

2002 - 2003 Student Handbook

To the Students:

Learning to live as responsible adults entails learning to live together. For Ursinus College to become a learning community, all of us must be involved in cooperating with and helping one another. Moreover, to enable us to live together, we need some basis of common understanding, some guidelines and some rules.

This Student Handbook is your guide to the policies and procedures that we use to govern ourselves. One of the particularly enriching aspects of a residential liberal arts college is the number of opportunities that arise for us to learn from one another. For such learning to occur, we must respect the rights of others and appreciate that we all have a stake in maintaining a civility that underscores our mutual respect for the dignity of every individual at Ursinus.

At the same time, for us to grow and learn, we need chances to pursue ideas and opportunities. This Handbook is your introduction to many such opportunities; it is designed to meet your needs and to work to your benefit. Careful study of the handbook should prove rewarding.

Finally, the Handbook is the result of an ongoing dialogue among students and staff. I invite you to join in that dialogue. With your participation in the conversation about how to make this a better college, we will succeed at two goals--adding to our education and strengthening Ursinus as a place for living and learning.

Cordially,
John Strassburger
President

Contents

Academic Life	4-12
Regulations & Responsibilities	4-8
Confidentiality of Student Records	8-10
Academic Honesty	10-12
Student Life	13-38
Regulations & Responsibilities	13-25
Residence Life.....	25-29
Judicial System	30-33
Commuting Students	34
Dining Hall Regulations	34-36
Zack's Place	36
Student Activities.....	37
Student Organizations	38
Campus Resources	39-49
Floy Lewis Bakes Field House/Helfferich Hall	39
Athletics.....	39
Intramurals.....	39-40
Myrin Library.....	40
Berman Museum of Art	41
Bookstore.....	41-42
Faxing.....	42
Tutorial.....	42
Computing Resources	42-44
Special Events.....	44-45
Alumni Association	45
Communications on Campus.....	45-46
Where to Go & Whom to See About.....	47-48
Important Future Dates	49
Community Resources	50-54
Malls.....	50
Movies.....	50
Lodgings.....	50
Restaurants	51
Fast Food.....	52
Philadelphia Points of Interest.....	53
Miscellaneous.....	54
Public Transportation	54
Emergency Numbers.....	54
Index	55-57

ACADEMIC LIFE

Regulations and Responsibilities

Students must abide by the rules and regulations as stated in the 2002-2003 College catalog. Students must follow the academic requirements of the catalog in effect at the time of their matriculation. When academic requirements are changed after students have begun college, they may choose to follow either the requirements of the catalog in the year in which they enter or the requirements that are in effect in the academic year in which they graduate but not a combination of the two sets of requirements.

REQUIREMENTS FOR GRADUATION

The requirements for the degree of Bachelor of Arts or Bachelor of Science for students who matriculated in or after June 1990 are:

1. the completion of 128 semester hours, and all the courses required by the faculty, including the courses required for a major; and a GPA of C (2.00) or above for all courses taken at Ursinus College.

To qualify for the degree of Bachelor of Arts or Bachelor of Science, a student must have successfully completed a minimum of 64 semester hours of credit at Ursinus. Half of the semester hours of credits required in the major department must be taken at Ursinus; exceptions may be granted by the dean of the College. A diploma from the College requires that a student spend the two semesters of the senior year as a full-time student (this regulation does not apply to students receiving a degree from the Evening Division).

A full-time student may not take fewer than 12 semester hours per semester. The normal load for a term is 16-18 credits. It is recommended that students normally take no more than 16 credits per semester. Students may register for up to 18 credits with the approval of their advisers. They may not register for more than 18 credits in any semester without special permission from the Dean of the College. Students carrying fewer than 12 hours are not permitted to remain or become residents of College residence halls.

All requirements for graduation must be satisfied before the end of the last day of examination week preceding commencement.

Each student must bear responsibility for informing him/herself about the requirements for graduation and fulfilling the requirements.

GRADES OF SCHOLARSHIP

When a course has been completed, the standing of the student is expressed by one of the following grades: A+, A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F.

Letter grades have the following equivalence assigned:

GPA	Letter Grade
4.00	A+
4.00	A
3.67	A-
3.33	B+
3.00	B
2.67	B-
2.33	C+
2.00	C
1.67	C-
1.33	D+

1.00	D
0.67	D-
0.00	F

The mark of W signifies that a student withdrew from the course prior to the mid-point of a course, and is not calculated into the student's average. The mark WF signifies that a student withdrew from the course after the mid-point of the course, and is calculated into the student's average as an F (0.00).

The mark of S signifies that a student has earned the course credits in an S/U course at the B (3.00) level or higher; this mark is not included in the computation of a student's average. The mark of U in an S/U course is calculated into the student's average as F (0.0). Courses that may or must be taken S/U are so designated in the college catalog.

The mark of I, which may be given only with the written permission of the dean, is reserved for cases of incomplete work, due to documented physical incapacitation or other extenuating circumstances beyond the student's control. A plan and schedule for completing the remaining work, agreeable to student and professor, must accompany the request for an I. If the mark of I is not removed within the period agreed upon by the professor, student and dean, usually one month after the end of the semester in which the I was given, the grade of F will be assigned for the course.

REPEATING COURSES

Students may retake any course, but they shall receive credits only once for the same course. Although a course may be retaken as many times as necessary to receive a passing grade, students may repeat only once courses they passed on the initial try. All grades for courses taken at Ursinus will appear on the transcript, but the last grade earned will replace the previous grades for the purpose of calculating the GPA. Credits earned elsewhere and accepted as transfer credits will not alter the GPA or serve as a replacement grade.

GRADE APPEAL

Faculty must follow practices of fairness and objectivity when assigning student grades. Since it is assumed that the final grade is obtained after a careful evaluation of a student's entire academic performance in a class, the course syllabus must contain a clear statement of how a final grade is computed. Even though grading may be considered to be inherently subjective, it does not follow that grading is an arbitrary or capricious practice. Normally, no grade appeal will be accepted unless there is an error in computation or there is evidence of prejudice or caprice.

Grade Appeal Procedure

1. A student who wishes to appeal a final grade must contact the instructor and attempt to resolve the issue.
2. If, upon consultation with the instructor, there is no resolution, the student contacts the chair of the department in which the course is offered, or in the case where there is no chair, the Dean of the College. The chair attempts to resolve the conflict by discussing the issue with the instructor involved. Every effort should be made to resolve the conflict at the departmental level.
3. If there is still no resolution, the student contacts the Office of the Dean of the College, and in writing, describes the nature of the complaint. The Dean discusses the matter with the chair and the instructor and makes a recommendation to the instructor.
4. If there is still no resolution, the Dean will bring the issue to the Committee on Academic Standards and Discipline and/or appoint an ad hoc committee of three faculty to make a recommendation to the instructor. The committee will be composed of members acceptable to both the student and the faculty member.

Time Frame

Students must initiate the grade appeal no later than two weeks after the start of the next semester. The appeal process should take no longer than four weeks from the student's initial contact with the instructor to the final recommendation of the ad hoc committee.

CLASS ATTENDANCE

Ursinus College is committed to the principle that class attendance is a vital part of its academic program, making possible dialogue among students and between students and teacher, which is the foundation of the educational process. Students should therefore recognize that absence from class denies them access to the full measure of college education. While urging regular class attendance, the College at the same time wishes to allow students an opportunity to develop a personal responsibility toward academic work. In keeping with these convictions, the following policies govern class attendance:

Each student is expected to exercise reasonable judgment regarding class attendance. Every student is accountable for all work missed because of class absence. *Instructors, however, are under no obligation to make special arrangements for students who are absent.*

A first-year student who is not on the Dean's List and who is absent from a course for a total of more than two weeks' meetings may be excluded from the course with a grade of F, unless the dean, after consultation with the faculty member, permits the student to be reinstated.

Students on academic probation are subject to the same regulations as first-year students.

Students for whom an academic warning is issued must limit future absences in that course to the number of times the course meets per week. After the issuance of an academic warning, a student who exceeds the allowed number of absences may be excluded from the course with a grade of F, unless the dean, after consultation with the faculty member, permits the student to be reinstated.

Any instructor may set attendance regulations for courses, but in no case will a student be limited to fewer absences than twice the number of weekly meetings of the course. The faculty member must announce the attendance policy and its consequences on the class syllabus.

ACADEMIC PROBATION

Any students who have a GPA below C (2.00) at the end of any semester or who have a semester GPA below 2.00 will be placed on academic probation by the Committee on Academic Standing or by the faculty. Students on academic probation may be restricted in their extra-curricular activities. On-campus employment and Ursinus College financial aid may be restricted for a student whose average for the preceding academic year, including summer session, is below C (2.00).

DISMISSAL

Students will be dismissed from the College if at the end of their first semester their GPA is below 0.67; if at the end of their second semester their GPA is below 1.33; if at the end of their third semester their GPA is below 1.67; if at the end of their fourth semester or 64 semester hours (including transfer credits), or any subsequent semester, their GPA is below 2.00. Students will also be dismissed if they achieve a semester average below C (2.00) for more than two successive semesters, regardless of their cumulative average. Exceptions to the above policy must be approved by the faculty or by the Academic Standards and Discipline Committee acting for the faculty. The action of the faculty, or the Academic Standing Committee acting for the faculty, in all cases is final. Students who have been dismissed are not eligible to take courses in the Ursinus College Evening Division or in summer school at Ursinus.

Any student may be dismissed from the College for academic violations such as cheating or plagiarism, regardless of the student's academic average. Non-academic reasons for dismissal are outlined elsewhere in the **Student Handbook**.

WITHDRAWAL

Students who seek to withdraw from the College must notify the Dean of the College in writing of this intention and its effective date, and must satisfy all obligations (including bills, the return of keys, equipment, and other College property). Failure to meet any such obligation will render the student liable to dishonorable dismissal.

SPECIAL NOTE: A call to appear before the President, the Dean of the College, an Associate Dean of the College, Judiciary Board, or the Faculty of Ursinus College takes precedence over all other duties. Students must respond promptly to such a call.

Ursinus College endorses the following policy statement on sexual harassment:

Statement of Policy

Because the moral principles underlying the purpose of Ursinus College reflect a respect for the dignity of the individual person, it is the policy of this institution that no member of the academic community may sexually harass another. Sexual harassment is an unethical and unprofessional activity, which frequently involves persons of unequal power, authority, or influence.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic achievement; or
2. submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic decisions affecting such individuals; or
3. such conduct is abusive of others and implies, in an abusive manner, a discriminatory hostility toward their personal or professional interests because of their sex; or
4. such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or academic environment.

