



Student Handbook 2012-13

Build Faith. Challenge Potential. Follow Christ.

 **Bob Jones University**

A Letter from **the President**

Bob Jones University is all about discipleship toward Christlikeness. Everything we do here—from academics to sports to society outings to prayer groups—is designed to help you develop Christlike character that is manifest in a scripturally disciplined life, in service to others and love for God in sharing the Gospel, and in biblical discernment of what counts for eternity.

From the University's beginning in 1927, we've recognized the necessity of an edifying atmosphere on campus and an environment that promotes spiritual growth. We are obligated to you to do everything we can for your physical protection and your personal purity, growth and discipleship. We want every aspect of your experience here to invest in your long-term spiritual success.

To that end, we want to give you a handbook that will help you develop discernment and earn more responsibility and privileges over time. This handbook reflects strongly the realization that we are a community of believers, in which we must all demonstrate a biblically informed love for God and others. Briefly stated, believers are redeemed sinners who now have the joy of living to Christ's advantage (2 Cor. 5:14–15).

The handbook emphasizes the theological basis for what we do and the personal heart behind the policies of BJU. While externals are not our focus, we do need to recognize that externals do communicate and therefore do need to be addressed on some level.

Our aim is for you to grow as a child of God and to know and understand our expectations of you from the outset and over the course of your tenure as a BJU student. We want you to do more than endure the emphasis here; it is our desire to see you flourish and grow because of BJU's ministry in your life.

Your friend,

A handwritten signature in black ink that reads "Stephen Jones". The signature is written in a cursive, flowing style with a long horizontal line extending from the end of the name.

Stephen Jones

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Foreword

BJU's Institutional Identity

The following foundational statements define Bob Jones University and the essence of a Bob Jones University education.

Excerpt from the Bob Jones University Charter

The general nature and object of the corporation shall be to conduct an institution of learning for the general education of youth in the essentials of culture and in the arts and sciences, giving special emphasis to the Christian religion and the ethics revealed in the Holy Scriptures; combating all atheistic, agnostic, pagan and so-called scientific adulterations of the Gospel; unqualifiedly affirming and teaching the inspiration of the Bible (both the Old and the New Testaments); the creation of man by the direct act of God; the incarnation and virgin birth of our Lord and Saviour, Jesus Christ; His identification as the Son of God; His vicarious atonement for the sins of mankind by the shedding of His blood on the cross; the resurrection of His body from the tomb; His power to save men from sin; the new birth through the regeneration by the Holy Spirit; and the gift of eternal life by the grace of God.

BJU Mission Statement

Within the cultural and academic soil of liberal arts higher education, Bob Jones University exists to grow Christlike character that is scripturally disciplined, others-serving, God-loving, Christ-proclaiming and focused above.

BJU Core Values

- Love for and faithfulness to God and His Word
- Unashamed testimony for Jesus Christ, the only Savior
- Edifying love for God's people

BJU Institutional Goals

- To inspire regenerated students to know, love and serve Jesus Christ
- To strengthen each student's belief in the truths of God's Word
- To develop in students Christlike character through disciplined, Spirit-filled living
- To direct students toward a biblical life view that integrates God's Truth into practical Christian living
- To prepare students to excel intellectually and vocationally by offering diverse academic programs rooted in biblical truth and centered on a liberal arts core
- To develop in students the cultural breadth and social skills that enhance their lives and also equip them to communicate biblical truth effectively

- To instill in students a compelling concern for reaching the unconverted with the saving truth of the Gospel of Christ
- To implant in students an eagerness for vital involvement in the life and ministry of a biblically faithful local congregation
- To develop educational materials and services that extend these objectives beyond the university campus

Christian Philosophy of Education

Christian education at BJU is a spiritual ministry that has as its purpose to further the process of spiritual development in the image of God. BJU endeavors to teach students to know God and to imitate Him in His character and in His works. This commitment embraces all that is done in and out of the classroom. Knowledge of the written Word of God, the Bible, remains at the center. The disciplinary studies radiate from this center as studies of God's works. Biblical truth is not confined to required Bible courses but is diffused throughout the curriculum.

Yet to know God implies more than just knowledge about God. The knowledge of God that is unique to Christian education is a personal knowledge that begins with repentance from sin and faith in Jesus Christ as Savior and develops through obedience to and communion with God. To know God is to be born into the family of God and to live in fellowship with Him. With this knowledge as the starting point, student attention is directed outward to the full range of natural facts and human experience and to formulations of that experience in history and philosophy, literature and art—all as reflective of the work of God intersecting with the work of man. The student develops a worldview coherent with the work of God in his life.

The work of God in a student's life is a process of imitating God in character and service. Accordingly, BJU faculty and administration urge students onward in this process and provide an environment structured toward this purpose. As in secular education, the environment of Christian education is artificially selective, including elements favorable to its purpose and filtering those unfavorable to it. BJU does not apologize for the prescriptiveness of the educational experience here. Its character goals require it.

BJU also provides students with ministry opportunities so it becomes natural to them to live out their beliefs in service to God and to others. Students are encouraged to have weekend ministries of various sorts, both in the immediate area and in surrounding states as well. BJU keeps before all its students the Christian's responsibility to God and to the surrounding world in this matter.*

*For an expanded statement of the BJU philosophy of education or for academic discipline-specific philosophy statements, please refer to the Bob Jones University Press title *Christian Education: Its Mandate and Mission*, which is available at the Mack Library and in the BJU Campus Store.

Our Biblical Foundation

This handbook describes the learning environment at BJU and outlines what is expected of students. In our mission to help students grow into the image of Christ, we seek to base all we do on scriptural precepts and principles. Our approach to campus life is based upon what the Bible says about our identity as believers and its imperatives for our lives.

Identity: Who We Are As Believers

The heart of the New Testament's teaching about the Christian life could be summarized, "Live out who you are in Christ." Paul writes, "Walk worthy" of your calling (Eph. 4:1). Several scriptural themes identify who we are in Christ.

Image-Bearers

When God created Adam and Eve, He emphasized what distinguished them from the rest of creation: "Let us make man in our image, after our likeness" (Gen. 1:26). Scripture explains much about what it means to be made in God's image and what God expects of His image-bearers. It encompasses every way in which people reflect the attributes of God and thus bring Him glory.

However, something has gone terribly wrong. Far from reflecting God's image, fallen people live in rebellion against their Creator. They exalt their own wills and do the will of God's archenemy, Satan (Eph. 2:1–2).

Redeemed Sinners in Christ

Genesis 3 tells of man's fall and its devastating consequences. But in verse 15 God graciously promises a reversal. Through the "seed of the woman" He will defeat Satan and restore man to his original glory (Ps. 8:5).

The rest of the Bible unfolds this *Gospel* or "good news." Jesus Christ is the ultimate Seed through whom God accomplishes His redemptive work. By repentant faith in Christ, people are delivered from sin and its results (John 3:16; Eph. 2:8–9). Christ alone provides the way to be forgiven and restored to God (John 14:6).

Justification

The Gospel addresses every aspect of our fallen condition, including the central issue of our justification, or our legal standing before God.

As our Substitute, Jesus kept God's law that we failed to obey (Gal. 4:4–5). On the cross He suffered the penalty of God's wrath for our violations (1 Pet. 3:18). By resurrecting Jesus, God declared that He was fully satisfied with Jesus' work (Rom. 4:24–25). God can justly forgive sinners who rely upon that work, declaring them to be righteous and eternally accepted in His presence (Rom. 3:21–26; 8:1). Through faith we are united with Christ, and God credits us with Christ's perfect and changeless righteousness. Nothing can separate us from God's love (Rom. 8:31–39).

Justification is one of our greatest joys as believers because it guarantees us God's favor. Whatever we do for the Lord should be motivated not by guilt but by gratitude and love (2 Cor. 5:14–15).

Sanctification

Sanctification is the ongoing work of God through the Holy Spirit in progressively conforming a believer's mindset and choices to accurately mirror his position and identity in Christ (Rom. 6:1–14). Justification and sanctification are both components of the Gospel, but there are important differences between them.

Justification is a once-for-all declaration, but sanctification is a process (2 Pet. 3:18). The new birth gives us spiritual life, yet that life has to be nurtured and developed (1 Pet. 1:22–2:3). Although sin does not characterize the life of a child of God (1 John 3:4–10), the Scriptures affirm that we will contend with temptation from within ourselves as long as we remain on the earth (Col. 3:5–8). Through the work and advocacy of Christ, God promises forgiveness of sin to any child of His who confesses (1 John 1:9), although the sin does not alter our justified legal standing before God (Romans 8:1–4).

Justification is entirely an act of God, but sanctification involves our active participation. Paul writes, "Work out your own salvation with fear and trembling. For it is God which worketh in you both to will and to do of his good pleasure" (Phil. 2:12–13). God has given us all the resources we need for the development of Christlikeness (2 Pet. 1:3–7).

The Holy Spirit sanctifies us by producing in us qualities of godliness as we yield to His working (Gal. 5:16 ff.; Eph. 5:18 ff.). He delivers us from sin's dominance over our hearts and decisions. He purifies us so that we become zealous for good works (Titus 2:11–14). And He increasingly transforms us into His own image so that we can accomplish the purpose for which He created us (2 Cor. 3:18). To accomplish His work of sanctification, God uses His Word (2 Tim. 3:16–17; Col. 3:16), prayer (Phil. 4:6–7) and the ministry of other believers in our lives (Eph. 4:15–16; 1 Cor. 12:4–7).

Redeemed Sinners in Community

All New Testament believers form a Body that unites different people into God's family (Eph. 2:11–22). Christians should not live in isolation. God calls believers to live in community with each other, to share the joys and struggles involved in pursuing Christlikeness (Heb. 10:24–25). He uses fellow believers to minister grace to us (Eph. 4:29).

A Christian university such as BJU provides a unique setting in which to live out the amazing unity we enjoy in Christ. Successful community life requires a spirit of mutual humility, love and consideration under the expectations of a student covenant designed to promote spiritual growth. But growth often follows failure, so our community also values repentance, forgiveness and restoration (Gal. 6:1).

Submitted to God's Inspired Word

Our shared authority is the Bible, God's inspired Word (2 Tim. 3:14–17; 2 Pet. 1:19–21). When everyone does what is right in his own eyes, sin and disunity reign (Judg. 17:6; 21:25). Because God inspired the Bible, it contains no errors and can be trusted to provide infallible guidance (John 10:35). This truth is the foundation of BJU's first "core value"—love for and faithfulness to God and His Word.

The inspiration of Scripture is more than a doctrine to be affirmed. It demands that we submit ourselves to the Bible's instruction (Ps. 119:4), including its prescriptions for living together in a Christian community.

Developing Biblical Discernment

God's authoritative Word is entirely sufficient for Christian faith and practice (2 Tim. 3:16–17). In many areas Scripture gives clear imperatives. In other situations where Scripture does not directly give specific commands, believers must use Spirit-guided discernment to make wise choices based on biblical principles. Therefore, it is essential for believers to develop biblical discernment.

Biblical discernment operates on two levels. Sometimes it requires choosing between good and evil (Heb. 5:14). But more often it requires choosing between what is acceptable and what is best, or what is to Jesus' greatest advantage in particular situations (1 Cor. 10:23; Phil. 1:9–11).

As a skill for living, discernment must be developed (Heb. 5:14). Progress occurs through regular study of Scripture, a deepening control by the Holy Spirit, keener biblical insight into human nature, and life experiences. Younger believers also develop discernment as they follow the examples of mature believers (2 Tim. 3:10).

BJU is a community where discipleship of younger believers takes place, where students learn how to follow Christ in a loving and encouraging atmosphere. Discipleship is a “work in progress” for all believers, including faculty, staff and administration. This discipleship demands humility on everyone’s part as we learn from one another (1 Pet. 5:5b). Discipleship also requires that each of us has a teachable spirit and a desire to learn from elders (1 Pet. 5:5a).

Submitted to Institutional Authority

God’s written authority, the Bible, teaches that He also exercises authority through several kinds of human leadership. The primary biblical authority structures are the family (Eph. 5:22–23; Deut. 6:7–9), government (Rom. 13:1–7) and church (Acts 20:28; Heb. 13:7, 17). But the Bible also allows for human authority structures that support those three.

