sunday (no classes)
April 2	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
April 24	University Scholars Day
May 11-14	Final Exam Week (or may be given last class meeting for graduate courses)
May 15	Final grades due, 12 p.m.
May 16	Commencement, 10 a.m., Dryden Auditorium
June 13	Deadline for removing Spring Sixteen-Week Session incomplete grades

# **Spring 2026 Eight-Week Sessions**

Jan. 17 - Mar. 13: First Eight-Week Session

January 17	Classes begin (unless otherwise noted in the Course Schedule)
January 26	Last day to submit Special Studies forms to Dean's Office, 3 p.m.
January 28	Last day to register for First Eight-Week courses
	Drop/Add Period to change First Eight-Week Session schedule ends, 3 p.m.
January 30	Last day for May graduates to apply for graduation
February 19	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
March 9-13	Final Exams (or may be given the last day of class)
March 18	Final grades due, 12 p.m.
April 12	Deadline for removing Spring Eight-Week Session incomplete grades

# March 14 - May 14: Second Eight-Week Session

January 30

Last day for May graduates to apply for graduation

March 14	Classes begin (unless otherwise noted in the Course Schedule)
March 16	Last day to submit Special Studies forms to Dean's office, 3 p.m.
March 19	Last day to register for Second Eight-Week courses
	Drop/Add Period to change Second Eight-Week Session schedule ends, 3 p.m.
March 22-29	Spring Vacation, Sunday-Sunday (no classes)
April 16	Last day to withdraw without affecting GPA, 3 p.m., Registrar's Office (last day to receive a W grade)
May 11-14	Final Exams (or may be given the last day of class)
May 15	Final grades due, 12 p.m.
May 16	Commencement, 10 a.m., Dryden Auditorium
June 13	Deadline for removing Spring Eight-Week Session incomplete grades

# **CAMPUS DIRECTORY**

# **ACADEMICS**

#### Office of Academics

hsprouse@fhu.edu 731-989-6004

#### **Academic Success & Acadeum Coordinator**

nbrumback@fhu.edu 731-989-6176

#### **Academic Success - Student Coach**

success@fhu.edu 731-989-6172 (Undergraduate) 731-989-6390 (Graduate)