(The above policy was adapted from the sexual harassment policies of the University of Wisconsin and AAUP)

Procedure for bringing a complaint against a faculty member:

The person who believes that sexual harassment has occurred is encouraged to report the incident to an Assistant or Associate Dean of the College or other designee of the President in the event there are not both male and female Assistant or Associate Deans. The Assistant/ Associate Dean will then ascertain the relevant facts, inform the alleged offender of the nature of the complaint and attempt to resolve the complaint through internal processes, including discussions with the concerned parties. At this informal stage, complaints will be handled with complete confidentiality.

If the informal procedures do not achieve a resolution satisfactory to the complainant, the complainant may continue the complaint with a formal written charge(s). The Dean of the College will constitute an ad hoc committee of three members. The Dean should attempt to ensure that both parties find the committee members acceptable. The committee will hear both parties, consider the complaint, and will render a judgment in writing to the Dean and the President.

The Dean, after consultation with the ad hoc committee, will inform both parties in writing of the Dean's decision on the complaint.

If the complainant or the alleged offender disagrees with the decision of the above, the complainant or the alleged offender may appeal the decision to the President of the College.

Confidentiality of Student Records

In compliance with the Family Educational Rights and Privacy Act of 1974 (known as the Buckley Amendment) the following constitutes Ursinus College's policy, which informs students in the procedures available to provide appropriate access to personal records while protecting their confidentiality. The complete Act is available for inspection in the office of the Registrar.

Definitions

- I. Certain definitions and principles contained in the law are explained below:
 - A. **"Student"** is defined as one who has attended or is attending Ursinus College and who records are in the files of the college.
 - B. **"Educational Records"** are those records, files and documents relating to students and maintained by the college or an agent of the college. All such records and a log of the request for these records are maintained by college administrative personnel in the course of performance of assigned duties. Only college officials who have a legitimate educational interest shall have right of access to a student's "educational record."
 1. **"Educational Records"** include Admissions applications and transcripts maintained by the Office of the Registrar.
 - Ursinus College academic record maintained by the Office of the Registrar;
 - Student file maintained by Dean of Students regarding judicial and disciplinary decisions;
 - Student file maintained by financial aid offices;
 - Record maintained by Career Services Office;
 - Student records maintained by the Pre-Medical Committee;
 - Student records maintained by the Pre-Law committee;
 - Student records maintained by the Business Office;
 - Student records maintained by the library.
 2. The term **"Educational Records"** does not include:
 - personal files of faculty and administrators, which are not accessible to any other person;
 - records of parents' financial status;
 - medical, psychiatric or psychological records created and used for the treatment of a student and available only to those providing the treatment. These records can be reviewed by a physician or appropriate professional of the student-patient's choice.
 - employment records, which relate exclusively to students as employees and are not used for other purposes;
 - confidential statements and letters placed in the files prior to January 1, 1975;
 - confidential letters and statements to which students have waived a right of access;
 - records and documents maintained by campus security;
 - information or data collected by the Alumni and Development Offices about graduates;
 - directory information confirming the following information about individual students:
full name, address, phone, major field of study dates of attendance, admissions or enrollment status, class year, degrees and awards, most recent previous institution attended, roster of member of athletic teams, participation in officially recognized activities.

C. **"Record"** means any information or data recorded in any medium including but not limited to handwriting, print, tapes, file, microfilm, microfiche, and computer file.

II. Privacy and Disclosure of Student's Educational Record

A. Normally, educational records can be released, or access given to third parties (i.e. anyone not a member of the faculty or staff with legitimate access to the student's record) only at the written request of the student. Grades are sent to the student at their college address at midterm if they are freshmen or on probation and at home at the end of the semester.

B. However, releases to third parties, without student permission may be given only as follows:

1. To parents and guardians of dependent students: Release of student grades and official college correspondence is permitted under the IRS code of 1954; notification of alcohol and drug violations of students under the age of 21. This is permitted under the 1998 Warner Amendment.

Note: Students who are financially independent and who do not wish to have grades or official college correspondence released to parents and guardians must provide evidence of their status within the first week of the fall semester, within the first week of the spring semester if the student is a transfer, and within the first two days of a summer session. The test of dependency is determined by the Internal Revenue Code current at the time of the request.

2. To Federal officers as prescribed by law;

3. As required by state law;

4. To research projects on behalf of educational agencies for test norms, improving instruction, etc. (provided that the agencies guarantee no personal identification of students);

5. To accrediting agencies carrying out their function;

6. To response to a judicial order or lawfully issued; subpoena (provided that the student is notified prior to compliance or provided that a reasonable attempt to notify the student has been made);

7. At the time of emergency if the information is necessary to protect the health or safety of the student or other persons;

8. As required by state law requiring disclosure before January 1, 1976.

III. Release of Directory Information

Directory information about a student may be released at the discretion of the appropriate official.

Students who object to the release of any or all "Directory Information" must express their objection in writing within the first week of the fall semester, within the first week of the spring semester if the student is a transfer, or within the first two days of a summer session. The Office of the Registrar administers the procedure annually and monitors the information.

IV. Procedures for access and review of the Educational Record by a student.

A. Students have the right to inspect their own educational records, subject to reasonable restrictions as to time, place and supervision. Records must be made available for review within 45 days.

C. Students have the right to challenge any part of their educational record, which they believe to be incorrect. they should point out the discrepancy to the faculty or staff member involved. The Dean of the College (or a designee) is the hearing officer appointed to resolve any disagreements, which cannot be settled directly. The Dean (or designee) is available for informal meetings on such matters at any time. If the matter is not resolved through informal means, the matter will be referred to the Committee on Academic Standards whose decision is final. If the student does not agree with the decision, he or she may submit a letter to be included in his or her educational record expressing the student's explanation or interpretation of the official record.

Note: It is not the intention of the Buckley Amendment to provide a forum for challenging course grades, decisions by the committees on Academic Standards, the Judiciary Board or any other committee or officer of the college assigned the responsibility to make judgments. Rather it is the intention of the Act and the college's procedures to make known to students the informational base upon which decisions included in the educational record are made and to allow corrections of that information or the inclusions of explanatory statements by the student.

V. Record of Access and maintenance of files.

A notification of releases made to third parties (i.e. anyone not a member of faculty or staff with legitimate access to the student's record) must be kept in the student's record.

Sources: Handbooks of University of Indiana, Hood College, Dickinson College, Franklin and Marshall College.

Academic Honesty

STATEMENT ON ACADEMIC HONESTY

Ursinus College is a small community, which functions on a social contract among students, faculty, administration, and alumni. In order for the spirit of community to endure and thrive, this agreement, based upon shared values and responsibilities and a sense of mutual respect, trust, and cooperation, must be preserved. Students have an obligation to act ethically concerning academic matters and the faculty has a responsibility to require academic honesty from students and to be vigilant in order to discourage dishonesty.

Lying, cheating, stealing, plagiarism, and other forms of academic dishonesty violate this spirit of mutual respect and collaboration and corrode the atmosphere of openness and free inquiry upon which the educational process is based. Such activities are demeaning and potentially damaging to those who undertake them. Moreover, academic dishonesty is damaging to the student body as a whole, in that it cheapens the achievements of the honest majority of students and subverts the integrity and reputation of the institution with which they will be identified for the rest of their lives.

Students should be aware that there are many legitimate sources of help available on campus. Several departments, s provide help sessions. There is a writing center run by the Department of English, and the Library provides research help. Tutorial services are coordinated through the Unity House for all disciplines and peer mentoring services are arranged by the Dean's office The student body, faculty, and administration of Ursinus College therefore unanimously condemn academic dishonesty in all its forms and affirm that it is the responsibility of all members of the college community to prevent such activity.

STATEMENT ON PLAGIARISM

Plagiarism is the act of taking the words--written or spoken-- or the ideas of someone else and passing them off as one's own. You are plagiarizing if you copy exactly a statement by another and fail to identify your source. You are plagiarizing if you take notes from a book, an article, or lecture, express those materials in your own words, and present the result as your work without identifying your source. You are plagiarizing if you copy part or all of a paper written by a friend, another student, or a writing service and offer it as your own work.

You are plagiarizing if you take material verbatim from a source (even though the source is acknowledged) without identifying it as quoted material by means of quotation marks. Plagiarism is easy to avoid by using common sense and following the advice and directions for acknowledging sources. Such forms and methods are available from professors and style sheets provided by departments as well as by a composition textbook. Never take notes verbatim or in your own words without using appropriate quotation marks and noting exact sources, including page number of the material.

It is the policy of Ursinus College to reject and punish the act of plagiarism. The above has been adapted from, and credit is given to Millward, *Handbook for Writers*, pp. 354-355.

For example, you are cheating if you:

1. Copy answers or use information from a fellow student's paper during a quiz, test, or examination.
2. Divulge answers or information, or otherwise give improper aid to another student during a quiz, test, or examination or accept such aid.
3. Relay or receive any improperly obtained or confidential information concerning a quiz, test, or examination. (Example: if one sees the test before it is to be given and transmits information concerning its contents or whereabouts to other students.)
4. Use or refer to any unauthorized notes, books, calculators, problem solving aids such as "cheat sheets" during a quiz, test, or examination.
5. Collaborate improperly with another student on an open-book or take-home quiz, test or examination; or obtain information from an unsuspecting fellow student during such an exercise.
6. As a proctor or student assistant, divulge confidential information or aid any student in an improper manner during a laboratory exercise, quiz, test, or examination.
7. Commit an act of plagiarism in any form.
8. Borrow under false pretenses, steal or otherwise improperly obtain lecture or research notes, laboratory data, or any information gathered by another student and presents it as your own work (examples: term papers; laboratory reports or experimental yields; computer programs or assignments; English composition themes), or knowingly collaborate with another student by making such material available to him/her.
9. Falsify laboratory data, notes, results, or research data of any type in any course and present it as your own work.
10. Steal or intentionally damage or destroy notes, research data, laboratory projects, library materials, computer software (including the intentional passing of a computer virus), or any other work of another student (or faculty member), out of malice, or for the purpose of sabotaging that person's work and thereby gaining an unfair advantage to yourself.
11. Knowingly and willingly violate any special rules concerning research procedures, group assignments, or inter-student collaboration, which may be established by an instructor in any course.
12. Submit the same work including oral presentations for different courses without the permission of the instructors involved. Since it is expected that different courses offer different learning experiences, students are depriving themselves of an educational opportunity by submitting the same or similar work for more than one course. Examples include but are not limited to submitting a partial or complete paper previously handed into another class, superficially reworking one assignment for submissions to another class. (Example: submitting a sociology paper as an English 100 paper.)
13. Misrepresent yourself to an instructor or an administrator for the purpose of gaining special favors or extensions for academic work missed. Examples include but are not limited to lying about your health or the health of a relative, forging doctor's notes.
14. Forge signatures on forms, documents, or letters pertinent to College business. This may include but is not limited to course of study sheets, drop/add forms, or doctor's notes.