BJU supports the discipleship efforts of Bible-believing churches and Christian families in part through providing a structured environment that promotes biblical Christian living. The University does not replace parents’ authority, but we aim to support their goals for students through policies that promote continued spiritual growth and protect students from harm. Although some policies will not be identical to the rules established by a specific student’s parents, we ask students and parents to keep in mind that it is impossible for BJU to replicate the pattern of every particular home.

A student’s acceptance of BJU’s authority is a voluntary matter. The parents of some students choose to send them here, while other students come desiring this kind of discipleship for themselves. We require all students to sign the student covenant indicating their intent to abide by the University’s policies, and BJU’s goal is to demonstrate the value of this commitment to an individual student’s growth.

Imperatives: How We Live As Believers

We are created in God’s image, designed to reflect His glory, defective because of sin, but redeemed by God’s grace through the work of Christ. As believers, we are to reflect His image and reflect our identity in Christ by the way we live. And to reflect that identity, we must hear and do God’s words (James 1:22–25). So at BJU we commit ourselves to faithfully practice what Christ has commanded (Matt. 28:19). The foundational imperatives we emphasize are as follows:

Love God wholeheartedly

Reflecting Christ starts with love for Him—a personal relationship with and a wholehearted commitment to Him in response to the Gospel (Rom. 12:1; Deut. 6:5; 2 Cor. 5:14–15). This love motivates everything we do. Therefore, students at BJU commit themselves to a single-minded devotion to God and a heartfelt obedience to divine expectations.

Love your neighbor as yourself

Reflecting Christ continues with love for others. Scripture commands us to esteem others as more significant than ourselves (Phil. 2:3). Therefore, students at BJU commit themselves to obey God by showing sacrificial consideration for the well-being of those around them regardless of appearance, age, ethnicity, gender, ability or spiritual maturity.

Be holy, for God is holy

Reflecting Christ also means displaying God's distinctive character in grateful response to Christ's costly redemption (1 Pet. 1:15–19). We have been set apart to exhibit God's glory as God's people by God's grace. Holiness entails separation from the godless "world" system (1 John 2:15–17; Ezra 6:21) by discerning where one's culture reflects evil values. Therefore, students at BJU commit themselves to obey God, not by "fitting in" comfortably with the world but by being transformed by the Gospel. By living holy, separated lives, we publicly proclaim that only He is worth loving and following.

Renew your mind

Reflecting Christ calls for transformed thinking. Instead of conforming to the spirit of the age, a redeemed sinner renews his mind by meditating on God's words (Ps. 1:2; Rom. 12:2). Therefore, students at BJU commit themselves to obey God by seeking spiritual illumination (1 Cor. 2:12) and developing a Christian outlook on all of life.

Assemble together

Reflecting Christ hinges on active participation in a local assembly of believers. God has specifically designed the church as a place for us to serve others and be ministered to by them (Eph. 4:11–16). Therefore, students at BJU commit themselves to obey God by worshiping with a local assembly and by exercising their gifts to help other believers mature (Rom. 12:3 ff.; 1 Cor. 12:1 ff.).

Make disciples of Jesus Christ

Reflecting Christ involves fulfilling the Great Commission (Matt. 28:18–20)—ministering to a person's greatest need by telling him the good news of a Savior in the power of the Spirit (Mark 10:21; Acts 1:8). Therefore, students at BJU commit themselves to embrace God's call to proclaim the Gospel of Jesus Christ.

Submit to authority

Reflecting Christ entails walking in humility and choosing to submit to others (1 Pet. 5:5). Therefore, students at BJU commit themselves to obey the God-given authorities in their lives (Heb. 13:7, 17).

Exercise stewardship

Reflecting Christ encompasses wisely using the time, talents and material possessions God has entrusted to each believer. Therefore, students at BJU commit themselves to considering their property, money, time and talents as gifts from God and using them—and those of others—to the glory of God (Prov. 3:9).

Speak truthfully and graciously

Reflecting Christ requires sound speech. Speaking the truth in love is not optional for believers (James 5:12). Believers also communicate in ways that build up instead of tear down, including wholesome language that avoids profanity and euphemisms (Eph. 4:29; 5:4). Therefore, students at BJU commit themselves to obey God by speaking truthfully and graciously.

Exercise self-control

Reflecting Christ demands Spirit-empowered moderation and discipline (Gal. 5:23). No pursuit is more worthwhile than conditioning oneself for eternity (1 Cor. 9:24–27; 1 Tim. 4:7–8). Therefore, students at BJU commit themselves to obey God by submitting their impulses (e.g., anger) and fleshly habits (e.g., laziness) to the renewing influence of God's Spirit.

Exhibit modesty

Reflecting Christ means focusing on internal beauty that pleases God rather than external fashions that allure people (1 Tim. 2:9–10; 1 Pet. 3:3–4). Modesty is a powerful way for believers to glorify God in a culture filled with sensuality and seduction. Therefore, students at BJU commit themselves to obey God by displaying in appearance and conduct a heart devoted to Christ.

Abstain from lust and immorality

Reflecting Christ also entails pursuing moral purity. In calling us to purity, God forbids viewing sexuality as a means of exploiting others (1 Thess. 4:1–8). Therefore, students at BJU commit themselves to obey God by respecting His design for sex, celebrating it only within the marriage relationship between one man and one woman for a lifetime. Since what we do springs from how we think (Mark 7:20–23), this commitment means controlling what one allows himself to view and read (Matt. 5:27–30) and petitioning God's Spirit to purify one's thoughts, motives and actions.

Run with endurance

Reflecting Christ necessitates persevering through trial and temptation rather than living on yesterday's victories (James 5:11) or floundering in yesterday's failures (1 Jn. 1:9). How we finish is more important than how we began. Christ persevered to the end in accomplishing our salvation and calls us to endure by looking to Him (Heb. 12:1–2). Therefore, students at BJU commit themselves to obey God by bearing up under responsibilities and burdens in the power of God's Spirit with the hope of eternity (Rom. 5:3–5).

Conclusion

To summarize, we are committed to obeying the directives of our heavenly Father in response to the death and resurrection of His Son in the power of His Spirit. We affirm this commitment, recognizing that our flesh is weak and that we'll often need the cleansing and forgiveness God promises to those who confess their sins and repent (1 John 1:9). We strive to obey not with slavish fear of a vindictive Master, but with joy in the God who loved us first (1 John 4:19). Because He died for us in love, we are compelled to live for Him (2 Cor. 5:14–15).

Academic Life

Bob Jones University professors teach classes from a biblical worldview and to the highest academic standards. Students attend each class for which they are registered and are expected to apply the appropriate time and energy necessary to earn the best possible grade in each class. In addition, students are expected to respect both professors and fellow students and exhibit deportment that helps create a positive learning environment in each classroom.

Academic Resources

BJU wants all students to achieve their highest academic potential and makes faculty and academic support resources available to assist each student in meeting his academic goals. Students, however, are ultimately responsible for their own academic success and should take the initiative to ask for assistance as needed.

Faculty—Students needing assistance with a specific course should first seek the help of the professor. Maintaining continued contact with a professor and staying informed of academic status in a course is recommended.

Academic Advisor—Each student has an academic advisor who is knowledgeable about the major the student is pursuing and available to help the student plan his semester course sequence, course load and class schedule. In addition, the advisor is available to counsel students on all matters related to being a college student, including career and ministry choices, as well as on life issues.

Academic Resource Center—The Academic Resource Center provides academic counseling—including counseling in how to study to succeed in college—and coaching, opportunities to make up tests and quizzes, tutor referrals, help with individual learning challenges, and assistance with the use of instructional media and technology.

Career Services—In addition to services offered by the Academic Resource Center, Career Services offers counseling on the choice of a major based on a student's abilities and career interests, as well as networking opportunities with recruiters for potential employment.

Academic Deans and Registrar—Both a student's academic dean and the registrar are available to help a student explore academic options and evaluate goals in light of ACT scores and current academic progress. They can also help students understand GPA requirements for graduation.

Libraries—With approximately 318,000 volumes, the Mack Library provides space for individual or group study, a periodical room with approximately 1100 current titles, access to other library catalogs and an interlibrary loan service. A separate music library in the Gustafson Fine Arts Center (GFAC) provides books, scores, audio recordings, periodicals and other reference materials for researching musical works.

Relationships in the Classroom

BJU students are brothers and sisters in Christ and should treat one another with respect, both inside and outside the classroom.

While professors are in a position of God-ordained authority in the classroom, students and professors are also brothers and sisters in Christ and in the event of some form of disagreement should approach one another respectfully and in accordance with biblical principles. Appropriate discourse in a reasoned fashion is part of the education process, and strong opinions informed by fact, logic, spiritual maturity and biblical insight are valued. At the same time, disagreement over ideas and other academic issues can occur. Students are not just welcome but invited to discuss any matter with their professors. In particular, if a student wishes to discuss an area of disagreement with a professor, he or she should go directly to that professor outside of class and respectfully present his or her concerns without fear of academic penalty. Airing complaints publicly in venues such as social media is not an appropriate means of resolving an issue.

Academic Integrity

A key aspect of Christlike character is integrity. In their academic lives, students exhibit integrity by being truthful about their own academic work and properly acknowledging sources of ideas and information.

Cheating

Cheating in any form is not tolerated. Cheating includes

- Copying from another student's test or assignment
- Unauthorized provision or use of notes or other helps on a test or assignment, such as requesting or accepting answers on a quiz or test from another student who has already taken it, discussing test information to any extent with other students, transmitting quizzes or tests or answers to quizzes or tests electronically to other students via cellphone, email, etc.
- Changing answers after a test or assignment has been completed
- Reporting false information about the completion of an assignment, including turning in someone's work as one's own (another student's, a purchased paper from an online source, etc.)

Plagiarism

Another form of cheating is plagiarism, the intentional or unintentional use to any degree of the ideas or words of one's source material without proper acknowledgement. Plagiarism typically takes two forms:

Substantial—Failure to acknowledge the use of an author's ideas or organization by footnote or identification of the source in the text of the paper. Incomplete paraphrase (mere rearrangement of syntax and substitution of synonyms for the author's words) is plagiarism.

Verbal—Failure to acknowledge the use of an author's words by quotation marks, as well as by footnote or identification in the text.

Plagiarism is theft, and the Scriptures are clear that we are to respect the property of others and to be honest and above reproach in all things (Exod. 20:15; Rom. 12:17; Heb. 13:18). Regardless of the source being used (Internet site, book, database, magazine, newspaper, computer program, speech, class notes, handouts, etc.), *all* words and information from those sources must be presented accurately and acknowledged properly so that a student's integrity is not called into question and his testimony harmed.

Examples of appropriate and inappropriate handling of source material:

Original text—"As Rome became involved in wars fought on many fronts and with many soldiers, supplying military provisions became a lucrative business. Usually the contractors were paid as soon as their work was completed. In a military emergency, however, they might be asked to accept a promise of deferred payment (probably with interest)." (Shelton, JoAnn. *As the Romans Did: A Source Book in Roman Social History*. New York: Oxford UP, 1988. 146–47. Print.)

Unacceptable Paraphrase—As Rome fought wars on many fronts and with many soldiers, supplying provisions to the military became a money-making business. Usually contractors were paid right away, but in an emergency they were asked to accept deferred payment (Shelton 146–47). [This paraphrase is inappropriate because it follows the same syntax (sentence structure) and uses many of the same words as the original.]

Acceptable Paraphrase—Dealing in military supplies was a profitable industry when Rome's armies grew and became entangled on multiple fronts. Although suppliers in times of crisis were willing to be paid on a delayed schedule, in most cases the Roman government was able to pay them immediately (Shelton 146–47). [Note different words and different syntax.]

Plagiarism checking—Students should be aware that faculty members have access to software programs that allow them to check student writing for plagiarism.

Students may refer to *College Writing* (Ch. 5) and *Companion to College English* (Ch. 23) for more information regarding plagiarism and how to avoid it.

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Violations

Penalties for cheating are usually academic but may also be disciplinary. Cheating on a final exam brings denial of re-enrollment.

Class Deportment

Appropriate class deportment is a matter of self-control. Students are expected to be attentive in class. Talking, reading, studying other materials, text messaging, writing letters and sleeping are inappropriate. If you use a laptop or handheld device, use it only for functions the professor deems pertinent to the class you are in, not for answering email, playing games, browsing the Internet, participating in social media sites or working on assignments for other classes. Water and other beverages in covered containers may be brought into the classroom at the discretion of the professor.

