

THE UNIVERSITY

Co-Curricular Programs

- Chapels gather the University community to explore and celebrate faith each Thursday at 8:00 a.m. in Pioneer Memorial Church. Forums bring noted leaders and authors to campus for Christian dialogue - 4 times a semester in the Howard Performing Arts Center during the same time slot.
- Choices offer a number of smaller seminars and workshops in a number of different areas. Tuesday Choices, held at 10:00 a.m. each week, are devoted to personal, professional, spiritual and leadership development. Weekly Residence Hall Programs, Student Concerts and Recitals, Gallery Openings, and Friday Night Vespers also offer unique growth opportunities.
- Changes allow students to turn life experiences into learning opportunities that build toward future goals. This includes recording and reflecting on your involvement in leadership, church and community service, or the workplace and having it validated by a pastor, club sponsor, work supervisor, etc. You can receive a maximum of 3 Changes credits per semester.

Co-Curricular Fee. A co-curricular fee is assessed at the end

or online has the same force as regulations printed in official publications.

Code violations include, but are not limited to, the use or possession of tobacco, alcoholic beverages, illegal drugs or dishonestly acquired or misused prescription drugs; dishonesty; sexual immorality; physical and sexual assault; theft; vandalism; patronizing night clubs, dances, bars, taverns, gambling places, parties/places of residence where alcohol is served and other places of questionable entertainment; profanity or vulgarity; possessing lewd or obscene materials; possessing weapons, firearms or look-alike firearms; disrespect or slander; engaging in improper associations—participating in organizations that have not been registered with and approved by the Student Life office; insubordination of a University official; threatening and harassing behavior.

Accountability. Admission to the University is not a right. It is a privilege that entails acceptance of individual responsibility for honor, integrity and self-discipline. The University understands that all human beings are flawed and seeks to work with each student in a redemptive manner. However, students should expect to receive consequences up to and including dismissal from the University if they engage in activities or behaviors that violate the University's core values or if their presence damages the mission and function of the institution. This includes activities and behaviors outlined in the Code of Student Conduct, whether these activities and behaviors take place on-campus, off-campus, or in cyber communities.

Community Values Agreement. Undergraduates are required to sign a Community Values Agreement as part of their registration each academic year. By signing this document, students agree to support a wholesome lifestyle and to respect the faith-based values of the University. They also agree to abide by the University's residential policy and to participate in required co-curricular programs.

Student Activities and Organizations

The University encourages students to participate in as many extra-curricular activities and organizations as their study-work loads permit. Experience gained in working with others to achieve common goals provides invaluable training. Some of the more prominent campus organizations and activities are described below. A complete list of campus organizations is available from the Student Life office.

work interns. Career exploration and counseling services are offered to enrolled students at no charge. Psychological testing and career assessment are provided for a nominal fee.

National standardized testing, including the ACT, SAT, GRE, LSAT, DAT, GMAT, PRAXIS, MELAB, TOEFL, CLEP and other academic tests needed at both the undergraduate and graduate levels are offered at the Counseling & Testing Center. To contact the Center call - - or e-mail the staff at: ctcenter@andrews.edu.

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time during school breaks and vacations. F- students can only work off-campus with permission from the United States Citizen and Immigration Services (USCIS). Dependents with F- visa status can't work on- or off-campus under any circumstances.

Exchange Visitor students on a non-immigrant J- visa are allowed to work on- or off-campus a maximum of 20 hours per week during the school year and full-time during school breaks and vacations. Dependents with J- visa status are allowed to study full-time and to work after they receive a work permit called the Employment Authorization Document (EAD) from the USCIS.

Other Campus Services

Other campus services include a barber shop, a beauty shop and the University-branch post office.

Immigration Information for International Students

International students on F- or J- visas (including dependents) who come to study at Andrews University (AU) should be informed about the immigration laws and regulations in matters related to their visa status. It is the responsibility of the international student to maintain his/her student visa status at all times. Failure to follow immigration regulations, whether intentional or unintentional, is a violation of the student visa status. Consequently, the status of the international student would be terminated and he/she must apply to the USCIS to be reinstated back into the legal student visa status or be faced with possible deportation.

The personnel at International Student Services (ISS) consists of the director, called the Principle Designated School Official (PDSO), and the Designated School Official (DSO). They are appointed by Andrews University and authorized by United States Citizen and Immigration Services (USCIS) to issue I-20 and sign legal students' documents. The Undersecretary Department of the General Conference of the Seventh-day Adventist Church is certified to issue the document DS-1 which enables the exchange visitor to obtain the J- visa to enter the U.S. The certified undersecretary person is called the Responsible Officer, who presently is assisted by two Alternate Responsible (ARO) Officers. The director of the Office of International Student Services at Andrews University is one of the alternate Responsible Officers. The PDSO, DSO and ARO are also required to advise international students in areas related to student life on campus such as study, work and travel, etc.

The Office of International Student Services communicates information to the international students in matters related to the government laws and immigration by several methods. First, the orientation for new international students is required upon arrival at Andrews University. Failure to attend the orientation program will result in a fine to the student of \$50. In addition, they will have to attend a rescheduled orientation program in order to register for the semester. Other means of communication include the AU Bulletin, the international student services website, the Andrews A

- . International students with medical problems must provide a statement from a physician recommending an interruption or reduction in study load.
- . Graduate international students who have completed formal course work and are engaged in comprehensive exam preparation, project, thesis or dissertation are required to register for such. Thereupon they are considered to be pursuing a full course of study.
- . An international student who registers in his/her last semester for less than the minimum credits required must present a letter from his/her academic advisor verifying that these are the only credits that the student needs to fulfill all course requirements.
- . An F- student engaged in post-completion Optional Practical Training maintains his/her full visa status. A student in F-status doing full-time Curricular Practical Training is also considered to be pursuing a full course of study. But if an international student is engaged in part-time Curricular Practical Training or part-time Optional Practical Training, he/she is required to enroll in classes concurrently.

Students On Exchange Visitor Visas and the Two-year Home Country Physical Presence Requirement

The two-year home country physical presence requirement is one of the most important characteristics of the Exchange Visitor J-status. If the international student is bound by this regulation, it will be stated on the J- visa and on the bottom left corner of the DS-160. Exchange Visitors, including their dependents, can apply for a waiver of the requirement to return home for two years upon completion of their studies. Without the waiver, such students are not eligible to change their status in the U.S. to another category. Neither can such students become eligible for any change of status until they have been physically present in their country of nationality or the country of last legal permanent residence for a minimum of two years following departure from the USA.

Employment F or J-1 and F-1 Students

Immigration laws are very strict about employment. International students desiring to work must be sure to comply with these laws. UNAUTHORIZED OFF-CAMPUS EMPLOYMENT CAN LEAD TO TERMINATION OF STATUS IN THEIR COUNTRY. -15(IN)201 with these laws.