You are an accessory to cheating, and penalties may be applied, if you:

1. Witness or have direct knowledge of any of the aforementioned forms of cheating and fail to inform an authorized person (faculty member, administrator, proctor. or student assistant).
2. You bring unauthorized materials into a testing area and fail to or refuse to remove them when instructed to do so.

3. You fail to or refuse to comply with admonitions from a faculty member or authorized proctor to cease any activity, which might aid other students in cheating.

PROCEDURES FOR SUSPECTED ACADEMIC HONESTY VIOLATIONS

Should a faculty member suspect you of having committed an academic honesty violation of any kind, he or she should confront you with the evidence.

If you admit guilt, the faculty member should inform the Dean of the College of the violation and your confession. After consultation with the Dean of the College, the faculty member will impose a penalty of either a zero (0) on the work in which you were dishonest or a failure (F) in the course in which the dishonesty took place. If you have previously been found guilty of a violation of academic honesty of any kind, the Dean of the College will impose additional penalties. Normally, for second offense, you will be suspended, be asked to withdraw from the College, or be permanently dismissed. If it is a third offense, you will be permanently dismissed.

If you maintain innocence, or if the faculty member or the Dean of the College requests it, the case will be immediately referred to the Committee on Academic Standards and Discipline. The procedure is as follows:

The Subcommittee on Academic Discipline of the Committee on Academic Standards and Discipline will amass evidence and hear testimony regarding the case. The Subcommittee is composed of two students selected by the USGA and three-elected Faculty from the Committee on Academic Standards and Discipline. Alternate Faculty may be chosen from the faculty at large by agreement of the parties. The chair is selected by the Subcommittee from within the Subcommittee.

This committee will then hear evidence in the case. The Faculty member will present his/her evidence to the committee in your presence and then you may present your defense in the presence of the Faculty member. The hearing will be closed, but you may have a campus friend with you during the proceedings. Members of the committee may question any parties involved in the case. The committee will then deliberate and judge your guilt or innocence in the case.

In the event of a verdict of guilty, the Faculty member will impose a penalty of either a zero (0) on the work in which you have been dishonest or a failure (F) in the course in which the dishonesty took place. If you have previously been found guilty of a violation of academic honesty of any kind, the Dean of the College will impose additional penalties. Normally, for a second offense you will be suspended, be asked to withdraw from the College or be permanently dismissed. If it is a third offense, you will be permanently dismissed.

Decisions of the Committee on Academic Discipline or the Dean of the College may be appealed to the President. The President's decision is final.

PROCEDURES FOR RECORD-KEEPING IN CASES OF ACADEMIC HONESTY VIOLATIONS

1. The Dean of the College will keep a record of all cases of academic dishonesty reported to him or her by individual faculty members and of all cases, regardless of their outcomes, which are adjudicated by the regular three-person committee process.
2. These records will not be kept in the regular academic files of the students involved, but in a special records section. Accused students may view their records at any time.
3. Records are to be preserved until such time as students named therein are graduated or leave the College for other reasons. At such time, these records are to be destroyed, unless the individual student has been dismissed for disciplinary reasons relating to academic dishonesty or has withdrawn from the College while the circumstances of a charge of academic dishonesty against the student are still under investigation. If a student voluntarily resigns from the College after the conclusion of a case involving a charge of academic dishonesty against that student, the record will be expunged.

STUDENT LIFE

Regulations and Responsibilities

The experience of living and learning with other students at Ursinus provides an educational opportunity that should parallel and enhance each individual's academic work. Students join with the faculty and staff of the College to form a community of learning. This community will only be as meaningful as its members choose it to be. Each community member should use mature reflection in balancing the varied, and sometimes competing, interests of personal rights and advancement with the rights and advancement of the community as a whole. Making the balancing of varied interests even more complex, the governing authorities of the Borough of Collegeville, the Commonwealth of Pennsylvania, and the United States have great influence over some important aspects of the Ursinus community. In addition, the interests of the citizens of Collegeville must be respected.

To foster a cooperative and educationally meaningful atmosphere on campus, the President, the Board of Trustees, Faculty, and student government of Ursinus College have established the procedures and regulations described below. While the College will do its best to adapt to the personal life-style of each student, the individual is responsible for adopting these procedures and regulations as a part of the creative task of living with others in the academic environment.

It is important for each student to understand that attendance at Ursinus is a privilege, not a right. The ultimate right to determine who should attend Ursinus rests with the College. The College reserves the right to amend all procedures and regulations at any time.

STUDENT CONDUCT

Any activity or behavior that infringes upon the rights, safety, property or privileges of others or which impedes the normal operation of the College is unacceptable. Specifically, the use or possession of illegal drugs or drug paraphernalia; assaulting, striking, or in any way threatening or causing physical harm to another; gambling; theft; cheating; misrepresentation; unauthorized entry or occupation of college buildings; the possession or use of explosives, chemicals, weapons, or any mechanical device which propels projectiles; destruction or vandalism of personal or college property; and failure to comply with the directives of college officials acting in the performance of their duties are considered serious offenses against the campus community and will lead to disciplinary action.

The student conduct code is in effect on and off campus; therefore, students must display behavior that reflects favorably on them, the College, and the community. Students charged with violations of state law committed off campus shall be subject to College disciplinary proceedings if the action poses a threat to the mission of the College or to the health and safety of its members. This may include an involuntary leave of absence until the case has been resolved. After legal resolution, the College may take further disciplinary action.

While students are encouraged to express their personal opinions, **harassment** is contrary to the mission of the college. Harassment occurs when an individual acts or employs words, pictures, or symbols in a manner commonly understood and intended to demean, intimidate, stigmatize, or otherwise create a hostile environment. This may include, but is not limited to discriminatory harassment. Harassment, which focuses on another person or group of people on the basis of race, national origin, gender, religion, sexual orientation, or physical differences, is discriminatory harassment.

Harassment may be punished when it employs "fighting words." Fighting words occur when one individual specifically targets another individual or small group of individuals by means of words, pictures, or symbols meant to convey hatred or contempt in a direct and visceral way. Because "fighting words" intend to harass, insult, or threaten others, they tend to provoke an immediate and violent response when directed at a person of average sensibility.

Sexual harassment is a serious form of discriminatory harassment, which is prohibited at the College. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature. Frequently sexual harassment involves persons of unequal power, authority, or influence. Sexual harassment is more fully defined in this Handbook in the section "Academic Regulations and Responsibilities."

Hazing and ethnic intimidation are also prohibited at the College. Hazing and ethnic intimidation are specifically defined by Pennsylvania statute, from which an excerpt is set forth in Section 7 of this portion of the Handbook.

Persons in the following positions are available to provide counseling and assistance to the victims of harassment, hazing, and ethnic intimidation: resident assistants, resident directors, campus counselors, and members of the Office of Student Life staff. If the instance of harassment, hazing, or ethnic intimidation is of significant degree or cannot be informally resolved, it should be discussed with the Dean of Student Life, who will investigate as set forth elsewhere in this Handbook under "Judicial Process."

In addition to the regulations of the College, students are residents of the State of Pennsylvania and the Borough of Collegeville and, as such, they must obey state and local laws.

SEXUAL ASSAULT POLICY

Ursinus College seeks to maintain a campus environment emphasizing the dignity and worth of all community members and visitors. Due to the prevalence of sexual assault on college campuses, Ursinus has developed a policy pertaining to sexual assault. Specifically, this policy provides for (1) procedures sensitive to victims in responding to reports of alleged sexual assaults, including informing victims of medical, legal, counseling and support services both on and off campus; (2) availability of college disciplinary sanctions for those who commit sexual assaults; and (3) full cooperation with legal authorities where investigation and/or prosecution is indicated.

POLICY STATEMENT

Education and Prevention Programs

Students and Teachers Against Rape (S.T.A.R.), in conjunction with the Office of Student Life, shall be responsible for developing and implementing an educational support program on sexual assault. The objective is to provide educational programs on campus about the issues of sexual assault in all its forms. These programs are intended to:

1. Reduce the risk of sexual assault on campus;
2. Increase support for victims/survivors of sexual assault.

A. Prohibition

Sexual assault is against the law and represents a fundamental violation. It threatens the person's safety, well-being and educational experience. Ursinus College will not tolerate sexual assault

B. Definitions

The rape laws in Pennsylvania were recently amended (Act 10 of 1995 amending Title 18, 23 and 42). The following definitions are part of that new law.

1. Rape is defined as sexual intercourse by force or threat of force, and is a felony of the first degree. Punishable by up to 20 years in prison and a \$25,000 fine.
2. Involuntary deviate sexual intercourse is a felony of the first degree: (example: oral sex)

3. Sexual assault is defined as sexual intercourse without consent and is a felony of the second degree. Punishable by up to 10 years in prison and a \$25,000 fine.
4. Aggravated indecent assault is a felony of the second degree. (example: non-consensual sex without force)
5. Indecent assault is defined as indecent contact by force or threat of force or without consent, and is a misdemeanor of the second degree. Punishable by up to two years in prison and a \$5,000 fine.
6. Indecent exposure is defined as exposure of the genitals for the purpose of arousing or gratifying sexual desire where the person knows this conduct would be offensive and is a misdemeanor of the third degree. Punishable by up to 1 year in prison and a \$2,500 fine.

Note: Each of these definitions addresses the incapacitation of the victim due to intoxication, mental disability or age, which prohibit the ability to give consent.

COMPLAINT REPORTING PROCEDURES

The College will provide resources to support persons who have been sexually assaulted, and will use appropriate disciplinary and legal procedures against members of the college community who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, to maintain fairness, and to impose appropriate sanctions on violators of this policy.

If a report is made to a college administrator, faculty member, resident assistant, or peer supporter that a sexual assault has occurred, a referral will be made to the Dean of Student Life, who will notify the Office of the District Attorney. Prompt notice shall be given of available support services on and off campus. Where possible, an escort shall be provided to the complainant.