Attendance Policies

Class Attendance

Students are expected to attend all scheduled class sessions for each course in which they are enrolled, including final exams, and to arrive on time. Students are to use effective time management to be in attendance and are not to be absent from a class to work on other class assignments. However, BJU recognizes the occasional need to be absent from class.

Absences

Absences are for illness that is too severe or contagious for the student to attend class, visits and interviews at graduate schools or for future employment, participation in voluntary events such as individual competitions or field trips, and military duty requirements.

University-authorized Absences

University-authorized absences include participating in university-sponsored events; officially representing the University at assigned events; participating in official intercollegiate team competitions; responding to administrative requests; chronic illness; illness, surgery or medical emergencies requiring absence of four or more consecutive days; illness of a dependent family member; funerals of immediate family members; and participation in legal proceedings or administrative procedures that require a student's presence.

Communicating with Faculty

Before taking a planned absence or a university-authorized absence, students should review the absence policies in the handbook and discuss and gain agreement with each of their professors on how they will meet class requirements. Course policies typically are found in course syllabi.

Number of Absences

A student who is absent from or late to class may be subject to academic penalties, especially if absences accumulate. The University's Scholarship Committee has established the following limits on class absences. If a student exceeds the established number of absences in a specific class, he may be withdrawn from the course. Being withdrawn from courses may impact financial aid and/or scholarships, health insurance, residency requirements, and the completion of a student's degree in a timely manner. Information about compulsory withdrawals from specific classes may be found on StudentCentral.

Class meetings per week	1 2 3 4 5	5 (block)	Summer Session
Absences allowed	2 3 4 5 5	1	1
Additional university-authorized absences possible	1 3 5 4 4	1	1

Absences While on Academic Probation

Students on academic probation may take absences only for illness and/or to attend the funeral of an immediate family member.

Lates

Students are expected to arrive on time for each class. Students will be counted “late” if they arrive in the first 20 minutes after the class has begun and “absent” if they arrive after the first 20 minutes of class. Three lates to the same class during a semester will equal one absence for that class.

Students are also expected to attend classes for the entire class period. Unless a student makes prior arrangements with his professor to leave a class early, he will be counted absent from the class if he leaves before the end of the class hour.

Double Absence Days

Missing class at the beginning of a semester results in a double absence. Consult the Calendar of Events for the “double absence” dates.

Appealing Class Absences

If a student is marked absent from a class but was not absent, he is responsible to contact the professor within one week to appeal the absence. If a student is marked for an absence when the absence was university-authorized, he is responsible to contact the dean of men’s/women’s office or the Records Office to appeal the absence. Students withdrawn from class because of absences may appeal in writing to the registrar.

Dropping a Class

Contact the Records Office before missing a class you want to drop.

Attendance at Non-class Activities

Students are to arrive each semester during the published check-in times. First semester, students leave after the closing chapel and second semester at the conclusion of the commencement ceremonies. Required activities throughout the academic year include the following:

- Opening exercises and evangelistic meetings each semester
- Opening week Student Seminars
- Chapel
- Society induction, weekly society meetings, and class and Student Body meetings
- Society Sunday school and Sunday morning worship service (residence hall students)
- Special Friday 11 a.m. programs (e.g., Biblical Worldview Forums)
- Vespers
- Living Gallery
- Day of Prayer activities
- Special evening convocations
- Bible Conference
- Concert, Opera & Drama Series programs
- Commencement activities

Consult the Calendar of Events for dates of the required activities.

Absences and Lates

- Absences require prior approval. Emergencies will be handled on an individual basis.
- Dental or medical appointments are not to conflict with chapel or non-weekly required activities such as Day of Prayer, Bible Conference, commencement, etc.
- Students arriving at a required activity more than 20 minutes late will be considered absent.
- Students are to report their attendance at required activities on Avenue (home.bju.edu).

University-authorized Absences

The University will authorize certain absences from required activities with prior approval:

- Participating in university-sponsored events, officially representing the University, participating in intercollegiate teams and responding to administrative requests
- With a doctor's note, chronic or extended illness, surgery and medical emergencies of four or more consecutive days

- Attending the funeral of an immediate family member (e.g., parent, grandparent, sibling, aunt, uncle, first cousin)
- Regularly scheduled work or outreach ministry (If an activity has multiple performances, students are expected to arrange work schedules to attend one performance.)

Chapel

Students are to attend chapel Monday through Thursday. They are to bring a printed Bible and sit in their assigned chapel seats. Via e-pass, a student may secure approval to sit with a guest. For days on which a student has no scheduled classes or no classes after 9:15 a.m. or before 2 p.m., he may apply for a permanent pass to miss chapel one day a week to work off campus. A student on campus during the chapel hour is expected to attend chapel, even if he has an exemption. If a student's classes are all canceled on a specific day, he may miss chapel also. For information on chapel attendance for part-time students, see page 44.

Sunday Morning Worship on Campus

Residence hall students attend society Sunday school and morning worship on campus unless participating in outreach or church ministries. Students may attend churches where they are members or associate members Sunday morning. Second-semester freshmen as well as students with general and advanced privileges are eligible to participate in Sunday morning ministries, including preaching, directing or accompanying congregational music, and ministering special music, as well as ushering, singing in a choir and working in a nursery. Group leaders, room leaders and students in the School of Religion may participate in Sunday morning nursing home ministries. Residence hall students whose parents live in Greenville may attend services at their own churches with their families.

Note—Regardless of privilege level, any residence hall student who is not attending the Sunday morning service on campus is to be on a pass.

Day students are expected to attend their local churches on a regular basis.

Local Church Attendance

Each residence hall and day student is to attend a minimum of two church services each week. Each student may have up to six absences each semester for illness, travel or pressing obligations. In addition to the Sunday morning worship service on campus—morning and evening services, midweek service, prayer meeting, and group Bible study at a local church fulfill the attendance requirement.

Note—society prayer meeting does not fulfill the requirement. While enrolled as a student, residence hall and day students who attend churches in the community are to attend a fundamental church. A list of area churches meeting this description is available on e-pass. Before attending any church not on this list, residence hall students and day students not living with their parents are required to check with the director of Ministerial Training and Outreach Ministries.

Students report attendance every three weeks using the event reporting feature in StudentCentral.

Students requesting passes for activities taking place after 6 p.m. on a Sunday are to attend a church service that afternoon or evening.

Social Life

BJU's overarching goal is to teach students how to live. To help students experience long-term spiritual success, BJU teaches students to apply biblical principles to practical daily living. As part of that, BJU desires that students develop Christ-honoring friendships and enjoy a rich social life that enhances their overall college experience, as well as their preparation for life.

Regulations regarding social life on and off campus assist in the academic, spiritual and social development of students. The regulations are designed for these purposes:

Ensure safety—Student safety requires the University to be aware of student locations and activities so that students can be alerted to danger and be contacted easily in case of emergencies.

Promote purity—BJU wants students to engage in wholesome social activities in settings that provide accountability for biblical requirements of purity.

Build Christ-honoring relationships—The University desires that students have opportunities for building Christ-honoring relationships.

Provide accountability—BJU requires students to exhibit maturity by being accountable or answerable for their activities.

Give graduated privileges—As students demonstrate maturity, they receive additional responsibilities and privileges.

Physical Contact

On and off campus, physical contact between men and women students is not allowed.

Student Privileges

BJU students enjoy three levels of privileges, pertaining primarily to off-campus activities. The first two levels apply to residence hall students and the third level to both residence hall and day students.

First-year privileges

These are available to all first-year residence hall students.

A student with first-year privileges

- Will check out when he/she leaves campus and check in upon return
- After 8 p.m. needs to be accompanied off campus by another BJU student or another person (21 or older) of the same gender

- May use personal vehicle to drive to church, outreach ministries, work and home
- May work off campus with a permanent work pass and will check in and check out for work
- Is to work in a public work situation or with another student when working in a private home unless working at a faculty or staff home

General privileges

These are available to all residence hall students from the beginning of their third semester through the time they earn advanced privileges.

A residence hall student with general privileges

- Will check out and check in only when dean's approval is required to obtain a pass (see page 25)
- May travel off campus in his own vehicle for work, church, personal errands and outreach ministries
- May go off campus alone for an errand or shopping after 8 p.m.

Advanced privileges

These are earned by residence hall and day students who meet each of the following criteria:

- Approved by Student Life staff to be a student leader (and willing to serve)
- Recommended for advanced privileges by two faculty or staff members (at least one must be a faculty member)
- Completed a minimum of four semesters beyond high school at BJU
- Minimum cumulative 2.0 GPA
- Strong chapel and class attendance record
- Maintaining fewer than 50 demerits

A residence hall or day student with advanced privileges will enjoy all general privileges, plus

- May chaperone a mixed group of up to four other people off campus to public places in the local Greenville area and mixed groups on campus when a chaperon is required
- May chaperone a mixed group of up to four other people in a private home in the local Greenville area when a resident adult who is at least 23 years old is also present
- May double-date with other students off campus to public places in the local Greenville area without a faculty/staff chaperon when all four students have advanced privileges
- May chaperone a mixed group for an outreach ministry outside the Greenville area

- With dean's approval, may participate in overnight mixed-group outreach ministries with other students who also have advanced privileges (See Outreach Ministries, Appendix E.)
- May chaperone an academy student of the same gender off campus
- Once a week (Monday through Thursday nights) may study until 2 a.m. in the residence hall study lounge
- May access open/mixed media websites

Note—A student with advanced privileges is responsible for the safety and activity of any group he oversees. He is proactive in working to prevent problems before they begin and seeks to remove obstacles to purity, safety and accountability. A student with advanced privileges understands that integrity must not be compromised and, rather than being swayed by negative peer pressure, is loyal to Jesus Christ, the principles of Scripture and BJU's expectations. Students failing to maintain qualifications or abusing advanced privileges will have advanced privileges suspended.

For transfer students and students with unique circumstances, the dean of men/women in concurrence with the registrar may grant exceptions to the criteria for privileges.

On-Campus Social Life

Students may be together in any well-lit outside location on front campus until 10:20 p.m., Monday through Saturday, and until 5 p.m. on Sunday. Front campus is defined as the shaded area on the adjacent map—in front of the Student Center and the Alumni Building, behind the Alumni Building to the gazebo, down West Drive to the front of the Davis Field House, the tennis courts and Collegiate Drive in front of the women's residence halls. *Mixed groups are not to socialize inside the parking garage.* In addition, Monday through Saturday, men and women students have open access to the athletic fields and may run together on the outdoor track from when the street lights go off in the morning until they come on each evening. The fields and the outdoor track are not open for use on Sunday.

Student Center

Hours are listed in the Calendar of Events.

Classroom Buildings

Male and female students should guard their testimonies; they are not to be alone together in a classroom, rehearsal studio or other room.

Classrooms close at 5 p.m. Classrooms in the Alumni Building and Gustafson Fine Arts Center and the biology labs in the Science Building are available for student use after 5 p.m. Students may reserve a room ahead of time through the coordinator in each building, or groups may check in with the building host on the first floor after 5 p.m. for a room assignment. Mixed groups rehearsing in other buildings require a chaperon.

Library

Mixed groups, including couples, may study together at the tables on the main floor of the library. Conversational volume should be kept low to allow others to study. Food and drink are not permitted in the library.

Off-campus Social Life

The following off-campus situations require the approval of the dean of men's or dean of women's office. To obtain this approval, students may first submit passes electronically at a kiosk or from any computer with access to the BJU intranet and then later appear in person at the dean of men's/women's office from 8 a.m. to 5:15 p.m. to obtain approval. ID cards are required to obtain dean's approval. Students leaving campus on a dean's pass may check out at the checkout desk in Nell Sunday or Brokenshire or at the dean of men's/women's office. Students may create permanent passes for situations other than overnights.