#### **Academic Success & Records (Transcripts/Transfer Credits)**

records@fhu.edu kcook@fhu.edu 731-989-6456

# **Academic Support Services**

hmalone@fhu.edu 731-989-6061

#### **Admissions**

admissions@fhu.edu 731-989-6651

# **College of Arts and Sciences**

nzlatovich@fhu.edu 731-989-6632

#### **College of Biblical Studies**

kpack@fhu.edu 731-989-6622

# **College of Business**

cwalker@fhu.edu 731-989-6091

# **College of Education and Behavioral Sciences**

gsneed@fhu.edu 731-989-6074

# **Department of Arts and Humanities**

lwarf@fhu.edu 731-989-6943

# **Department of Behavioral Sciences**

lbeene@fhu.edu 731-989-6645

#### Department of Biological, Physical and Human Sciences

bbutterfield@fhu.edu 731-989-6954

## **Department of Communication and Literature**

mpayne@fhu.edu 731-989-6668

# **Department of Fine Arts**

mpayne@fhu.edu 731-989-6089

# Department of History, Philosophy and Political Studies

gmassey@fhu.edu 731-989-6081

# **Department of Mathematics and Computer Science**

mjohnson@fhu.edu 731-989-6655

#### **Department of Nursing**

cjwhite@fhu.edu 731-989-6965

#### **Director of Research**

bbutterfield@fhu.edu 731-989-6954

# **Honors College**

731-989-6057

# **Learning Resource Library**

mhopkins@fhu.edu 731-989-6078

#### Registrar

skimpel@fhu.edu 731-989-6698

#### **Social Work Director**

nmcneal@fhu.edu 731-989-6644

#### **Teacher Education and Licensure**

jjackson@fhu.edu 731-989-6082

# **ATHLETICS**

#### **Athletic Director**

jestes@fhu.edu 731-989-6901

#### **Athletic Trainer**

gclouse@fhu.edu 731-989-6912

#### **Baseball**

jtrask@fhu.edu 731-989-6994

#### Basketball (Men's)

dstutts@fhu.edu 731-989-6902

# Basketball (Women's)

jepperson@fhu.edu 731-989-6903

#### Cheerleading

lhodges@fhu.edu 731-989-6900

# **Cross Country**

dspradlin@fhu.edu 731-989-6086

#### Golf

rrhodes@fhu.edu 731-989-6900

#### LionBackers

cpritchard@fhu.edu 731-989-6900

#### Soccer

jelliot@fhu.edu 731-989-6995

#### Soccer (Women's)

lriggs@fhu.edu

#### **Softball**

thumphry@fhu.edu 731-989-6906

#### **Sports Center Reception**

731-989-6900

# **Sports Center Weight Room**

731-989-6917

#### **Tennis**

jsdavis@fhu.edu

#### Tennis (Women's)

bclayton@fhu.edu

# Volleyball

acunningham@fhu.edu 731-989-6906

# **ASSOCIATES**

associates@fhu.edu 731-989-2641

# **BOOKSTORES**

#### **Bible Bookstore**

bbs@fhu.edu 731-989-6678

# **University Store**

bookstore@fhu.edu 731-989-6672

# **BUSINESS SERVICES**

#### **Financial Aid**

finaid@fhu.edu 731-989-6662

#### **Mail Room**

kpowers@fhu.edu 731-989-6661

#### **Meal Plan Services**

finaid@fhu.edu 731-989-6662

#### **Post Office**

mshackelford@fhu.edu 731-989-6784

#### **Student Accounts**

studentaccounts@fhu.edu 731-989-6363

# **CAMPUS RECREATION**

# **Campus Recreation**

tallen@fhu.edu 731-989-6055

#### **Intramurals**

tallen@fhu.edu 731-989-6055

#### Mid-South Youth Camp (June-August)

msyc@fhu.edu 731-989-2520

# **Mid-South Youth Camp Director**

bmontague@fhu.edu 731-989-6987

# **UNIVERSITY ADVANCEMENT**

#### **Church Relations**

rharris@fhu.edu 731-989-6967

# **University Advancement**

kgott@fhu.edu 731-989-6019

# **Estate and Planned Giving**

kgott@fhu.edu 731-989-6020

# **Alumni Relations and Annual Giving**

rmalecha@fhu.edu 731-989-6022

#### **Student Programming**

cramey@fhu.edu 731-989-6021

# **DINING SERVICES**

#### **Lion's Pride Dining Service**

ttenon@fhu.edu 731-989-6050

#### **Jones Family Dining Hall**

ttenon@fhu.edu 731-989-6050

# **Lion's Pride Catering**

ttenon@fhu.edu 731-989-6050

#### **LP Express**

ttenon@fhu.edu 731-989-6660

#### **Facilities**

facilities@fhu.edu 731-989-6051