SANCTIONS

An individual charged may be subject to prosecution by the Office of the District Attorney under Pennsylvania Criminal Statutes. If criminal charges are filed, college employee and peer supported confidentiality is not protected in a court of law, with the exception of the campus counselor.

College sanctions will be imposed in accordance with appropriate college processes upon persons found to have violated this policy. These sanctions include but are not limited to removal from residence halls, suspension, expulsion, and or separation from the college.

If members of a college-affiliated group or organization violate this policy by committing a sexual assault during any sponsored activity, the group or association is subject to sanctions up to and including revocation of the organizations' charter, recognition or affiliation of the college with the organization or group. These sanctions apply if leaders or members of the group or organization know or should know that a sexual assault is taking place, but fail to take immediate and appropriate action to stop the assault.

ALCOHOL POLICY

In compliance with Pennsylvania law, the College does not allow those under the age of 21 to possess liquor or malt or brewed beverages on the property of the College. At the same time, the College recognizes that the use of alcohol by those under 21 is a pervasive feature of current United States society. Through a combination of counseling, discipline, and educational programming, the College endeavors to provide students with meaningful and responsible assertions about the use of alcohol.

Ursinus College does not have a duty to protect its students or their guests from criminal or civil liability or personal injuries, which may result from their decisions to violate state law. The College specifically rejects such a custodial relationship because it would produce a repressive and inhospitable environment, inconsistent with the objectives of a modern college education and the mission of Ursinus.

Pennsylvania State Law prohibits the purchase, possession, or consumption of liquor or malt or brewed beverages by those under the age of 21. The State law provides for very significant penalties for violations of these and other provisions. Some sections of the law are set forth in this Handbook under "Pennsylvania Statutes." Although the college is not responsible for enforcing the laws of Pennsylvania, the student is responsible for being aware of and abiding by all laws of the state, both on and off campus.

In addition to the provisions of the Pennsylvania law, students should be aware of the following college regulations governing the use of alcoholic beverages:

1. Those under 21 years of age may not possess or consume alcoholic beverages on the property of the College. Alcoholic beverages may be consumed by students of legal age only (1) inside individual student rooms, suites in Reimert Hall, and residence houses, and (2) at other locations, such as Wismer Center, with the permission of the Office of Leadership Development/Student Activities.
2. Students who use alcoholic beverages are expected to do so in a way, which does not discredit themselves or the College, or interfere with the rights and freedoms of others.

Inappropriate behavior related to the consumption of alcoholic beverages -- e.g. behavior which disturbs others, causes embarrassment, personal injury, or property damages; driving an automobile or motorcycle under the influence of alcohol; and any effort to induce or force a student to drink against an expressed desire -- shall be considered serious offenses.

If an individual, following excessive consumption of alcohol at an on-campus function, destroys property, violates noise guidelines in college housing, or is involved in other acts which inhibit the goals of the College,

the sponsor or sponsors who served them or her alcohol and the individual(s) shall both be responsible for the infraction. Students are responsible for the conduct of their guests and for making them aware of the provisions of the Pennsylvania Law and the regulations of the College.

3. In addition to other statements in this Handbook, the following actions are considered improper use of alcohol by an Ursinus student and will result in appropriate disciplinary action(s):
 - a. public intoxication;
 - b. providing alcoholic beverages to a person who is intoxicated and/or underage;
 - c. serving alcohol without sufficient quantities of non-alcoholic beverages and food.
4. Alcohol, including beer, wine, liquor, and mixed drinks, when being consumed, must be in a container of 16 ounces or less in size. The presence of or use of grain alcohol is prohibited. When alcohol is being transported to or stored on Ursinus College property, it must be in containers of less than one-gallon in size. Alcohol can only be consumed if its original container is less than one gallon in size. This prohibits the presence of alcohol in and the consumption of alcohol from kegs, beer balls, beer bongs, trashcans, gallon jugs, or alcoholic punch on College property. In addition, the presence of kegs, beer balls, beer bongs and other binge drinking paraphernalia on campus are prohibited. Violations of this policy will result in a \$500.00 fine for each illegal item, as well as appropriate disciplinary action. Disciplinary action may include alcohol counseling through an online alcohol education course, the cost of which will be the responsibility of the student, and other disciplinary sanctions as deemed appropriate. These sanctions could include Judiciary Board review, which could potentially result in loss of housing privileges, loss of squatter's rights, and parental notification. Parents or legal guardians will be notified of sanctioning for alcohol offences of students under the age of 21.

Residents of a given living area are responsible for actions of visitors to that area who violate this policy. If an alcohol policy violation occurs in a room, suite, hall, house, or on College premises under circumstances which lead the College to conclude that some or all residents in that area had, or should have reasonably had knowledge of the violation, appropriate disciplinary action will be

taken against those residents as well as other persons present.

ILLEGAL DRUGS

The possession, use, manufacturing, trafficking, or distribution of illegal drugs is not permitted at Ursinus. Unauthorized use of controlled substances is also not permissible. Paraphernalia associated with drug use is also prohibited. Students found to be possessing or using illegal drugs, or against whom there is strong evidence of use or possession, must face judicial procedures. For those deemed guilty, the Judicial Board is empowered to order educational and disciplinary actions that may include community service, counseling, rehabilitation, probation, restrictions of other rights or privileges, or dismissal.

Parents or legal guardians will be notified of sanctioning for drugs or alcohol offences of students under the age of 21.

SOCIAL EVENTS

The enjoyment of a variety of social events is an important part of a student's college experience. The planning and execution of these events offers the opportunity for student leaders to develop a reservoir of insight, experience, and skill, upon which they can draw for a lifetime. Rather than attempt to entertain students, the College seeks to provide expertise and financial support to student leaders as they plan these events.

The responsibility for organizing social events, for overseeing adherence to state and local laws and college regulations and for ensuring the appropriate conduct of students **and guests** rests with the students involved. Students holding social events will do so with full recognition of the rights and reasonable expectations of others living on and off campus. At all times, social events in residence halls and houses must comply with regulations dealing with noise. Social events may be held no later than 12:01 a.m. Monday through Friday, and 2:00 a.m. Saturday and Sunday. Social events are only permitted in Reimert and some Main Street Houses.

At all social activities, the following guidelines will apply:

1. The sponsoring group will name individuals to serve as party hosts, who will be responsible for planning the event, overseeing adherence to state and local laws and college regulations during the event, and ensuring that proper cleanup procedures are followed after the event. Two social hosts are required, and one must be at least 21 years of age.
2. If alcohol is present at the event, the following guidelines will apply:
 - a. Alcohol may only be consumed by person's 21 years of age or over.
 - b. Student activities money may not be used to purchase alcohol.
 - c. A sufficient quantity of non-alcoholic beverages and food must be provided.
 - d. Advertising or promotion of the event may not include any reference to drinking or to the availability of alcoholic beverages.
3. Students must present a current Ursinus ID to enter any social event.
4. Visitors must present a copy of the guest registration form to social hosts in order to enter any social event. Visitors must be escorted to the social even by their hosts.

Each fall and spring, the Residence Life staff conducts training for students interested in serving as social hosts. All social events must be registered in the Residence Life office by noon on the day of the event or by Friday, noon, for events occurring on the weekends.

PENNSYLVANIA STATUTES

The legislature of Pennsylvania has broad powers, as limited by the state and national constitutions, to pass laws governing those within its jurisdiction. Students should familiarize themselves with Pennsylvania statutes. By both structure and philosophy, the College is unprepared to enforce state statutes. Nonetheless, the College expects each student to abide by all statutes of Pennsylvania and the United States. In some cases, college rules prohibit behavior, which is also prohibited by state or federal statutes.

Because of their great importance to student behavior, selected sections of certain Pennsylvania statutes are set forth below.

Alcohol Use

(Age limits, identification cards, driving licenses, fines, and jail sentences.)

The following sections are excerpted from Title 18 of the Pennsylvania Consolidated Statutes.

Section 6307: Misrepresentation of age to secure liquor or malt or brewed beverages.

(a) Offense defined--A person is guilty of a summary offense for a first violation and a misdemeanor of the third degree for any subsequent violations if he, being under the age of 21, knowingly and falsely represents himself to be 21 years of age or older to any licensed dealer, distributor, or other person, for the purpose of procuring or having furnished to him, any liquor or malt or brewed beverage.

(b) Minimum penalty--In addition to any other penalty imposed pursuant to section 6310.4 (relating to restriction of operating privileges) or this title or any other statute, a person who is convicted of violating subsection (a) may be sentenced to pay a fine of not more than \$500 for subsequent violations. No court shall have the authority to suspend any sentence as defined in this section.

* * * * *

Section 6308: Purchase, consumption, possession, or transportation of liquor or malt or brewed beverages.

(a) Offense defined--A person commits a summary offense if he, being less than 21 years of age, attempts to purchase, purchases, consumes, possesses, or knowingly and intentionally transports liquor or malt or brewed beverages....

(b) Penalty--In addition to the penalty imposed pursuant to section 6310.4 (relating to restriction of operating privileges) a person convicted of violating subsection (a) may be sentenced to pay a fine of not more than \$500 for the second and each subsequent violation.

* * * * *

Section 6309: Representing that minor is of age.

(a) Offense defined--A person is guilty of a misdemeanor of the third degree if he knowingly, willfully, and falsely represents to any licensed dealer, or other person, any minor to be of full age, for the purpose of inducing any such licensed dealer or other person, to sell or furnish any liquor or malt or brewed beverage...to the minor.

(b) Minimum penalty--In addition to any other penalty imposed pursuant to this title or other statute, a person committing an offense under this section shall be sentenced to pay a fine of not less than \$300....

* * * * *

Section 6310.1: Selling or furnishing liquor or malt or brewed beverages to minors.

(a) Offense defined--Except as provided in subsection (b), a person commits a misdemeanor of the third degree if he intentionally and knowingly sells or intentionally and knowingly furnishes, or purchases with the intent to sell or furnish, any liquor or malt or brewed beverages to a person who is less than 21 years of age.

(b) Exception--The provisions of this section shall not apply to any religious service or ceremony which may be conducted in a private home or place of worship where the amount of wine served does not exceed the amount reasonably, customarily, and traditionally required as an integral part of the ceremony.

(c) Minimum penalty--In addition to any other penalty imposed pursuant to this title or other statute, a person who is convicted of violating subsection (a) shall be sentenced to pay a fine of not less than \$1,000 for the first violation and a fine of \$2,500 for each subsequent violation. There shall be no authority in any court to impose on an offender any lesser sentence than the minimum sentence mandated by this subsection.