Outreach Ministries

- Leaders of regular ministry groups are to apply for a permanent pass template, listing all students who participate and those who drive, and submit a group pass for each specific date. Anyone on the pass may check out the entire group. The leader is responsible for keeping the pass information current.
- Students need a one-time pass for one-time outreach ministries.
- Students with advanced privileges may participate in overnight ministries if they have a definite ministry responsibility. Exceptions for students with other privilege levels may be made for ministering at The Wilds.
- All ministry groups are due back by 10:25 p.m. unless they have secured an exception from the dean of men's/women's office.
- Regardless of privilege level, all students are to check in and out for outreach ministries to enable the University to track the hours of outreach to the community.

Mixed Groups in Public Places in the Greenville Area

- Groups need to include an odd ratio of genders (e.g., three women and two men) and at least one student with advanced privileges for every five people in the group. The student with advanced privileges assumes responsibility for the safety and activity of the group. Group members are to stay together throughout the activity.
 - A sibling who is a BJU grad may chaperone up to four students.
 - A faculty/staff member, GA or parent/grandparent may chaperone up to 10 students.
 - A faculty/staff or GA married couple may chaperone up to 20 students.

- Pastors, elders, deacons or paid staff of a student's church or sponsor of a visiting group may chaperone up to 10 students who are members of his church.
- Two dating couples may double date to a public place if all four people have advanced privileges. The four are to stay together.
- Mixed groups of brothers, sisters and first cousins may go to public places together. All student names are to be listed on a relative registration form obtained via e-pass and submitted to the dean of men's/women's office.

Note—Passes for some mixed groups may be approved at the Brokenshire and Nell Sunday checkout desks:

- Groups of fewer than 10 with an odd ratio and the appropriate number of chaperons
- Dating couples consisting entirely of students with advanced privileges

Dating Day Students and Non-students

- With dean's approval, residence hall male students with at least general privileges may date a female day student or non-student in town.
- To date a non-student or a day student off campus, residence hall women students are to have an approved chaperon.

Outside Greenville

Residence hall students leaving Greenville—alone or with a group—require dean's approval. Mixed groups require a faculty/staff member, GA, parent, sibling grad, or grandparent chaperon. (An exception is made for traveling to and from Bruins games, for which a student with advanced privileges may serve as the chaperon for up to five people.)

Private Homes

- Students of the same gender may visit a private non-faculty/staff home when one of the following is present:
 - A student with advanced privileges
 - An immediate relative who is an adult
 - A resident adult of the same gender who is at least 23 years old
- Mixed groups visiting a private home require a chaperon meeting one of the following qualifications:
 - A student with advanced privileges (when a resident adult who is at least 23 years old is also present)
 - A parent or grandparent, or a sibling who is a BJU graduate

- A faculty or staff member or a graduate assistant
- A pastor, elder, deacon or paid staff member from a student's home church or Greenville-area church
- The address of the private home is to be stated on the pass.

Engaged Couples

The following privileges apply when both students are upperclassmen, at least one is graduating, and they are within 12 months of marriage.

- May stay overnight at the home of one of the parents
- May ride together a limited number of times from campus to marriage counseling and other official business in Greenville (e.g., gift registry, financial appointments)

Overnights

- Students may stay overnight with immediate relatives (i.e., parent, grandparent, sibling, aunt, uncle, first cousin).
- Fifteen overnights are available each semester. Additional overnights may be granted to students officially representing the University, participating in officially sponsored university events or as members of university intercollegiate teams.
- Students may spend two nights per semester at the home of a faculty/staff member (not GA) as long as there is not a dating situation or a mixed group of students involved.

Working off Campus

- Students with first-year privileges need a pass for working off campus.
- Students with general or advanced privileges need a pass for work or an internship only when they are working in situations in which they would normally need a pass, such as working in a mixed group, working in a private home or returning after 10:25 p.m.
- Students are not to do house-to-house sales in Greenville. Students offering services to the community must have a retail license or have clearance from the dean of students to do door-to-door solicitation for their services.
- Students may not serve alcoholic beverages.
- Residence hall students may work on Sunday only if they will be attending a Sunday morning service and only if the job is vital to maintain on Sunday (e.g., food services, hospital).
- Students are to return from work by 10:25 p.m. Sunday through Thursday and 12 a.m. Friday and Saturday.

- BJU reserves the right to restrict from working in the community any student whose character and testimony do not reflect the principles and values taught at BJU.
- Student teachers, interns and students doing nursing clinicals do not need to check in or out.
- Senior nursing students returning after 10:25 p.m. need a permanent pass.
- Student teachers, interns and senior nurses are not to date while on their assignments off campus.

Off-campus Events and Venues

Local events—*Before purchasing tickets* students should check with the School of Fine Arts and Communication office to ensure the event is approved. Dean's approval is required if the length of the concert requires students to check in after 10:25 p.m.

Sunday events—Students are not to attend sporting events or paid concerts, nor perform for hire on Sunday.

Out-of-town concerts—Students may attend out-of-town productions (check to ensure concert is approved) but are to return no later than 10:25 p.m. or leave for Greenville immediately after the program. Normal regulations apply for mixed groups.

Restaurants—Students are not to patronize restaurants with a tavern or bar-like atmosphere or reputation or that do not have a dining room separate from live entertainment.

Shopping—Students are not to patronize businesses that specialize in adult gifts and party items.

Sunday—Residence hall students who drive their vehicles to church on Sunday may stop at a grocery store when returning from church; other shopping on Sunday is not appropriate.

Academy Privileges

The following information is included to inform university students of the expectations for academy residence hall students so they can include academy students in social activities as appropriate.

An academy residence hall student

- Will check out when he/she leaves campus and check in upon return
- May walk or ride by bus to a public place when accompanied by a person of the same gender who is a BJU student

- May ride to a public place or private home when accompanied by a student of the same gender who has advanced privileges, is a F/S/GA, is a BJU graduate, is married, is over 30, or is a married person of the opposite gender provided a third person is also present
- May attend certain youth group activities and other special events off campus when accompanied by a F/S/GA or BJA/BJU parent

Entertainment, Music and **Technology**

Bob Jones University's mission is to help students develop Christlike character, and we therefore encourage students to make biblical decisions in the area of entertainment. BJU expects and holds students responsible to select and participate in entertainment options—including music, movies, television, computer/video games, printed materials, the Internet and social media—that honor Jesus Christ and edify both individual Christians and the Christian community. Students are to avoid any types of entertainment that could be considered immodest or that contain profanity, scatological realism, sexual perversion, erotic realism, lurid violence, occultism and false philosophical or religious assumptions. (See Appendix F for a biblical approach to evaluating objectionable elements in literature or entertainment.) BJU also encourages students to honor the Lord in how they spend their time and to carefully consider the desensitizing effects of consistent exposure to popular entertainment, even if the content itself is not objectionable.

Music

Music is an opportunity to love God with all the heart, soul, mind and strength. It also has the power to dominate the mind and heart of the listener. Its style and content can display God's glory, by exhibiting the ideals of purity, dignity, honor, loveliness, virtue and excellence; or they can appeal to the flesh and embed the world's philosophy in the heart and mind of a Christian, drawing him away from unhindered communion with Christ.

Music, by God's design, is a subjective experience; but its various aspects—words, sounds, images and associations—greatly affect us. While the *elements* of music (e.g., melody, harmony, rhythm, tone quality, instrumentation) are morally neutral, *music*—the combination of these elements—can be designed to influence moral responses, both right and wrong. While these responses are not automatic, with mature biblical discernment they are reasonably predictable. Therefore, BJU expects students to evaluate music on several levels—the content itself, the intent of the music maker, the effects on listeners, and the context of the experience.

Our application of biblical principles precludes students from listening to most of the music of our popular culture, including rock, rap, jazz and country. Rock and pop music are admittedly broad terms with many sub-genres. But in general these styles of music have played a major societal role in sexual liberation and rebellion against authority. When compared with the characteristics of other musical genres (e.g., folk music, patriotic music, classical concert music, and traditional sacred music), the rock genre is distinguished by the combination of some or all of the following characteristics—sensual singing styles, dominating beat, heavy

percussion, overwhelming volume, and an atmosphere that counteracts self-control, especially when coupled in performance with elements such as a defiant demeanor, immodest attire, fleshly dancing, or crude gestures.

In Christian music, truth may be presented with varying degrees of biblical clarity. Therefore, we believe there is a spectrum of music ranging from “acceptable” to “unacceptable.” Objectionable elements, including personal negative associations, may occur incrementally, so believers must exercise biblical discernment coupled with a surrendered heart. At BJU, we want to walk on a path that is safe from the potential influence of the world, recognizing our sinful tendencies to love the world. Therefore, students may not listen to religious music that borrows from the styles mentioned above: rock, rap, jazz and country. BJU encourages students to develop aesthetic and spiritual discernment in their music choices by listening to excellent music from genres such as classical and light classical and traditional sacred music.

On and off campus, students are to listen only to music that meets our community standards. In addition, each member of the BJU family should carefully monitor music in movies, computer games, television programs, commercials, Internet sites, cellphone ringers, etc. To ensure personal accountability, headphones may not be used except as two-way communication devices in phone conversations. (Students may use headphones in the residence hall study lounge for academic purposes.)

Resident supervisors and faculty are available to answer any questions about the appropriateness of specific music, but individual students are responsible to ensure their music choices meet campus community standards.

In addition, because of the sensual nature of many of its forms, dancing is not permitted.

Movies

Movies can provide wholesome entertainment, helpful instruction or profound insight into life and human behavior. However, much of what is and has been produced by the entertainment industry reflects views, lifestyles and modes of communication which are in direct opposition to a Christ-centered life. These movies exert a worldly pull on Christians trying to develop Christlikeness that compounds with continued exposure over time.

Students are not to watch movies on campus. In private homes students may view G-rated movies and movie trailers. In a faculty/staff home students may view certain PG movies when the faculty or staff member watches with students and objectionable elements are discussed. Guidelines are in place to help faculty make choices. Unrated movies frequently contain objectionable content that has not been cut to meet rating standards and are not appropriate. Students are not to attend a movie of any rating in a public theater during a semester or summer school session in which they are enrolled, including overnights, Thanksgiving break and weekends

preceding summer school sessions. In addition, students are to avoid displaying on campus any screen savers, buttons or other objects promoting movies rated PG-13 or above.

While questions regarding the suitability of a specific movie should be directed to a resident supervisor or faculty, the student is responsible to ensure his viewing choices comply with campus community standards.

Television

Televisions in residence hall rooms may be used as game consoles or computer monitors only. Students are not to watch television shows, movies, movie trailers or sports broadcasts on their cellphones or computers. In private homes students may view appropriate television programming with a rating up to TV-PG.

Computer/Video Games

Students are not to play video games rated above E10 or games that contain graphic blood or gore, sensual or demonic themes, violent first-person shooting, suggestive dress, bad language or rock music. Resident supervisors will provide guidance about the suitability of a game, but students are ultimately responsible for making sure their game choices meet campus standards and making wise decisions about the use of their time.

Internet

BJU encourages students to use the Internet as the valuable tool that it is but also expects students to be good stewards of their time while on the Internet and to avoid objectionable sites such as celebrity home pages. Because they often contain extensive sensuality, students are not to view celebrity websites, secular music lyric sites, and humor/joke sites. To ensure network security and provide individual accountability, BJU employs a proxy filter and tracks campus Internet activity. Occasionally, an on-campus user inadvertently may get to an objectionable site which the filter has not caught. Do not assume that if a site is accessible or gets through the filter, it is OK. Note the URL and report it immediately to filteradmin@bju.edu. Any attempt to bypass the proxy filter is a serious offense.

In a related area, sending, forwarding or requesting an email, text message or video with objectionable verbal or visual material is not edifying to others, and students sending/forwarding such items will be held accountable. These types of communications should be deleted upon receipt.

Students may use video chat technology (e.g., Skype) anywhere outside the residence halls. Students may utilize smart phone and tablet apps but are not to engage in unfiltered Internet browsing.

Social Media

BJU expects students to use social media and blogs responsibly, following biblical principles and maintaining content that promotes a consistent, positive Christian testimony. Language should not violate scriptural commands regarding abusive, slanderous, complaining, disrespectful, profane, blasphemous or tale-bearing speech, and content should be biblical and avoid promoting a lifestyle contrary to principles taught in Scripture or at the University. Videos taken on campus and posted on students' sites should comply with campus dress and social standards and should not contain images of people under 18 years of age. A student who wishes to express concern or register a grievance should observe the biblical principles stated in "Our Biblical Foundation" and follow the grievance policies stated on pp. 49–51. Specific guidelines for participating in social media are posted on the BJU intranet.