# **GRADUATE STUDIES**

#### **Bible**

aholtin@fhu.edu 731-989-6769

#### **Business**

cwalker@fhu.edu 731-989-6101

#### Counseling

cfader@fhu.edu 731-989-6638

#### **Education**

jjackson@fhu.edu 731-989-6082

# N.B. HARDEMAN HOUSE (8 a.m. - 12 p.m.)

dmclaughlin@fhu.edu 731-989-2641

# **HEALTH**

# **Counseling Center Crisis Hotline**

731-608-2590

#### Rogers, Dodd, Conger Health Clinic

tloyd@fhu.edu 731-989-6680

# **University Counseling Center**

njudd@fhu.edu 731-989-6768

# INFORMATION TECHNOLOGY

#### **Help Desk**

helpdesk@fhu.edu 731-989-6111

#### **E-mail Accounts or Passwords**

helpdesk@fhu.edu 731-989-6111

#### **Institutional Research**

cstapleton@fhu.edu 731-989-6438

# **LECTURESHIP**

# **Lectureship Director**

kpack@fhu.edu 731-989-6622

# **Lectureship Exhibits Director**

kpack@fhu.edu 731-989-6622

# **Lectureship Housing**

kburleson@fhu.edu 731-989-6622

# **LIBRARY**

# **Archives and Special Collections**

archives@fhu.edu 731-989-6936

#### **ARC Main Library Front Desk**

731-989-6067

# **Learning Resource Library (GC)**

mhopkins@fhu.edu 731-989-6078

# **Library Research Assistance**

research@fhu.edu 731-989-6068

# **PERFORMING ARTS**

#### **Black Box Theatre - Green Room**

731-989-6293

#### **Black Box Theatre - Tickets**

731-989-6295

#### Chorale

swyatt@fhu.edu 731-989-6952

#### Theatre

cthompson@fhu.edu 731-989- 6780

#### **Theatre Costume/Lighting**

731-989-6124

#### **Theatre Office**

theatre@fhu.edu 731-989-6938

# **Theatre Scene Shop**

731-989-6761

# **RESIDENCE HALLS**

#### **Benson Hall Director**

maldrich@fhu.edu

#### **Bradfield Hall Director**

jeverson@fhu.edu

#### **Dixon Hall Director**

jmaddox@fhu.edu

#### **Farrow Hall Director**

acarter@fhu.edu

#### **Hall-Roland Hall Director**

jaldrich@fhu.edu

# **Porter-Terry Hall Director**

lwarnes@fhu.edu

#### **Scott Hall Director**

gwilliams@fhu.edu

#### **Sewell Hall Director**

acarter@fhu.edu

# **CAMPUS SAFETY AND SECURITY**

# **Director of Campus Safety and Security**

sbrackin@fhu.edu 731-989-6991

# **Campus Security Mobile**

731-608-2581

# **Campus Security Office**

safetyandsecurity@fhu.edu 731-989-6911

# **STUDENT LIFE**

#### **Activities Center - Ticket Office**

tallen@fhu.edu 731-989-6055

#### **Dean of Student Life**

tallen@fhu.edu 731-989-6055

#### Makin' Music

tallen@fhu.edu 731-989-6055

#### **Student Government Association**

nwarf@fhu.edu 731-989-6449

# **STUDENT SERVICES**

#### **Dean of Student Life**

tallen@fhu.edu 731-989-6055

#### **Dean of Students**

Icrowell@fhu.edu 731-989-6073

# **Director of Residence Life**

mellis@fhu.edu 731-989-6029

# **Student Accessibility**

mellis@fhu.edu 731-989-6029

#### **Campus Recreation**

tallen@fhu.edu 731-989-6055

# **University Counseling Center**

njudd@fhu.edu 731-989-6768

# **Rogers-Dodd-Conger Clinic**

tloyd@fhu.edu 731-989-6680

#### **International Student Advisor**

ggoodman@fhu.edu 731-989-6174

# **Student Employment**

dclose@fhu.edu 731-989-6014

# **University Career Center**

Icrowell@fhu.edu 731-989-6073

#### **Switchboard**

mmitchell@fhu.edu 731-989-6000

# **TELEVISION AND RADIO**

#### **Radio Station**

731-989-6749

# **Recording Services**

731-989-6751

#### **WFHU Request Line**

731-989-6915

# PRESIDENT/VICE PRESIDENTS

#### **President's Office**

dsteele@fhu.edu 731-989-6001

#### Vice President of Financial Services and Chief Financial Officer

mwhite@fhu.edu 731-989-6916

#### **Vice President for Academics and Provost**

hsprouse@fhu.edu 731-989-6004

#### **Vice President for Student Services**

asmith@fhu.edu 731-989-6790

# Vice President for Community Engagement

dclouse@fhu.edu 731-989-6019

# **WELCOME CENTER**

mmitchell@fhu.edu 731-989-6000