* * * * *

Section 6310.2: Manufacture or sale of a false identification card.

(a) Offense defined--A person commits a misdemeanor of the second degree if he intentionally, knowingly, or recklessly manufactures, makes, alters, sells, or attempts to sell an identification card falsely representing the identity, birth date, or age of another.

(b) Minimum penalty--In addition to any other penalty imposed pursuant to this title or other statute, a person who is convicted of violating subsection (a) shall be sentenced to pay a fine of not less than \$1,000 for the first violation and a fine of not less than \$2,500 for each subsequent violation.

* * * * *

Section 6310.3: Carrying a false identification card.

(a) Offense defined--A person commits a summary offense for a first violation and a misdemeanor of the third degree for any subsequent violation if he, being under 21 years of age, possesses an identification card falsely identifying the person by name, age, date of birth, or photograph as being 21 years of age or older or obtains or attempts to obtain liquor or malt or brewed beverages by using the identification card that has not been lawfully issued to or in the name of that person who possesses the card.

(b) Minimum penalty--In addition to any other penalty imposed pursuant to section 6310.4 (relating to restriction of operating privileges) or any other statute, a person who is convicted of violating subsection (a) shall be sentenced to pay a fine of not more than \$500 for the second and subsequent violations.

* * * * *

Section 6310.4: Restriction of operating privileges.

(a) General rule--Whenever a person is convicted or is adjudicated delinquent or is admitted to any preadjudication program for a violation of section 6307 (relating to misrepresentation of age to secure liquor or malt or brewed beverages), or 6308 (relating to purchase, consumption, possession, or transportation of liquor or malt or brewed beverages), or 6310.3 (relating to carrying a false identification card), the court, including a court not of record if it is exercising jurisdiction pursuant to 42 Pa.C.S. & 1515(a)(6)(relating to jurisdiction and venue), shall order the operating privilege of the person suspended. A copy of the order shall be transmitted to the Department of Transportation.

* * * * *

Section 6310.6: Definitions.

The following words and phrases when used in section 6307 (relating to misrepresentation of age to secure liquor or malt or brewed beverages) through 6310.3 (relating to carrying a false identification card) shall have the meanings given to them in this section unless the context clearly indicated otherwise:

"Furnish." To supply, give, or provide to, or allow a minor to possess on premises or property owned or controlled by the person charged.

"Identification card." A driver's license, a Department of Transportation non-driver's identification card, or a card issued by the Pennsylvania Liquor Control Board for the purpose of identifying a person desiring liquor or malt or brewed beverages, a card which falsely purports to be any of the foregoing, or **any card, paper, or document** [emphasis added] which falsely identifies the person by name, photograph, age, or date of birth as being 21 years of age or older....

* * * * *

Ethnic Intimidation

The following section is excerpted from Title 18 of the Pennsylvania Consolidated Statutes:

Section 2710: Ethnic intimidation.

(a) Offense defined--A person commits the offense of ethnic intimidation if, with malicious intention toward the race, color, religion, or national origin of another individual or group of individuals, he commits an offense under any other provision of this article or under Chapter 33 (relating to arson, criminal mischief, and other property destruction) exclusive of section 3307

(relating to institutional vandalism,) or under section 3503 (relating to criminal trespass) or under section 5504 (relating to harassment by communication or address) with respect to such individual or his or her property or with respect to one or more members of such group or to their property.

(b) Grading--An offense under this section shall be classified as a misdemeanor of the third degree if the other offense is classified as a summary offense. Otherwise, an offense under this section shall be classified one degree higher in the classification specified in section 106 (relating to classes of offenses) than the classification of the other offense.

* * * * *

Hazing

The following sections are excerpted from Title 24 of the PA consolidated Statutes:

Section 5352: Definitions.

"Hazing." Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any organization operating under the sanctions of or recognized as an organization by an institution of higher education. The term shall include, but not be limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity which could adversely affect the physical health and safety of the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property. For the purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding.

* * * * *

Section 5353: Hazing Prohibited.

Any person who causes or participates in hazing commits a misdemeanor of the third degree.

SMOKING

Tobacco represents a definite health hazard. While the decision to smoke rests with the individual, the conditions where and when individuals may smoke on campus are determined by the College.

Smoking is not permitted in any public buildings on campus. In most residence halls, smoking is permitted inside a student's room, with the permission of the roommate. Smoking is not permitted in any residence hall outside a student's room. In some residence halls, smoking is totally prohibited. Questions regarding residence halls should be directed to the Office of Residence Life.

Anyone who smokes is asked to be considerate of non-smokers.

MOTOR VEHICLES

The Ursinus College campus is private property, and the College determines all motor vehicle regulations. All vehicles brought on campus must be registered with the Campus Safety Office in Wismer Hall within forty-eight hours. First year students must submit written requests to the Assistant Dean of Students, LD/SAO for permission to have automobiles on campus. To register cars, students must have their Ursinus College ID, the car registration, and the insurance card. Unregistered vehicles will be towed at the owner's expense. The registration fee is \$50.00 per vehicle (including motorcycles).

To help maintain the beauty of the campus, students must abide by the Ursinus College traffic and parking regulations. These regulations are set forth in detail on the automobile registration form. Special parking areas are marked. Yellow lines indicate staff parking only. Students must

also adhere to all state and local parking ordinances. A system of fines has been established to respond to violations of Ursinus parking regulations. All fines must be paid within 10 days of the date of issue. Failure to pay fines within 10 days will result in additional service charges when added to a student's account. Repeated violations (5 tickets in an academic year) will result in disciplinary action, which may include revocation of campus driving and parking privileges or towing.

Parking Guidelines for Ursinus College

This notice is in reference to all policies concerning parking here at Ursinus College. Due to the new construction here on campus, there appears to be fewer parking spaces for the members of the Ursinus community. The few spaces that have been lost are minimum to the overall parking available here on campus. Though not convenient, there are enough parking spaces to accommodate the number of cars on campus. It is the College's fullest expectation that all member of the college community will abide by and adhere to any and all parking regulations. In a small community such as ours here at Ursinus - students, faculty, and staff need to be responsible and respectful of all policies concerning safety and the well being of all community members. For students who live in the Residential Village area (Main Street college owned properties) parking is not guaranteed at those locations. Parking is limited to a few spaces at most Main Street locations and is first come, first serve. Students not able to park at a Main Street location are required to parking in one of the larger lot located throughout campus. Listed below are the guidelines concerning campus parking, should you have any questions, comments, or concerns in regards to these guidelines, you may address them at the Campus Safety Office.

1. All cars must be parked on paved or conditioned surfaces i.e. macadam/blacktop/stone (There is no curbside parking on campus).
2. No parking on grass, dirt, or wedged in between tress.
3. All cars must be registered with the Campus Safety Office. Each car that is parked on the campus must be registered. One sticker does not apply to every car in the family. Stickers are not transferable to other household cars. Faculty/Staff may register their cars with Kelly Williams in the Personnel Office location in Corson Hall.
4. All visitors to campus must register their car with the Campus Safety Office located in Wismer Hall. A temporary permit will be issued for the length of stay involving the car/visitor while on campus. (This pertains to visitor who are on campus for more than three (3) hours and who park outside of the Corson Visitors lot.
5. Parking stickers must be displayed on the driver side of the car in one of the following places: the rear window, or the rear bumper.
6. Students must park in areas designated for students; freshmen must park in Lot B, which is closest to the Helfferich construction site. (just off of the Reimert parking lot). **Student** parking is designated by **white** line. **Yellow lines designate Staff/Faculty parking**. Parking outside of designated areas will be ticketed.
7. Students, faculty, or staff should not park in the Corson Visitors lot during business hours (8:00 am – 5:00 pm) All vehicles parked in the Corson staff lot must be in lined spaces and not wedged in between trees or parked on dirt/grass.
8. Vehicles are to be towed immediately if they are blocking parking lots, fire lanes, loading docks, are parked in handicapped spaces without handicapped tags or badges.
9. If there are any questions concerning these guidelines, please contact Todd McKinney – LD/SAO x2257 for student concerns and Win Guilmette – Finance & Administration x2447 for faculty/staff concerns

The various offenses which fines will be issued for are listed below will the amount of the fine;

Parked in staff/faculty area - \$25.00

Parked improperly in parking area - \$25.00

Parked illegally outside of designated area - \$25.00

Parked in handicapped space - \$100.00

Driving at excessive speed - \$25.00

Parked on grass/lawn - \$35.00

Parked on sidewalk - \$35.00

No Decal - \$25.00

Parked in fire lane - \$100.00

Blocking Trash Dumpsters - \$65.00

I.D. CARDS

In order to provide for the identification of every member of the Ursinus community, students, faculty and staff are given identification cards. Students must carry these cards at all times and present them for inspection when asked by authorized persons. In addition to identification, these cards have a value placed on them by the Wood Dining Service to pay for the specific meal plan in Ursinus. In addition, the bar code allows students to check out books in the Myrin Library.

To obtain a replacement ID, a student must do the following: Go to the Campus Mail Center in the Physical Plant building and present some other form of photo ID with a signature. The cost of the replacement card is \$10.00. It is important to then go to the Wood Food Service office to have the new card validated so you can enter the Dining Room.

Remember: Presentation of a valid ID card is required for access to the Dining Hall.

BICYCLES

Students may have bicycles on campus. Cyclists are asked to ride on roads and sidewalks. Since the College cannot be responsible for theft or damage to bicycles, bring security devices and note the bike's serial number. Bicycle storage is the personal responsibility of the owner. They should not be stored in halls, reception rooms, or stairways. Bike racks are available outside some academic buildings and residence halls.

STUDENT MAIL SERVICE

GENERAL INFORMATION

Each new student will be assigned a keyed mailbox and a permanent MSC (Mail Stop Code) number. Returning students keep their previous numbers.

The mailboxes are located in Wismer Hall, Lobby B, and are accessible 24 hours a day. Mail is sorted to the boxes Monday through Friday, and we attempt to have all mail sorted by late afternoon each day. Please do not enter the Student Mail Room. If you lose your mailbox key, contact the Residence Life Office for a replacement. The fee for a replacement key is \$10.00.