Periodicals

Certain types of magazines and catalogs reflect an ungodly philosophy or pervasive sensuality and are not to be subscribed to, read, or downloaded onto electronic devices. These include fashion, model, teen, body-building, video/computer game and television/film magazines such as *Esquire*, *GQ*, *People*, *Entertainment*, *Yahoo Magazine*, *Men's Fitness* and *ESPN*.

Gambling

Gambling—or risking the material provisions of God on chance—is poor stewardship and caters to covetousness and the love of money. It is based on the false premise of "luck" and is a portal for exploitation. Therefore, gambling of any kind is unacceptable for any student. Because face cards are associated with gambling, students may not play games with face cards.

Dress

BJU's Objectives

BJU's dress guidelines exist to help BJU reach its goal of educating the whole person. Our dress guidelines are designed to help students model biblical modesty in ways that are distinct from the world and that reflect the God-ordained differences between men and women. We enforce these guidelines to help students develop thinking that includes a desire for purity, self-control and neatness and the ability to discern the appropriate clothing for any event. We also intend that dress guidelines teach students to consider the impact of their choices on others, thus living out Jesus' instruction about loving others as ourselves.

Women's Dress Code

General Requirements

- Clothing should be modest. Clothing that is revealing either because of fabric, cut or tightness is unacceptable.
- Clothing should be loose enough to conceal undergarment lines and not to draw attention to the figure.
- Skirts and dresses, as well as slits in skirts and dresses, are to come to the bottom of the knee whether standing, walking or seated.
- Necklines should be no lower than four fingers' width below the collarbone. No cleavage should be visible.
- The back of any article of clothing should not be lower than a normal bra band.
- Midriffs are to be covered at all times.
- Halter tops or sleeveless or strapless tops and dresses are appropriate student attire when worn under a jacket or open blouse.
- Jeans may be worn in and between the residence halls; for day students, jeans are not appropriate away from home.
 Exceptions: skiing, horseback riding, white-water rafting, and ice-skating, and when leaving for or returning from home.
- Shorts may be worn in the residence halls; for day students, shorts are not appropriate away from home.
 Exception: shorts to the top of the kneecap may be worn when participating in athletics.
- Spandex pants and flannel pants (sleepwear) may be worn inside the residence halls; for day students, they are not appropriate away from home.
- Terry cloth and velour pants may be worn around the women's residence halls and inside the women's fitness areas.

Abercrombie & Fitch and its subsidiary *Hollister* have shown an unusual degree of antagonism to biblical morality. Therefore, BJU asks its students not to patronize these stores, wear their clothing, or display articles containing their names or logos.

Class Attire (on campus Monday through Friday until 5 p.m.)

The following are requirements for general classroom dress, which should always reflect a professional, academic appearance. Professors may require more dressy clothing at their discretion for class presentations, speeches, etc.

- Skirt and blouse or dress
- Dressy T-shirts (non-athletic wear)
- Denim jackets are appropriate
- Hose, tights or leggings are appropriate but not required
- On Friday: BJU and society T-shirts and hooded sweatshirts

Class attire does *not* include sweatshirts, denim skirts or dresses, Crocs (original style), Birkenstocks, shower shoes, athletic shoes, hiking boots or baseball caps.

Non-class Campus Attire

Non-class campus attire is appropriate Monday through Friday after 5 p.m. and all day Saturday if not attending a formal program. It is also appropriate for midweek church services. Non-class attire is not appropriate during Bible Conference or commencement week.

- Denim skirts or dresses
- Crocs (original style), Birkenstocks, flip-flops or athletic shoes
- Leggings

Non-class attire does *not* include athletic clothing, hiking boots or baseball caps.

Casual Attire

Casual attire is appropriate off campus Monday through Saturday (if not attending a formal program), in private homes on Sundays, or at athletic events at the Davis Field House. It is also appropriate on campus if it is the required uniform.

- Dress, skirt, loose-fitting pants or capri pants
- Crocs (original style), Birkenstocks, flip-flops or athletic shoes

Casual attire does *not* include shorts and jeans.

Rehearsals

Women students may wear pants to rehearsals in Performance Hall and to play/opera rehearsals in Rodeheaver Auditorium (please use side door of Rodeheaver). Pants are not appropriate for rehearsals in other venues such as SH, WMC, LH, FMA and GFAC.

Formal/Sunday Attire

Formal or Sunday attire applies to the Sunday morning worship service; on-campus evening services; convocations; Bible Conference; Concert, Opera & Drama Series; and evening (6 p.m. or later) concerts and recitals. Sunday attire is also appropriate for church services in the Greenville community.

- Dressy skirt and blouse or dress
- Dressy shoes
- Hose required for Concert, Opera & Drama Series

Formal/Sunday attire does *not* include denim or khaki twill (skirts, shirts or jackets), Crocs (original style), Birkenstocks, shower shoes, flip-flops, athletic shoes, hiking boots, or hose with fishnet patterns (other patterns are acceptable).

Recreational/Work Attire

Athletic attire may be worn while participating in athletics and using the fitness facilities, for manual labor off campus or for participating in recreational activities off campus.

- Athletic pants (wind pants or mesh pants)
- Athletic T-shirts
- Shorts to the top of the kneecap

Jewelry and Makeup

- Earrings may be worn in the lower lobe of the ear (no more than two matching pairs). Other types of body piercing are not appropriate.
- Tattoos are not appropriate.
- Makeup should be worn in moderation, so that it does not draw attention to itself.

Hair

- Hairstyles should be neat and feminine.
- Hair color should appear natural.

Men's Dress Code

General Requirements

- Torn or dirty clothing is unacceptable outside the residence hall area or the appropriate work environment.
- A belt or suspenders are needed if pants have loops.
- Socks are required.
- Shorts may be worn in and between the residence halls and to the athletic facilities when participating in athletics. Shorts are not appropriate for residence hall students to wear to private homes.

- Baseball caps and other casual caps are appropriate only at athletic events and off campus.

Abercrombie & Fitch and its subsidiary *Hollister* have shown an unusual degree of antagonism to biblical morality. Therefore, BJU asks its students not to patronize these stores, wear their clothing, or display articles containing their names or logos.

Class Attire (on campus Monday through Friday until 5 p.m.)

The following are guidelines for general classroom dress, which should always reflect a professional, academic appearance. Professors may require more dressy clothing at their discretion for class presentations, speeches, etc.

- Collared shirt: dress shirt or polo shirt tucked in
- Dress pants or Dockers-style pants
- Dress shoes, boots and casual shoes (except athletic shoes, clogs and slipper-type shoes)

Class attire does *not* include cargo/carpenter pants, jeans, athletic clothing, flip-flops, sandals, or hooded sweatshirts. (BJU or society hooded sweatshirts may be worn on Friday.) Any socks worn for class dress must cover the ankle.

Non-class Campus Attire

Non-class campus attire is appropriate Monday through Friday after 5 p.m. and all day Saturday if not attending a formal program. It is also appropriate for midweek church services. Non-class attire is not appropriate during Bible Conference or commencement week.

- Collared shirt: dress shirt or polo shirt tucked in
- Dress pants or Dockers-style pants
- Casual shoes, athletic shoes and boots

Non-class attire does *not* include jeans, crew-necked shirts, flip-flops, sandals, athletic clothing or ankle socks.

Casual Attire

Casual attire is appropriate off campus Monday through Saturday (if not attending a formal program) and on Sunday between services off campus. It is also appropriate on campus if it is the required uniform.

- Collared shirts (tucked in or untucked)
- Docker-style pants or unripped, well-fitting jeans
- Casual shoes, athletic shoes or boots

Casual attire does *not* include crew-necked shirts; jeans that have holes or patches or are faded, paint- or bleach-spattered; or pants that are oversized, low-riding or tight (i.e., skinny jeans).

Formal/Sunday Attire

Formal or Sunday attire applies to the Sunday morning worship service; on-campus evening services; convocations; Bible Conference; Concert, Opera & Drama Series; and evening (6 p.m. or later) concerts and recitals. Formal or Sunday attire also applies to some other events, including church services, in the Greenville community.

- Coat*, collared shirt and tie
- Dress pants
- Dress shoes

*Coat is optional on Sunday anytime following the morning service on campus.

Recreational and Work Attire

Recreational or work attire may be worn for outings and hikes, manual labor, attending sporting events (on or off campus) or fun parks, and church activities when deemed appropriate by church leadership. Work dress on and off campus is to be appropriate at all times. Work supervisors will specify on-campus work attire for specific jobs. A student working off campus is to follow the highest dress standards specified by his employer.

- Unripped jeans
- T-shirts

Athletic Attire

Athletic attire may be worn when playing sports, participating in sporting events or using the fitness facilities, as well as between residence halls.

- Shorts (Wear warm-ups before playing and if watching the next game; wear shorts off campus only for playing sports and for serious biking and jogging.)
- Athletic T-shirts (with sleeves) for outdoor activities. (Sleeveless shirts are for indoor activities only.)

Jewelry and Body Art

- Finger rings and ID or medical tags are acceptable.
- Necklaces, earrings, bracelets and tattoos are not appropriate, including in the residence halls.

Hair

- **Color**—Hair is to be your natural color.
- **Length**—Hair should be off the collar and ears; students are not to shave their heads bald, unless active in the military reserve or have an obviously receding hairline. Students should use a blending attachment.

- **Front**—Hair may come no lower than one finger width above the eyebrows.
- **Styles**—Neat and professional (not tangled or spiked); fauxhawks are not appropriate.
- **Sideburns**—No lower than the lower opening of the ear
- **Facial Hair**—Students are to shave each morning. Students 25 and over may have facial hair that is natural, neat, clean and well trimmed. Facial hair is to be well established prior to the start of any semester, and grown in while away from campus.

Residence Hall Life

Living in a residence hall offers BJU students many benefits—opportunities to grow spiritually, to build solid friendships, to grow in love and consideration for others from various backgrounds and cultures, and to develop and exercise leadership skills. The following guidelines for residence hall living are intended to help each student feel at home at BJU and to enable students to live together harmoniously in close proximity.

Residence Hall Rooms

Students are encouraged to join with their roommates in decorating their rooms attractively and making them comfortable. Curtains, small bookcases, small storage chests, small chairs and computer or drafting tables may be added, along with refrigerators or thermoelectric coolers under 1.7 cubic feet. The rooms are not large enough, however, to accommodate furniture such as recliners, love seats, sofas or large tables.

Decorations may be hung on the wall with white Plasti-tak®; to protect walls, avoid using tape, nails or tacks. Personal photos should comply with BJU policies; immodesty or inappropriate physical contact should not be displayed. Photos of entertainers or fashion models are not appropriate.

Students may have fish in bowls or tanks in their rooms; other pets are not appropriate.

Living in the Residence Halls

While living in the residence halls, students are to

- Be fully dressed in the stairwells, residence hall lobbies and first-floor hallways
- Wear shoes, shower sandals or socks in the halls and bathrooms
- Close the room blinds when it is dark outside

When leaving for official activities, students are to vacate the residence halls 10 minutes prior to Sunday school and 20 minutes before Concert, Opera & Drama Series programs and all Bible Conference services.

Room Check

Residence hall room check is at 11 a.m., Monday through Friday, and at 10 a.m. on Sunday. Items that the resident assistant will check are listed on the back of the door in each residence hall room. Students in each room should discuss as a group how they will divide room responsibilities and covenant together to fulfill those responsibilities. Questions or concerns about room expectations can be discussed with a resident assistant or resident supervisor.

Study Hours

Study hours in the residence halls are from 7–10 p.m. on Monday, Tuesday and Thursday, and from 7–9:30 p.m. Wednesday. During study hours, noise within a room—including music and instruments—should not be heard outside the room or disturb others inside the room. Students are also to be quiet in the stairwells and halls.

Residence Hall Prayer Meetings

All residence hall students attend prayer meeting from 10:30–10:45 p.m. on Monday, Tuesday, Thursday, Friday and Saturday. On Sunday and Wednesday each room has its own 15-minute prayer meeting at a time suitable to all the roommates (beginning no later than 10:30 p.m.). If a student has a special need for extra rest, he is to check with the resident counselor before going to bed early and missing prayer meeting. To allow maximum time for prayer, singing should be done outside the 15-minute prayer meeting times.