If you receive a package or accountable mail, a package slip will be placed in your mailbox. To obtain your package, bring the package slip and your Ursinus College I.D. (required) to the Mail Center, which is located in the Physical Plant at the eastern end of the campus. The Mail Center is open Monday-Friday, 8:00 A.M. to 4:15 P.M. We are closed Noon to 1:00 P.M. each day. To contact the Mail Center, dial extension 2483.

Although we do not sell stamps, we can apply postage to your outgoing mail. Parcels may be shipped as well. However, please have parcels ready for shipment. The Mail Center cannot package items for you. PLEASE REMEMBER TO USE YOUR MSC NUMBER ON ALL MAIL AND PACKAGES!

INTRA-CAMPUS MAIL

If you wish to send mail to faculty, staff, or other students, you may use the intra-campus mail system. To do so, present the mail to the Mail Center or a departmental secretary. Be aware that all student mail must include MSC numbers. If you have numerous pieces of student mail, please rubber band and have in numerical order.

MAIL FORWARDING

Mail is forwarded to your home address during winter and summer vacations. If you would like your mail sent somewhere other than your home address, you must complete a form that is available at the Mail Center.

For students with international addresses, your mail may be held here or forwarded to an U.S. address.

For those students staying on campus during vacations, please notify the Mail Center in order to have your mail held here.

If you will be studying abroad, or visiting elsewhere, your mail will be forwarded to your home address (unless you have an international address). No mail will be forwarded out of the U.S.

For graduates and those not returning to Ursinus, your mail will be forwarded for up to 6 months. However, we ask you to make address corrections as soon as possible.

ADDRESS FORMAT

For mail and postal packages:

Jane Q. Student MSC 1001
Ursinus College
P.O. Box 8000
Collegeville, Pa. 19426-8000

For UPS, Fed. Ex., etc. use:

Jane Q. Student MSC 1001
Ursinus College
601 E. Main St.
Collegeville, Pa. 19426-8000

DO'S AND DON'TS

DO:

- Include your MSC number on all mail and packages.
- Use Delivery Confirmation (tracking) on packages sent via USPS (Post Office).
- Consider using a guaranteed service (UPS, Express Mail, Fed. Ex., etc.) for any mail or packages that are very important, or needed quickly.

DON'T:

- Send or receive cash through the mail.
- Request Saturday delivery of packages or mail (Saturday mail services are not available).
- Conduct a business through the Ursinus Mail Center (Please use the Collegeville Post Office).

WELLNESS PROGRAM AT URSINUS

The Wellness Program at Ursinus is designed to encourage students to develop a life-long commitment to mental, physical, and spiritual well-being. The Wellness Center Staff, the College Chaplain, the Department of Exercise and Sports Science, and the Student Life Staff are all active in the Wellness Program.

The Wellness Center Staff assists those working and learning in the area of wellness. Students are encouraged to come to the Wellness Center with any health/lifestyle questions. The Wellness Office is located in Sprinkle Hall and is open from 9:00 a.m. - 6:00 p.m., Monday through Friday.

Students seeking medical treatment should follow these steps:

Emergencies: Call an ambulance - 911.

Non-emergencies: Medical services may be obtained through the Wellness Center, 610-409-3100 or campus extension 2412, weekdays from 10:15 a.m. - 6:00 p.m. by appointment only. During the fall and spring semesters these services are offered by Brookside Family Practice, a local medical group. Physicians, a Physician Assistant and Nurse Practitioners from Brookside Family Practice offer routine medical and gynecological services during scheduled appointments Monday through Friday at the Wellness Center. Physicians are on call for Ursinus students 24 hours a day. Students may call their answering service at 610-948-1533 during off-hours. It is important that Ursinus students identify themselves as such.

It is important that students use prescription medications only at the specific direction of a Physician or Physician's Assistant.

All hospital care and all medical tests are charged directly to the student by the provider.

All students must be covered by medical insurance and complete a Medical History Form clearly identifying that insurance policy. In addition, all students must complete an Annual Insurance Verification Form indicating proof of health insurance in order to be enrolled. A minimal and optional medical insurance policy against sickness is available through the college. Information about insurance available through the college may be obtained from the Wellness Center.

Medical History Forms must be completed with up-to-date immunization records. Students who do not submit this information will not be permitted to register. The medical records from the Wellness Center will be kept for 7 years beyond expected graduation date.

Students who become ill or have an accident must report this act promptly to the Wellness Center, to Security, or to the Resident Assistant on duty in their residence hall. Students who leave college because of illness must report to the Wellness Center, the Resident Assistant on duty in their residence hall, and the Dean's Office before leaving and again after returning to campus.

The Wellness Center is staffed with a counselor who can assist students with the following issues: study skills, conflict mediation, relationship problems, grief, eating disorders, anxiety, depression, drug and alcohol related problems, physical and sexual abuse, traumatic experiences, and suicidal ideation. If more extensive treatment is required, the counselor makes referrals and works closely with a variety of mental health providers. Appointments can be scheduled through the Wellness Center on weekdays.

RELIGIOUS LIFE POLICY

Mission Statement for Ursinus College Religious Life

Members of Ursinus College Religious Life hold the conviction that there is an integral relationship between religious faith and sound learning. Religious Life seeks to provide students with a means to express their faith, if they wish to do so, in a safe, respectful, and open manner. The Office of the Chaplain and various religious campus organizations provide students with the opportunity to enrich their spiritual lives and fellowship with one another. Through Religious Life guidelines and covenant, those involved in religious activities uphold respect for, and cooperation with, fellow students and faculty seeking a fulfilling religious, as well as academic, experience here at Ursinus College.

Religious Student Group Registration Process

Religious groups or organizations wishing to be active on campus must complete an application, which is available through the chaplain's office. Basic requirements for forming a new religious group on campus are:

1. Have at least five student members
2. Have a student sponsor
3. Have a faculty sponsor
4. Be a religious group with some religious tradition.

Maintaining a relationship with the chaplain's office is beneficial to both the student group and chaplain's office. Students often request information from the chaplain about religious organizations on campus. As a registered religious student group, the organization can be publicized by the chaplain's office to interested students. Registration of religious student groups with The Office of the Chaplain also ensures that organizations engage each other with mutual respect and adhere to guidelines of conduct.

Guidelines for the Conduct of Religious Organizations

Literature: Only organizations registered with Religious Life may publicize on campus, and the office of the chaplain must be notified. All forms of literature, postering, advertisements, or other forms of publicity (i.e. phone calling, mailings, etc.) are subject to Student Government guidelines. All literature must contain the name of the sponsoring group, the name of an Ursinus student contact, and her/his phone number. Deceptive or misleading information in organization literature or posters is a violation of Religious Life guidelines.

Conduct: The college endorses and promotes the free exchange of ideas in all areas, including matters of faith and religious belief. Proselytizing, as it poses an infringement upon individual freedom of thought is prohibited. Proselytizing is here defined as any organized or repeated attempt to convert another person to a religious faith, tradition or organization, especially where the recruiter has initiated the contact.

Neither religious workers nor the students of religious groups may make blanket or random visits to students' rooms. If at any point a student wishes to break off involvement with a religious group or refuse an invitation, his/her desire must be honored immediately. Any infractions will be reported to the Chaplain and resolution will be determined in consultation with the Dean of Students.

Meetings: All religious groups registered with the Office of the Chaplain may use college space for meetings and worship. Room reservations must be made through the appropriate college office.

Religious Advisors: Religious advisors serving on the Ursinus College campus must be registered with the Office of the Chaplain. The office of the chaplain supports the work of all religious advisors by offering administrative support and serving as a communications link with the college community. Religious advisors are accountable to the chaplain for upholding Religious Life guidelines. Religious advisors are asked to gather each semester with the chaplain to reflect on campus life and issues pertaining to the religious and spiritual well being of the college community. Any advisors serving a religious group at Ursinus College must sign a letter of understanding outlining college procedures.

Residence Life

Living within a community involves many obligations and responsibilities. Residents are expected to show consideration for fellow residents, to respect college property, and to assume responsibility for their personal conduct as well as that of their visitors. Residents are responsible for familiarizing themselves with all the policies and procedures of the residence halls.

Students who do not abide by the residence hall policies, or do not comply with staff requests, are subject to disciplinary action.

OPENING & CLOSING OF RESIDENCE HALLS

At the opening of the school year, residents must complete a room inventory form to assess the condition and contents of the room. This form should be reviewed with and collected by the Resident Assistant (R.A.) or House Coordinator (HC). At the close of the school year, the student must review this form with the R.A./H.C. and sign it. Students will be billed for damages and missing items.

Furnishings may not be moved from room to room, into the hallways, or from building to building without authorization from the Residence Director. Doors and walls in hallways should not be marked in any way. Decorations placed in a student's room must not damage walls, woodwork, or ceilings. Repairs needed in the residence halls should be reported to the R.A./H.C. or to the Residence Director.

The resident is responsible for all furnishings supplied for the residence halls by the college at the time of occupancy. Charges will be made for loss or damage to the room or to its furnishings. Each student is responsible for the appearance and cleanliness of the residence hall room and the common area. If a residence area is found to be excessively trashed or worn, residents will be fined.

The exterior of buildings and other public areas may not be decorated without permission from the Residence Life Office. Public signs, dining hall, and laboratory equipment are not permitted in the rooms. Waterbeds are also prohibited. Residence hall rooms contain extra-long beds, which require special linens to comfortably fit the mattresses. The Residence Hall Association has arranged to conveniently provide these extra-long linens to resident students. Information is mailed to students in the summer. For more details, students can call 800-957-4338 or check out the company's website at www.rhl.org. Rooms may not be occupied:

- a. By new students prior to the date specified in the Orientation Program.
- b. By any other student before noon the day preceding the first day of classes.
- c. By students that have not received prior permission from the Residence Life Staff for college-related activities.
- d. At any time other than while the college is in session.

Residence halls will be closed at 5:30 p.m. on the last day of classes preceding vacations and will be opened at noon the day preceding the resumption of classes following vacations. When leaving the residence hall for short closings, the student is responsible for doing the following:

- a. Losing and locking windows; drawing shades
- b. Unplugging all electrical equipment
- c. Turning off lights; locking door
- d. Removing all perishable items
- e. Removing all trash from individual rooms and common areas

RESIDENCE HALL DOORS

Key Replacement: An exterior building key and individual room key will be issued to residents of each hall. If a student loses a key, they must report to the Residence Life Office for a replacement. There will be a \$10.00 per key fee charged for the replacement. If room keys are not returned at the close of the academic year, the student will be charged \$20.00.

Tampering with Exit Systems: There should be no tampering with the exit system, including interfering with the alarm and/or lock mechanisms, and/or propping doors. Tampering with exits, locks, or doors jeopardizes the safety and welfare of individuals in the affected living unit.

ROOM SELECTION/LOTTERY

Room selection for returning students occurs during the latter half of the spring semester. All bills must be reconciled with the Business Office in order to participate in the Room Lottery and Selection process. Rooms are selected through a lottery system. Separate lottery pools are used for each class, with preference given first to advanced credit juniors, then to current juniors, then to

current sophomores, and then to current freshmen. More specific information about room selection is distributed to all resident students midway through the spring semester.

ROOM CHANGE POLICY

Room changes for resident students will be considered on an individual need basis. Any students requesting a room change must first discuss their need for change with their R.A./H.C. The R.A./H.C. will attempt to help resolve any conflict occurring between the student and his or her roommate(s).

If a need persists, the student may apply for a room change with the Residence Director. A \$100.00 service fee will be charged to all students involved in an unauthorized room change and "squatter's rights" will be forfeited. Second offence of the Room Change policy will result in a \$150.00 service fee plus loss of all privileges to participate in the next year's Room Lottery and Selection Process. Any change made without the permission of the Residence Life Office will be considered an unauthorized room change. The college reserves the right to change or cancel room assignments in the interests of health, discipline, security, energy, improvement of the educational environment, or the general welfare of the college community.

FIRE REGULATIONS

The following activities are prohibited in the residence hall:

1. Playing with fire.
2. Possession/lighting of fireworks, smoke bombs, explosives, or corrosive or flammable chemicals.
3. Disposing of cigarettes negligently.
4. Burning candles.
5. Overloading electrical sockets.
6. Tampering with fire extinguishers, smoke detectors, or fire alarms (punishable by a \$100 fine).
7. Possession and use of halogen lamps.

Evacuation Procedures: In the event that a fire occurs in a building, the following procedures will apply for all residence halls:

1. Sound alarm to notify the residents of the residence hall.
2. Immediately place a call to the Fire Department, **911 (dial 9- 911)** giving the location of the fire by building and floor.
3. Students are to leave building in an orderly manner and evacuate by the nearest available exit.
4. Rooms should be closed, not locked.
5. The Resident Assistant/House Coordinator and Residence Director are responsible for their floor or residence hall in seeing that the occupants of each room have evacuated the building.
6. The Resident Assistant/House Coordinator or Residence Director should stand by to give information to the fire company.
7. If students are not permitted back in the building, instructions will be given to the students for temporary housing assignments.
8. **False Fire Alarm** is classified as a misdemeanor of the first degree, and the maximum sentence is up to five years in prison, or a \$10,000 fine, or both.

In the event a fire alarm sounds, all students are expected to evacuate the building according to the guidelines outlined above.

GENERAL POLICIES

1. A student who is no longer enrolled must remove all personal effects from the residence halls within 24 hours.
2. Small portable refrigerators (3 cubic ft. maximum) and air conditioners are permitted. Air conditioners must be registered at the Residence Life Office. There is a registration charge of \$50.00 per year, or \$25.00 per semester to register an air conditioner.
3. Formal or informal athletic activities should be confined to the proper playing fields or gyms. Such activities are prohibited within the residence halls.
4. Students are not permitted on the roofs of campus buildings.
5. Keeping animals, except fish, in residence halls is forbidden.
6. No solicitors or photographers are permitted in any residence hall without the authorization from the Director of Residence Life.
7. **Property Loss:** The College shall not be directly or indirectly liable during the academic year or during vacations, for loss or theft of any personal property of students or their guests or for damage or destruction of such property by fire, water, or any other cause. Occupants of all residence halls are advised to procure personal insurance against such eventualities. Each student should keep a record of the identifying serial numbers carried on all personal property. Large sums of money should be deposited in a bank account. Any loss or theft should be reported immediately to the Office of Campus Safety. In case of theft, students should notify the police and file a report.
8. A student is expected to be fully clothed at all times when appearing in the public areas of residence halls, offices, or campus.
9. There will be no refund of room charge to a student who withdraws, is suspended, or is dismissed from college during a term or to a student who remains in college but changes from resident to commuter status.
10. Washing machines and dryers are located in residence halls and are provided as a convenience for resident students. Service calls on inoperative equipment should be directed to the Residence Life Office, ext. 2425. Residents will be held responsible for damage to laundry equipment.
11. Cable television service is provided in most residence halls at no additional charge.
12. Disorderly conduct will not be tolerated.
13. **Noise Policies:** Courtesy and consideration for the reasonable expectations of others are essential if a harmonious atmosphere is to be maintained in a residential setting. While Resident Assistants/House Coordinators, Resident Directors, Campus Safety officers, and duty deans will act to stop unreasonable noise, the primary responsibility for keeping noise at a reasonable level rests with each individual student. Appropriate college authorities must be notified if noisy situations exist. College policies as to noise levels vary by hour and location, as set forth below. Violations of these policies will result in disciplinary action.
 - a. **Courtesy Hours:** During these hours it should be possible for the average person to study in the residence hall, house, or suite. Noise should not be audible outside the hall, house, or suite. Courtesy hours are in effect in a residence hall, house, or suite whenever approved social events or quiet hours are not in effect.
 - b. **Quiet Hours:** During these hours, noise should not be audible outside the individual room. Quiet hours are in effect in every residence area from 12:01 a.m. 9:00 a.m. Monday through Friday and from 2:00 a.m. to 9:00 a.m. on Saturday and Sunday. Certain residence areas have more restrictive quiet hours set by the college or by the residents. Common rooms, lounges, and other relatively isolated areas are recommended for larger group activities. Stereos, radios, musical instruments, and televisions should be played at reasonable times and at a volume that will not interfere with the study or sleep of other students.
14. Students may not paint their rooms. Residents of Reimert must obtain permission from the Resident Director before painting any special effects in their suites. The suite doors of

Reimert may not be painted or altered in any way.

DAMAGES & REPAIRS

Residents shall be held liable for repair to buildings and furnishings and public areas beyond that due to ordinary wear. Charges will be made upon determination of the cost of repairs or replacement and will be levied as follows: to an individual who accepts responsibility for the damage; or to the occupants of the room where the damage was done and when direct responsibility is not placed; or to all occupants of a floor or hall for damages to corridor walls, doors, closets, and bathrooms on that floor or hall, except when direct responsibility is placed. Monthly inspections are conducted by the Resident Director of each area. The results of these inspections will be posted for student review by the 20th of each month.

FIXED REPAIR RATES

Replace thermostat.....	\$60.00	area.....	\$15.00 per sq. yd.
Tampering with heating valves.....	\$50.00	Clean excessively dirty carpet.....	\$50.00
Replace damaged furniture.00		Replace baseboard heat unit.....	\$75.00
service fee plus cost as follows:			
Desk chair	\$90.00	Replace broken shower head.....	\$25.00
Desk.....	\$330.00	Replace broken light fixture or glass	\$80.00
Bed frame & spring.....	\$198.00	Replace clock	\$105.00
Mattress.....	\$71.00	Replace shade.....	\$25.00
Dresser.....	\$375.00	Replace broken window up to 12x12"	\$40.00
Repair lock.....	\$25.00	Replace broken window over 12x12"	\$60.00
Replace lock.....	\$150.00	Replace broken tempered door glass	\$150.00
Replace door strike.....	\$25.00	Replace thermal window glass (room).....	\$120.00
Replace interior door.....	\$250.00	Replace Campus light pole.....	\$600.00
Replace exterior door up to 36" width.....	\$350.00	Replace Campus pole and light.....	\$1400.00
Replace exterior door over 36" width.....	\$350.00	Assemble bed (student disassembled) ...	\$25.00
Replace special exterior door.....	\$350.00	Replace broken or missing desk drawer	\$50.00
Replace double door panic bar.....	\$200.00	Replace broken or missing mirror.....	\$50.00
Replace single door panic bar.....	\$100.00	Replace bathroom mirror.....	\$75.00
Repair panic bar.....	\$70.00	Replace toilet partitions (per piece)	\$200.00
Replace wooden door jamb.....	\$75.00	Replace toilet tissue holder	\$15.00
Refinish door-strip & refinish.....	\$100.00	Replace broken toilet.....	\$200.00
Repair hole in wall 12x12".....	\$100.00	Replace broken sink.....	\$200.00
Repair hole in wall over 12x12".....	\$150.00	Replace faucet handles	\$12.00
Repair mail box.....	\$40.00	Replace single lever faucet	\$100.00
Repaint wall.....	\$100.00	Replace missing shower curtain bar.....	\$25.00
Repaint room.....	\$150.00	Replace broken light switch.....	\$25.00
Open clogged sink trap.....	\$25.00	Tampering with or discharging fire extinguishers, smoke detectors, fire alarm pull boxes.....	\$100.00
Open clogged toilet.....	\$50.00	plus, contractors fees if necessary	
Replace missing switch covers.....	\$20.00	Lounge Furniture – Sofa.....	\$600.00
Replace laundry coin slides.....	\$85.00	Chair	\$300.00
Clear/remove excessive trash.....	\$100.00	Broken Cable/Date Outlet.....	\$50.00
Clean/remove moderate trash.....	\$50.00	Rehang closet door.....	\$10.00
Clean/remove minor trash.....	\$25.00	Replace bed from storage, complete	\$25.00
Clean off door excessively damaged.....	\$10.00	Replace bed from storage, partial	\$10.00
Remove non-college furniture (1 pc).....	\$25.00	Replace college telephone	\$35.00
Replace missing receptacle covers.....	\$20.00	Replace thermostat.....	\$60.00
Clean refrigerator.....	\$50.00	Replace mechanical door closures.....	\$75.00
Clean walls.....	\$25.00		
Replace carpet in student room or common			

Exit Sign	\$125.00	Replace phone cord	\$10.00
Return college furniture/items to room (1 pc).....	25.00	Graffiti removal charge	\$50.00
Replace discharge vent on air conditioning/heat Unit	\$50.00	Touch-up paint due to vandalism	\$50.00
Replace passage set on door	\$25.00	Replace towel bar	\$15.00
		Tampering with door alarms.....	\$100.00

Judicial System

The Judicial System of Ursinus has the goals of (1) supporting the academic and student life programs of the college and (2) providing a beneficial educational experience to the person accused and to other participants in the judicial process.