Day Students

Day students are welcome to attend a friend's prayer group but should leave the residence halls by 11 p.m.

Lights Out

Lights out is at midnight, at which time students are to be in their own beds and quiet with all lights in the room turned off. This precludes talking, studying, texting and eating between midnight and 5 a.m.

Between 11 p.m. and 5 a.m. students are to be in their rooms unless working on a university work crew. A warning bell will ring at 10:59 p.m. This hour is intended for quiet study or fellowship with roommates and to enable those who need to go to bed early to do so. It is not a time for phone conversations or video/computer games. On Friday evenings students may visit in each other's rooms within their residence hall until midnight.

Academy students are to be in bed by 11 p.m. every night except Friday, when they are under normal university policies. University students with academy students in their rooms are to make adjustments as necessary to help their academy roommates.

Students with advanced privileges may study until 2 a.m. in the residence hall study lounge one night per week (Monday–Thursday nights). All students may study until 1 a.m. on nights immediately preceding final exams.

Overnights

Students who have checked off campus on an overnight pass are to be away from campus by 11 p.m.

Residence Hall Evaluations

BJU's mission is to help each student develop Christlike character. For residence hall students, an effective Christian testimony, mature social and residence hall adjustments, along with strong interpersonal relationships with others, are key indicators of how well individuals are growing spiritually and how well they are progressing in developing Christlike character. To help residence hall students evaluate their development in these areas, during the second semester of each academic year residence hall students receive a private, personal evaluation. These evaluations are intended to help students become aware of what a person looks like who is maturing and demonstrating a good testimony and to help students evaluate where they stand in their own personal maturity and testimony. Residence hall leadership is also evaluated each year, with room leaders evaluating group leaders and group leaders evaluating resident assistants. Questions regarding student evaluations may be directed to resident supervisors.

In addition, each semester both residence hall and day students complete a self-check which is discussed only with a peer mentor. This evaluation provides an opportunity to observe growth and identify areas of need. Day student evaluations are discussed only with a society officer.

Security and Safety

While BJU is considered to have a safe campus, precautions are taken to protect the safety of individuals and ensure the security of campus property and personal possessions. Therefore, entry to the doors of residence halls is by ID card only, and security cameras are installed at the middle and each end of the residence hall floors. Doors are not to be propped open, and after 10:30 p.m. all students are to enter through the middle doors of the residence hall regardless of one's access level. Climbing through a window is considered a major breach of security.

Students are not to be in another student's room unless one of that room's occupants is present. If a student is found with something that is not his and the residence hall staff cannot confirm why he has it, it will be considered theft. This also applies to "borrowing" items without permission.

Fire Code

The following guidelines are necessary to prevent residence hall fires and to comply with the local fire code.

Items continually plugged into an electrical outlet are to be plugged directly into an outlet or a power strip that is plugged directly into an outlet, not into an extension cord. Extension cords may be used temporarily but are to be unplugged immediately after use. Power strips are to have an on/off switch and rest on a headboard, desk or shelf. They should not be in contact with bedding.

Outlet adapters (that convert two wall outlets into four or six) may be used only if they have an on/off switch or a surge protector. A power strip may be plugged into a surge protector if the adapter has an on/off switch or a reset button. Orange outlets are for computer use only.

Food preparation appliances (with the exception of hot pots and coffee makers) are to be used in the snack rooms of each residence hall.

Candles, wax warmers and incense are not to be burned in the residence halls.

Containers that store flammable materials (e.g., gas cans, propane tanks, etc.), items that utilize flammable gas or liquids (e.g., gas grills, lawn mowers, chain saws, etc.), or tools that are used for yard work are not to be stored in or around the residence halls.

Evacuation Drills

Each residence hall conducts practice evacuations every semester. At the sound of the fire alarm, evacuate the building immediately and quietly. Exit according to the evacuation plans posted in each residence hall. Students should exit quickly and remain with their prayer groups until everyone has been accounted for.

Day Students

Society Membership

When a society reaches more than 35 percent day student membership, it is closed to new day students, except those whose parent or sibling is or was a member of the society prior to the day student's enrollment. If a day student lives in a residence hall and joins a closed society and later moves back off campus, he will need to select another society currently open to day students, unless he is a rising senior or the society has become open.

Chapel Attendance

Day students taking 12 hours or more attend chapel daily, except days on which they have no classes. If on a specific day a day student's only class is at 7 a.m. or after 5 p.m., he has no chapel requirement that day.

A day student whose only class on a specific day is over by 9:15 a.m. or whose first class does not meet until 2 p.m. or later may obtain a chapel exemption for work that day (one day/week), if he is attending chapel on the other three days of the week.

Day students taking 6–11 hours attend chapel two days a week, and those taking 5 or fewer hours attend one day a week. If a student's only class is an evening class, an independent-study class or a single class on the block, he has no attendance requirements beyond the class.

A post-graduate special student attends chapel only when taking one or more graduate courses or taking undergraduate courses to work off deficiencies.

Day students are to fill out a DS form to be excused from any chapel, including days when they have no classes.

Illness

Day students too ill to attend class should remain at home; they will generally not be admitted to the infirmary at Barge. For required non-class activities, day students who are ill should call the dean of women's or dean of men's office.

Day Student Qualifications

One of the following conditions must be met in order for a student to enroll as a day student.

- Student is at least 23 years old by the end of the semester or is married.

- Student lives with parents who live full-time in the Greenville area, with a court-appointed legal guardian (if the student is a minor), or with an aunt, uncle or grandparent.

Note—Students may live with a single aunt or uncle provided the student and the aunt/uncle are of the same gender or if another sibling also lives there or if both are graduate students.

- Student lives with a brother or sister who is at least 23 years old, has completed a bachelor's degree at BJU or is married.

Note—If siblings qualify to live in town together and are of different genders, there are to be no other roommates.

- Student has completed a bachelor's degree program or has marched at commencement and is returning in summer school to finish course work for a four-year bachelor's degree.

A residence hall student considering becoming a day student is to meet with the dean of men or women, who will determine the student's eligibility based on the qualifications above. Change of status may occur between semesters.

Disciplinary System

Within the context of liberal arts education, the mission of Bob Jones University is to help students develop Christlike character that is manifested in a scripturally disciplined life, service to others, love for God, sharing of the Gospel, and biblical discernment about what God values for eternity. Accomplishing the mission requires an edifying campus atmosphere and an environment that promotes spiritual growth.

Maintaining a desired campus atmosphere necessitates a discipline system to which all students submit themselves and hold each other accountable. BJU bases its system of accountability and correction on the functions of Scripture taught in 2 Tim. 3:16—teaching, reproof, correction and training in righteousness. These functions follow a progression from instruction to convicting rebuke to restorative correction to the formation of Christian character. Through its discipline system BJU seeks to lovingly verbalize the truth in order to instruct, warn, rebuke, restore and help develop “complete” Christians fully equipped for every good work (2 Tim. 3:17).

The Heart of Discipline at BJU

In executing correction BJU is interested not merely in a student’s compliance to specific regulations but ultimately in the student’s long-term spiritual success. The University recognizes that while the total campus community—students, faculty and staff—continually battles the flesh on an individual basis, when the Holy Spirit is at work in the believer’s heart, spiritual growth and sanctification take place.

Sanctification is progressive; therefore, BJU does not expect perfection. Instead, while maintaining consistency, BJU takes a personal approach and works with a student based on that student’s heart response to correction. Consequences may vary based on sincere repentance versus repeated offenses.

Spiritual growth and discipline at BJU are everyone’s responsibility. Faculty and staff along with Student Life are involved in student lives, and students are involved in each other’s lives. The campus community pledges together to help each other grow and hold each other accountable with the goal of encouraging the spiritual success of every individual on campus.

Demerit System

BJU uses a demerit system to track disciplinary offenses. Minor offenses receive 1–25 demerits, while major offenses receive 50–150 demerits.

Examples of Minor Offenses

Absences (non-class required activities): 10–25

Lates (non-class required activities): 5–10

Breach of dress: 10–25

Failure to check in/out: warning to 5

Failure to pass room inspection: 2 and up depending on frequency

Examples of Major Offenses

Misuse of media: 50–150

Disrespect/disobedience: 50–150

Profanity/sacrilegious behavior: 50–150

Theft/dishonesty: 50–150

Smoking: 100

Accumulation of Demerits

A student earning 75 demerits in a semester is placed on disciplinary restriction and, among other restrictions, may not participate in intercollegiate or intramural sports, hold a campus office or leadership position or run for a major office or position the next semester, or have a key role in an official program. If he has advanced privileges, he loses those privileges, goes back to general privileges, and meets with a staff member for accountability. Earning disciplinary restriction two consecutive semesters places a student on disciplinary probation and for the final two semesters forfeits a student's privilege to participate in commencement exercises.

If a student earns 100 demerits two consecutive semesters, he is denied reenrollment for one semester. A student earning 150 demerits in a semester is suspended.

BJU issues demerits only for offenses in a current semester; students begin each semester with a clean demerit record. However, BJU may suspend a student for grievous offenses, such as immorality, that come to light from the previous semester.

Appealing Demerit Infractions

Within one week of when demerits are issued, a student may appeal assigned demerits to the discipline committee made up of representatives from the dean of men's/women's offices. The discipline committee—located on the second floor of the Administration Building—will hear the student and make a judgment regarding the offense and any appropriate penalty. In addition, at any time a student may address a disciplinary grievance directly with the dean of students if he feels the discipline committee, dean, resident supervisor or faculty/staff member has not dealt fairly with him. When appropriate, a special committee made up of academic administrators and Student Life representatives will hear a student's appeal.

Probation

At the discretion of the dean of men or women, a student may be placed on disciplinary or character probation and/or be required to meet weekly with an official university counselor in order to promote spiritual growth, address specific character issues, and provide needed accountability. In such cases, weekly meetings with the counselor are mandatory, and the student will be expected to evidence genuine, observable effort to grow in Christlikeness. A student who earns 75 or more demerits while on disciplinary probation will be denied re-enrollment the following semester.

Suspension

Because of the edifying atmosphere needed for the good of the campus community as a whole, there are some offenses that result in immediate suspension, including

- Major moral failure including immorality, hard-core pornography, sensual behavior, or use of alcohol or drugs
- Stealing or shoplifting
- E-pass infractions regarding overnight visits
- Not disclosing a crime committed before or during enrollment
- Encouraging or aiding another student in an action that results in suspension

A suspended student may not return to BJU for one full semester. A student suspended twice is permanently expelled from the University.

Withdrawals

A student who withdraws for any reason after receiving 100 or more demerits has his academic record marked “Withdrew While on Disciplinary Restriction.” He will not be eligible to re-enroll for one full semester. Any student who withdraws without contacting the dean of men or dean of women is automatically suspended. Attendance at BJU is a privilege, not a right. The administration may request the withdrawal of a student whose attitude or conduct does not fit the spirit of the biblical principles that guide BJU’s educational philosophy and to which each student ascribes by signing the student covenant.

Legal Rights of BJU

In executing its disciplinary system, as other educational institutions do, BJU reserves the right to

- Inspect residence hall rooms and lockers
- Scan emails for viruses and objectionable content and to review if deemed necessary

- Revoke a student's network access without prior notification if the student's computer poses a threat to other computers or to the stability of the network
- Inspect the content of any electronic device (e.g., MP3 player, computer, cellphone, etc.) if deemed necessary
- Communicate with a student's parents and/or pastor on any situation involving the student
- Restrict its services, programs and meetings from being recorded on personal communication devices

Grievance Procedures

Academic Grievances & Complaints

Students are free to speak with professors to express concerns about final grades. If a student does not feel his/her professor has resolved the issue satisfactorily, he/she may express in writing a grievance or complaint to the dean of his/her college/school. (If the complaint is against his/her dean, the student may appeal directly to the Provost, as described below.)

If the student does not feel that such a course resolves the issue, he/she may submit a letter of Inquiry/Complaint to the office of the Provost. When the Provost receives a formal letter of Inquiry/Complaint, the letter will be distributed to the Administrative Hearing Committee. The Administrative Hearing Committee receiving the letter of Inquiry/Complaint will conduct an appropriate investigation and will render a written explanation/decision within 30 days of the filing of the inquiry/complaint to both the student who made the complaint and the Provost. The Office of the Provost will keep a record of all student complaints and documentation of how they were handled.

If the student is not satisfied with the finding of the Administrative Hearing Committee, he/she may petition the Board of Trustees directly to be allowed to present his/her inquiry/complaint. The Executive Committee of the Board of Trustees shall consider the petition and determine if the full Board will consider the matter. The decision of the Executive Committee as to whether the matter will be presented to the full Board is final. If the matter is presented to the full Board, the student will be notified of the procedure that the Board will follow in hearing the inquiry/complaint.

Disciplinary Grievances & Complaints

We aim to follow Scripture by applying discipline in ways that equip students for every good work. These ways include doctrine, rebuke, correction, and instruction in righteousness (2 Tim. 3:16-17). Students are able to appeal disciplinary penalties at the Discipline Committee (for offenses under fifty demerits) or at a special session of the Discipline Committee, chaired by the Dean of Students and consisting of Student Life, academic, and student leadership representatives (for offenses of fifty demerits or more).

If a student does not feel that the Discipline Committee's decision resolves the issue, he/she may submit a letter of Inquiry/Complaint to the office of the Provost. When the Provost receives a formal letter of Inquiry/Complaint, the letter will be distributed to the Administrative Hearing Committee. The Administrative Hearing Committee receiving the letter of Inquiry/Complaint will conduct an appropriate investigation and will render a written explanation/decision within 30 days of the filing of the inquiry/complaint to both the student who made the complaint and the Provost. The Office of the Provost will keep a record of all student complaints and documentation of how they were handled.

If the student is not satisfied with the finding of the Administrative Hearing Committee, he/she may petition the Board of Trustees directly to be allowed to present his/her inquiry/complaint. The Executive Committee of the Board of Trustees shall consider the petition and determine if the full Board will consider the matter. The decision of the Executive Committee as to whether the matter will be presented to the full Board is final. If the matter is presented to the full Board, the student will be notified of the procedure that the Board will follow in hearing the inquiry/complaint.

Personal Grievances & Complaints

We encourage and expect administrators, faculty, staff, and students to reconcile personal grievances and complaints by following the principles Jesus Christ gives in Matthew 18:15-17. However, when the nature of the grievance or the relationship between the two parties does not permit the offended student to resolve his/her concern in this way, he/she is free to approach the Dean of Students for a discussion about the concern and the most reasonable way to satisfy or resolve the issue. (If the complaint is against the Dean of Students, the student may appeal directly to the Provost, as described below.)

If the student does not feel that such a course resolves the issue, he/she may submit a letter of Inquiry/Complaint to the office of the Provost. When the Provost receives a formal letter of Inquiry/Complaint, the letter will be distributed to the Administrative Hearing Committee. The Administrative Hearing Committee receiving the letter of Inquiry/Complaint will conduct an appropriate investigation and will render a written explanation/decision within 30 days of the filing of the inquiry/complaint to both the student who made the complaint and the Provost. The Office of the Provost will keep a record of all student complaints and documentation of how they were handled.

If the student is not satisfied with the finding of the Administrative Hearing Committee, he/she may petition the Board of Trustees directly to be allowed to present his/her inquiry/complaint. The Executive Committee of the Board of Trustees shall consider the petition and determine if the full Board will consider the matter. The decision of the Executive Committee as to whether the matter will be presented to the full Board is final. If the matter is presented to the full Board, the student will be notified of the procedure that the Board will follow in hearing the inquiry/complaint.

General Grievances & Complaints

We desire to treat students fairly and to serve their needs effectively. We are open to constructive input regarding how we may improve our service to students, campus life, and the testimony of BJU. Mass and social media are powerful tools to communicate truth. In the spirit of honor and wisdom, however, students should not use media to disparage BJU but should instead pursue truth in love by following this grievance process. Students who wish to make a general inquiry, recommendation, or complaint that does not relate to mistreatment from a specific person, are free to approach the Dean of Students for a discussion about the concern and the most reasonable way to satisfy or resolve the issue. (See references above under “Personal Grievances & Complaints” for information on how to file grievances relating to mistreatment from a specific person.)

If the student does not feel that such a course resolves the issue, he/she may submit a letter of Inquiry/Complaint to the office of the Provost. When the Provost receives a formal letter of Inquiry/Complaint, the letter will be distributed to the Administrative Hearing Committee. The Administrative Hearing Committee receiving the letter of Inquiry/Complaint will conduct an appropriate investigation and will render a written explanation/decision within 30 days of the filing of the inquiry/complaint to both the student who made the complaint and the Provost. The Office of the Provost will keep a record of all student complaints and documentation of how they were handled.

If the student is not satisfied with the finding of the Administrative Hearing Committee, he/she may petition the Board of Trustees directly to be allowed to present his/her inquiry/complaint. The Executive Committee of the Board of Trustees shall consider the petition and determine if the full Board will consider the matter. The decision of the Executive Committee as to whether the matter will be presented to the full Board is final. If the matter is presented to the full Board, the student will be notified of the procedure that the Board will follow in hearing the inquiry/complaint.

Students should keep in mind that it is not acceptable to disparage BJU through media. Any attempt to do so will not be tolerated and is grounds for dismissal as a student.

Accreditation Association Contact Information

Bob Jones University is accredited by the Transnational Association of Christian Colleges and Schools. Inquiries regarding compliance with accreditation policies and standards may be directed to the Transnational Association of Christian Colleges and Schools, 15935 Forest Road, Forest, Virginia 24551; phone (434) 525-9539; fax (434) 525-9538; email: info@tracs.org.

Appendix A—Student Resources

Bob Jones University is committed to student success and overall well-being and makes the following resources available to assist students.

Academic Assistance

Professors, Academic Advisors and Academic Deans

For academic assistance first see the professors for the specific classes in which you need help. Academic advisors provide assistance with studies in general and your academic major. They are interested in you as a person and are also available to provide spiritual and other help. Faculty and advisor office locations and hours are listed on StudentCentral. Academic deans are also available for consultation; you can schedule an appointment through their administrative assistant.

Academic Resource Center

The Academic Resource Center in Alumni 213 provides a variety of resources to help students improve their study skills and maximize their education. At the Academic Resource Center students of all classifications can connect with study groups for specific classes, receive academic counseling, find tutors, make up tests they may have missed in class—even improve their writing skills. From educational technology to a quiet study zone to academic accommodations for those with documented learning disabilities, the Academic Resource Center helps students build academic confidence and ultimately excel in college. Upperclassmen can minister to their fellow students by applying to be tutors and leading study groups.

Career Services

Career Services, located in the Student Center mall, serves graduates and graduating students seeking employment, as well as students seeking summer employment. Specific services can be found at home.bju.edu by clicking on “Life at BJU.”

Employment and Housing Aid

The Office of Student Services in the Office Annex manages student employment opportunities on campus and maintains lists of available jobs and housing opportunities in town. You may contact student_services@bju.edu.

Financial Aid

The Financial Aid office on the second floor of the Administration Building assists students with scholarships, loans, grants and the student work program and provides information on the student insurance plan.

Physical Aid

Students in need of medical care should see the triage nurse at University Health Services (Barge Infirmary). After hours go to the rear door and ring for a nurse. Students too sick to attend required activities should also report to Barge. The receptionist will provide a pass for missed activities. Barge can also provide transportation to University Medical Associates if a student needs to see a doctor.

Room and board at the infirmary are covered in regular student room and board fees. There is a fee for checking into Barge after 5 p.m. or on weekends, and any necessary lab work and medications will be billed to the student's account.

Spiritual and Personal Aid Counseling

Two counselors and a resident supervisor in each residence hall, along with faculty and staff, are available to counsel students in such areas as home issues, spiritual battles, room problems and social adjustment. Everything reasonable will be done to maintain confidentiality and privacy. A counselor is also available to assist students who have been abused, and students who have experienced abuse are strongly encouraged to seek counsel.

Appendix B—Campus Responsibilities

General Department

Students are to use crosswalks and sidewalks and are not to walk on the grass. They should also remember that cars have the right of way on campus.

To keep aisles clear in the dining common, students are to leave backpacks in the lobby.

Students (individuals or societies) are not to haze, humiliate or harass other students.

At athletic events, players and spectators are to conduct themselves in a Christ-honoring manner; moshing, booing, name-calling, negative cheering or publicly questioning the officials' decisions are not appropriate.

Department with Administrators, Faculty and Staff

Students are to check their university-assigned email account daily. Failure to be aware of updated policies, procedures or other information does not relieve a student from responsibility or obligation.

Respond to requests, including emails, within 24 hours. If you cannot see the one making the request in person, leave a note indicating your free hours and how you can be reached.

Department in Chapel

Chapel provides an opportunity not only to be taught from God's Word but also to improve in the discipline of listening. Each student is expected to take responsibility to be attentive and to help others be attentive. To avoid distraction, students are to bring a printed Bible and keep all phones put away.

Campus Facilities

Students are expected to be good stewards and not damage, tamper with or borrow university property. They are asked to report needed repairs by calling in a requisition to ext. 4000, emailing FacilitiesDispatch@bju.edu, or submitting a requisition form available in each residence hall.

Students are to obtain permission before hanging signs, banners, plaques, pictures and hooks outside residence hall rooms. Political posters, bumper stickers, etc., are not to be attached to any university-owned property, including residence hall doors and rooms. The coordinator of Student Organizations is to approve all materials posted on public bulletin boards, and resident supervisors approve items posted on residence hall bulletin boards.

Access to some campus facilities is limited to those who have a specific need to be there. Students needing to enter locked spaces will be issued a key or electronic access.

Emergency Evacuation Plan

Regardless of cause, activation of a building's fire alarm system indicates an emergency and requires immediate and orderly evacuation of the building. Those who hear the warning or see the fire should begin an orderly evacuation of the building using the nearest safe stairway or door.

If you discover fire or smoke, remain calm. Carry out the following steps, if it is safe to do so, and if time permits.

- Upon discovery of a fire, shout "FIRE" to alert those in your area.
- Sound the alarm. Locate the fire alarm pull station nearest the location of the fire and push down on its handle. Pull stations are located at the center and ends of each floor. When activated, the fire alarm will produce a loud, high-pitched chirping sound accompanied by flashing strobe lights.
- Do not fight a fire, but exit the building closing all doors close by to help confine the fire in the original area.
- Notify as many persons in the area as possible. At minimum shout "FIRE" as you exit.
- Call 370-1800, ext. 1111, to report a fire to Public Safety as soon as it is safe to do so.
- If you become trapped in your room, hang something out of your window (a sheet, curtain, etc.) to warn firefighters that you are still in the building. Place wet towels at the bottom of the door of your room or apartment.

All persons who have evacuated a building should remain outside and at least 100 feet away from the building. If everyone is not accounted for, do not re-enter the building but notify the firefighters on the scene.

For further information or explanation, contact the Fire Safety Coordinator at ext. 5912.

Emergency Notification

If a situation arises on or off campus that threatens the well-being of the university family, or if information needs to be conveyed to the campus family immediately, Public Safety will utilize the emergency notification system, which issues warnings to students by cellphone and campus email. Caller ID will identify the emergency message as coming from (864) 241-1697. For everyone's safety, students are to follow transmitted messages precisely. Communications or Public Safety may also post more detailed information on the intranet or on the website for the general public. To ensure they receive notification, students are to keep their cellphone numbers up to date on StudentCentral.

Fireworks

Fireworks are not to be brought to campus.

Guest Speakers and New Groups

Before inviting a guest speaker for any organized meeting, starting new groups, initiating fundraising efforts or surveying the student body, students are to obtain approval from the dean of students or coordinator of Student Organizations.

Non-harassment Policy

Bob Jones University provides an educational environment free of harassment of any kind—sexual, racial or otherwise. Such harassment, whether verbal or physical, is illegal and is not allowed. A student who feels he is being harassed should discuss the situation with the dean of men/women.

Respect for Beliefs of Others

The BJU Creed highlights the fundamentals of the faith. Based on these essentials, we strive to maintain unity among the student body. In the interest of this unity and in love and respect for each other, divisive proselytizing based on theological interpretations, such as Calvinism and Arminianism, is not allowed.

Sacrilegious Behavior

Sacrilegious behavior of any kind, including T-shirt slogans, music, etc., that does not show respect and reverence for God is inappropriate at BJU.

Sharps

Students who use “sharps” (syringes with needles and lancets for finger sticks) and have a need for on-campus disposal of used sharps are to dispose of them in a labeled, approved container designed for this purpose. Upon request, University Health Services will provide the first approved sharps disposal container at no charge and will exchange each full container brought to UHS during regular business hours. Students are not to place sharps or sharps containers in the regular trash.

Solicitation

Students, staff or outsiders may not sell to or survey the university family on campus.

Speaking for the University

Students should refer media inquiries to the Public Relations office, which can answer questions accurately and speak officially for BJU. Students are not to release information or grant interviews to the news media without first checking with the Public Relations office or being asked by that office to do so.

Student Vehicles

Residence hall students who bring a vehicle to the Greenville area and day students who drive to campus are to register their vehicles (including motorcycles and bicycles) with BJU's Office of Public Safety. Public Safety will issue parking tags and an e-tag (electronic gate pass), both of which need to be permanently affixed to each student's vehicle. Residence hall students will receive an assigned parking place on campus property. Day students should check the Public Safety website for designated day student parking areas.

Residence hall students are to drive only their own cars or cars belonging to relatives, except when driving together on a long trip where safety is an issue. Freshmen may drive a sibling's vehicle alone. To share vehicles, relatives and engaged couples may apply for relative registration via e-pass.

Weapons

Per S.C. law, students are not to possess handguns if they are under age 21. Residence hall students are to turn in all handguns, rifles and shotguns to Public Safety (ext. 5900). All handguns are to have trigger locks. In addition, students are not to bring concealed weapons to campus and are to keep martial arts weapons in their vehicles. Blades on knives kept in residence hall rooms are to be no longer than 3 inches.

Weddings

BJU is committed to students completing their education. Because of the significant responsibilities inherent in marriage, students who marry while under 20 years of age may not continue enrollment. Students may marry between semesters but not during a semester or summer session.

Appendix C— Creative Projects & Programs

Checking Requirements and Procedures

Residence hall students participating in a program off campus require dean's permission.

Artwork

In the interest of Christian testimony and the University's cultural reputation, an art faculty member is to check student art prior to an on- or off-campus exhibition.

Film/Video Productions Off Campus

Students involved in acting and other roles in off-campus productions are to obtain approval in advance from the dean of the School of Fine Arts and Communication.

Karate/Judo Presentations

The physical education faculty checks all karate and judo presentations.

Media Presentations

Except for academic class or society meeting presentations, the visual media committee checks the content and technical competence of all media presentations including video, film, DVD, slides or other formats shown in public. A second check is necessary if changes are required. The committee or division chair approves projects prepared in the Division of Communication. Schedules and guidelines for media checks are available from the School of Fine Arts and Communication office.

Videos produced for official Student Body or Student Leadership Council events are university property and may not be disseminated or uploaded to social media.

Music

Except for day students performing in their home churches, the fine arts music checker checks all special music (instrumental, vocal, and congregational song leading) for church services off campus, outreach ministries, society meetings, outings and Student Body programs. When performing in churches, students should follow the church's music guidelines. Music is checked Tuesdays and Thursdays from 6:30–7 p.m.

Note—Societies are the only student groups that may have permanent ensembles larger than nine members. Temporary groups, such as for class meetings, may be organized for up to three weeks' duration.

Programs

Students are responsible to get programs, dating outing skits, radio and television programs used on and off campus, and pep band performances checked well in advance. Policies, times and locations for program checks are posted on bulletin boards in the Gustafson Fine Arts Center (GFAC).

Recordings

Before final production, duplication or sale, the music checker and the dean of men/women or dean of the School of Fine Arts and Communication are to check student recordings and the jacket proofs. On-campus advertising is to be word of mouth or through paid campus media ads. (See social media guidelines on the intranet.)

Speech and Drama Presentations

A School of Fine Arts and Communication faculty member checks speech numbers, dramatic pieces and presentations such as puppetry, gospel magic and chalk talks. Contact the School of Fine Arts and Communication office to find out the faculty member to contact for each check.

Mixed-Group Rehearsals

Music Majors

Mixed groups of music majors and accompanists may rehearse in the GFAC music wing without a chaperon in a room with a window in the door (no dating couples).

Speech Groups

Mixed groups practicing a speech communication project may rehearse in the GFAC speech wing in rooms with windows in the doors.

Appendix D—University Trips

Conventions, Contests and Trips Away from Campus

With administrative conference approval, students with general privileges and above may attend professional meetings, contests and conventions related to their major and may stay overnight with an approved chaperon. Other groups such as UBA and art students may take group trips. See the “Attendance” chapter for information concerning absences from class and non-class activities. A dean’s pass is required.

Official University Groups

Dress

Students traveling in official BJU groups are expected to dress in a way that commends Christ.

- Travel, sightseeing and touring professional establishments, men—casual attire (jeans, belt, collared shirt), and women—loose-fitting pants (not jeans), unless otherwise instructed by a sponsor
- Travel to and from a church, men and women—class attire; denim skirts acceptable (dress for traveling to and from a church can vary at the discretion of the director who is knowledgeable of the preferences of specific churches)
- Representing the University in a competition event—morning class attire or Sunday dress, as appropriate
- Attending a church service—same dress as for a church service in Greenville during the school year; representing the University in a church service, men—coat and tie, and women—hose
- All grooming regulations apply.

Social Regulations

- Smaller groups for shopping or sightseeing are to contain at least three people. Small groups are to check in with the group leader every two hours, and the group leader should have a cellphone number for each group.
- Dating couples are to be chaperoned.
- Men and women are not to be in each other’s hotel rooms without a sponsor, and students are to be in their own hotel rooms by 11 p.m. unless at a sponsor-called meeting.
- Mixed swimming is not permitted.

Entertainment

- Television and movie viewing is to be in keeping with university guidelines. Because of copyright issues, commercial videos are not shown on the bus.
- With the group leader's consent, personal music devices and headphones may be used if content is in keeping with the University's music policies.

Appendix E—Outreach Ministries

Affiliations

Because BJU is a fundamental Christian institution and serves the needs of fundamental churches and ministries, do not obligate yourself to any service or ministry without knowing its affiliations. If you have questions about an organization, discuss them with the director of Ministerial Training and Outreach Ministries. BJU outreach ministries are not to work with liberal or New Evangelical churches or organizations.

Children's Ministries

Be careful to be above reproach in all interactions with children. All events with children should be held in public view or in a well-supervised location, such as a faculty/staff member's home. At no time should any student be alone with a child, and physical contact should never be made in an inappropriate manner.

Dating

Couples with mutual social interests may go on outreach ministries together but are to follow the social regulations for mixed groups.

Dress

In some cases casual attire is appropriate. Any questions should be directed to the dean of men or women. Student dress should comply with the standards of the church in which the students are ministering.

Meals

Outreach ministry groups may eat together in private homes associated with their ministries. The name of the hostess should be listed on the pass.

Music

Outreach ministry music groups may have as many as nine members, and all musical selections should be in keeping with BJU policies. Rehearsed pieces and programs should be checked through the School of Fine Arts and Communication office. (See Appendix C.)

Overnight Ministries

Students with advanced privileges who participate in overnight mixed-group ministries will need to provide the following information on the dean's pass: details of the ministry opportunity, who invited them, the pastor or lay leader's name and phone number, and the sleeping arrangements.

Resources

Materials/equipment that may be checked out for outreach ministry are available at the Davis Field House and Mack Library.

Restrictions

Students with 75 demerits or higher and students on character or disciplinary probation are not to be outreach ministry leaders.

Sports Activities

Ministry groups supervising children and teens are welcome to bring them on campus to attend intramural games, but BJU's physical education facilities are not available for outreach ministry activities.

Appendix F—Biblical Approach to Evaluating Objectionable Elements in Entertainment

A Christian's entertainment choices should reflect Christ and encourage him to be more like Christ.

While it can be beneficial to be culturally literate, every Christian should self-censor his entertainment choices. Below are common categories of elements that are biblically objectionable and should be censored:

- Profanity
- Scatological realism—pertaining to excretory functions
- Sexual perversion—adultery, fornication, homosexuality
- Erotic realism—explicit descriptions of sexual acts
- Lurid violence
- Occultism
- False philosophical or religious assumptions—the most dangerous, yet the most overlooked, of all objectionable elements

Evil in the Bible appears dangerous and repulsive. Reflections of evil appear in the Bible in the form of negative examples so as to create a defense against what they represent or to give hope to the fallen for forgiveness and recovery from sin. Entertainment choices should treat evil in the same way that it is treated in the Scriptures. Such entertainment can be edifying reading, listening or viewing for someone of sufficient maturity.

Scripture itself includes notable examples of each type of objectionable element, but the intent of the presentation is to instruct, the details are presented with restraint rather than gratuitousness, and the tone makes clear what is evil and what is good.

Certainly no Christian should take pleasure in reading, listening to or viewing content that draws him away from personal holiness; but neither will a mature Christian unreflectively seclude himself from worthy literature or other entertainment choices simply because they contain offensive material, if that material is presented in the same manner in which Scripture presents it. Edifying entertainment choices expose the believer to works which enhance his understanding of the world and strengthen the credibility of his testimony by enabling him to become “all things to all men” (1 Cor. 9:22) and develop moral perception in order to “by reason of use have [his] senses exercised to discern both good and evil” (Heb. 5:14).

When evaluating an entertainment choice, Christians should ask themselves the following questions:

- Are the characters noble?
- Do the actions of the story cause the characters to desire virtue and reject vice?
- Does the story's resolution reward good and punish evil or honor wisdom and scorn foolishness?
- Does the theme of the story conflict with God's truth? If it does, how? Where is the flaw?

Instead of making entertainment choices indiscriminately or insulating oneself from all entertainment, Christians should follow God's example: create a resistance to the allurements of evil by wisely applying small doses of antigen in the form of critical reading, watching and listening.

It is godly to present ungodliness in a biblical manner, for a biblical purpose, and to a biblical effect. It is ungodly to use what might seem the freedom of Scripture as a cloak of licentiousness (cf. 1 Pet. 2:16).

Condensed from Dr. Ron Horton's *Christian Education: Its Mandate and Mission*.

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Bob Jones University Student Covenant

Bob Jones University believes God's Word is authoritative and sufficient for Christian faith and practice. In many areas Scripture gives clear commands which believers are to obey because of their love for their Savior. In other areas where Scripture does not give specific commands, believers are to use Spirit-guided discernment to make wise choices based on biblical principles. BJU bases its student policies on scriptural commands, biblical principles, and principles that enable the university community to live together harmoniously in close proximity. Each BJU student is expected to know and adhere to these policies while enrolled as a student.

By my choice to enroll as a student in Bob Jones University and having read the student handbook, I will strive to abide by all the policies in the handbook.

I commit to do the following:

- Exercise a spirit of humility, love, consideration and forgiveness while living in community with fellow students, faculty and staff; help create a campus environment conducive to spiritual growth through my attitude and actions; and encourage fellow students to keep their commitment to this covenant.
- Apply myself wholeheartedly to academic studies and maintain the highest integrity standards in representing my work as my own.
- Meet prescribed class and non-class attendance requirements.
- Make spiritual growth and local church attendance high priorities.
- Guard my Christian testimony both on and off campus, including how I regard and interact with friends of the opposite gender, exercising wholesome communication and avoiding gossip and refraining from immorality or the use of alcohol or drugs.
- Honor the Lord in how I use discretionary time and select/participate in entertainment options that honor Jesus Christ and edify others. This includes using social media responsibly and avoiding sensuality on the Internet or in publications.
- Dress modestly, neatly and appropriately and honor BJU's dress code.
- Treat university property and that of fellow students with respect and honor regulations designed to protect individual and facility safety and security.
- Engage in gospel ministry through outreach ministries and other means as opportunities arise.

SIGNATURE

DATE

PRINT FULL NAME

BJU ID

Residence hall students are to turn in signed covenants to their supervisors and day students to the dean of men's/women's office. All signed covenants are to be turned in by September 4.

Bob Jones University **Student Covenant**

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SIGNATURE

DATE

Retain this copy in your book. Sign and turn in the detachable covenant.