DISCIPLINARY AUTHORITY

All authority for discipline is vested in the Board of Trustees of Ursinus College, which has delegated full and final authority and responsibility for disciplinary action to the President of the College. Because Ursinus is a private college in which disciplinary authority rests with the Board of Trustees, significant differences exist between college judicial process and state or federal judicial process. Because of the educational role of the disciplinary process, it is important that careful attention be paid to the validity of evidence and to the protection of those affected by violations of college policy. However, only those judicial rights and processes specifically set forth in the **Student Handbook** are extended to students by the College.

The Charter and By-laws of Ursinus College and the contractual relationship mutually agreed upon by Ursinus College and each student authorize the College to establish, interpret, and administer disciplinary rules and procedures.

The judicial process includes both normal and abbreviated procedures as set forth below.

NORMAL DISCIPLINARY PROCEDURES

Unless abbreviated disciplinary procedures are deemed by the President to be appropriate, disciplinary decisions will be reached by the Dean of Student Life and the Judiciary Board. Prior to the execution of normal disciplinary procedures, the President may, if circumstances warrant, direct a student to leave the campus and return only on conditions defined by the President.

1. The **Dean of Student Life** is responsible for the accumulation of the facts pertinent to all disciplinary situations, for the presentation of these facts to the Judiciary Board, and for deciding on disciplinary action when so directed by the executive committee of the Judiciary Board. In this fact-finding process, all students, including the accused, are expected to participate candidly and responsibly. The purpose of this fact-finding process is to produce an accurate statement of those matters relevant to the possible infraction and to the disciplinary responses, which could be made.
2. The **Judiciary Board**, a faculty-Ursinus Student Government Association (USGA) joint committee, is responsible for overseeing the disciplinary fact-finding of the Dean of Student Life and, through its executive committee, for deciding whether a given disciplinary decision should be made by the Board or the Dean of Student Life. The faculty of Ursinus College elects three primary and three alternate faculty members to the Judiciary Board. The Ursinus Student Government Association elects three primary and three alternate student members to the Judiciary Board. The faculty elects one additional faculty member to chair the Judiciary Board. The chairperson votes only in the case of a tie.

The Dean of Student Life will discuss all disciplinary cases with an executive committee comprised of three members of the Judiciary Board who were selected by the board. Both faculty

and students must be represented on the executive committee. This discussion is designed to provide the Judiciary Board with the opportunity to hold a hearing if it deems this to be advisable. The executive committee will either (a) instruct the Dean of Student Life to proceed to make and carry out a disciplinary decision or (b) will call a full hearing of the Judiciary Board.

If a majority of the members of the Judiciary Board executive committee so desire, or if requested by the Dean of Student Life, or if requested by the accused, the Judiciary Board will hold a hearing to examine the evidence presented by the Dean of Student Life and the accused and make an appropriate disciplinary decision.

3. A **Judiciary Board Hearing** shall be held only after the accused has had at least 24 hours to review and respond to the charges and an additional 24 hours to prepare for the hearing. An extension of time may be granted by the Chairperson of the Judiciary Board. Notification of the charges by the Dean of Student Life shall be in person and in writing and in the form of a statement of sufficient specificity and clarity that the student is reasonably able to understand the nature and extent of the allegations being made. This notification of charges must include the time and place of the hearing, a statement advising the accused to seek counsel from the Executive Board of the USGA, and a list of witnesses and documents to be presented at the hearing. The Dean of Student Life will distribute the charges and the response to the Judiciary Board before the hearing.

Closed Hearing: Hearings shall be closed unless the student requests an open hearing. A closed hearing is attended by the board, the accused, the campus friend, and the Dean of Student Life. Witnesses attend only for the limited time in which they give testimony. Others may be present only upon agreement of the accused and the Chairperson of the Judiciary Board.

Open Hearing: A request for an open hearing shall be granted subject to the following conditions: (1) the student shall communicate the request in writing to the Dean of Student Life or the chairperson but no later than 24 hours preceding the hearing, clearly identifying the benefits of an open hearing to the disciplinary procedure. (2) the hearing shall be open to all current students, faculty, administration, and those others approved by the chairperson; (3) the chairperson may, after due warning, clear the hearing room of any or all persons whose department interferes with the proper conduct of the hearing.

Right of Challenge: The student may challenge the presence of any member of the Judiciary Board on the basis of bias or preformed judgment. Such challenge shall be presented in writing to the Dean of Student Life or the Chairperson of the Judiciary Board 24 hours before the meeting of the board. If the party concurs with the challenge, the party withdraws from the board. If the party does not concur with the challenge, remaining members of the board decide whether the party should remain on the Judiciary Board. Any member who withdraws or is removed from the board will be replaced by an alternate from the list of faculty or students as appropriate.

In addition to challenge for bias, the student may challenge one member of the board with no stated reason. This challenge will be transmitted in writing to the Dean of Student Life or the chairperson 24 hours before the board meets in order that an alternate be called.

Campus Friend: It is the right of the student to have a member of the campus community present at the hearing. The campus friend, while not a defense counsel is (a) a person with whom the student can discuss the situation with complete confidence; (b) moral support to the student at the hearing; (c) a witness to the observance of these procedures and the general fairness of the hearing; and (d) an observer whose opinion the President may consider in case of appeal.

The campus friend must be a current student, faculty or staff member, or administrator at Ursinus College and may speak in the student's behalf to whatever extent the student and the campus friend agree is necessary to present the student's case and to protect the student's interest. The person may not be connected with the case in any way before assuming the position of campus friend, and the conduct of the campus friend must accord with the procedures and rulings of the authority hearing the case.

Evidence: The Dean of Student Life, or a designee, and the accused, or the campus friend is authorized to present evidence to the board. The Judiciary Board shall receive all evidence presented which it deems relevant to the case. Members will weigh all evidence carefully to determine its reliability.

False Statements: Persons knowingly making false statements or misrepresentations to the Judiciary Board will be subject to severe disciplinary action in accordance with these judicial system procedures.

Participation of the Dean of Student Life and the Accused: It is the right of the Dean of Student Life and the accused to be present during the part of the proceedings where charges are being heard and evidence is being presented. The Dean of Student Life and the accused may question any statements made or witnesses and documents presented. When the Judiciary Board debates and votes upon the charges and the penalty to be assessed, no nonmembers may be present.

Conduct of the Chairperson: The Chairperson of the Judiciary Board shall allow only evidence that can be shown to be relevant to the factual issue at hand.

Hearing Agenda: Judiciary Board hearings are not designed to be bound by complex rules and regulations. The following outline agenda will serve to guide participants but may be modified in appropriate situations at the discretion of the Judiciary Board.

1. Statement of charges by the Dean of Student Life.
2. Comment on charges by the accused.
3. Presentation of fact-finding report and any witnesses and documentary evidence by the Dean of Student Life.
4. Presentation of a statement, witnesses, and documentary evidence by the accused.
5. Summary statement by the Dean of Student Life.
6. Summary statement by the accused.
7. The Judiciary Board will then recess the hearing and meet privately to reach a decision as to guilt or innocence. The board should seek a consensus whenever possible. In the event of a tie vote, the board will discuss the matter before taking a second vote. If the tie persists, the Chairperson of the Judiciary Board will then vote.
8. If a finding of guilt is made, the board shall reconvene the hearing and hear evidence from the Dean of Student Life and the accused regarding appropriate disciplinary action. A recommendation as to penalty may be given by the accused and/or the Dean of Student Life.
9. The Judiciary Board will then adjourn the hearing and meet privately to make its decision regarding disciplinary action. Voting procedures will follow those set forth in (7), above.
10. The Judiciary Board will notify the President, the accused, and the Dean of Student Life of its decision as soon as possible. Written notification shall be given within four days.

Appeals: Disciplinary decisions of the Judiciary Board may be appealed to the President by either the accused or the Dean of Student Life. Decisions of the Dean of Student Life may be appealed to the President by the accused. Appeals must be made in writing within seven days of the original decision. The President's decision is final.

ABBREVIATED DISCIPLINARY PROCEDURES

In general, disciplinary actions should be taken according to the normal disciplinary procedures set forth above. Under some unusual circumstances, however, the President may find it necessary to abbreviate normal disciplinary procedure. While it is not possible to make a definitive statement of all situations which might be deemed by the President to require an abbreviation of normal procedures, the following are examples of some such situations: violations which pose a danger to the violator or to others, violations of federal, state, and local laws, and violations which occur when the regular fall or spring semesters are not in session.

Whenever possible, these abbreviated procedures should include (a) advising those accused of the charges and discussing the facts with them, (b) informally discussing the findings of fact and proposed penalties with the Judiciary Board, with the hope but not the requirement for agreement between the Judiciary Board and the President, (c) reaching a decision by the President within 48 hours of formally advising the accused of the charges.

Pending resolution of both the abbreviated and the normal disciplinary procedures, the President may direct a student to leave campus and to return only on conditions defined by the College through the President.

DISCIPLINARY PENALTIES

All disciplinary penalties should be designed to protect the welfare of other students and the integrity of the College's academic and social programs, focus the attention of the offender upon the unacceptable nature of the infraction, and provide the best chance for the offender to reform her or his pattern of conduct. Parents or legal guardians will be notified of sanctioning for drug or alcohol offenses of students under the age of 21.

The following are descriptions of some of the more common disciplinary actions, which may be taken; other appropriate sanctions, however, may be chosen.

Disciplinary Warning: Indicates by written notification that a student's behavior is in violation of college regulations. Further misconduct may result in more serious action, which could be suspension or dismissal from Ursinus. This disciplinary action may be used in combination with others.

Disciplinary Probation: Indicates a stringent written warning issued in response to more serious or frequent violations of college regulations. Probationary status is issued for a stated period of time. While on probation, the student may not represent the college in public events (e.g. intercollegiate athletics, musical organizations, etc.), hold office in any college organization, participate in student teaching or study abroad. Scholarships received from Ursinus College will be reviewed by the College Scholarship Committee. Other specific restrictions or disciplinary actions may be determined. Any further disciplinary problems may result in suspension or dismissal.

Suspension from Residence Halls: Prohibits the student from residing in any college residence hall on either a temporary or permanent basis. In the event that this action is for a stated period of time, the student may reapply for college housing. Specific additional restrictions in relation to residence halls may also apply.

Suspension from the College: Separates the student from the college for a stated period of time. Such separation prohibits attendance of any classes, social events, or other functions, or visiting the college grounds or buildings except by written permission from the Dean of Student Life. The student will receive F's for all classes during the affected semester. The student may not return to the college until the stated period of suspension is completed.

Dismissal: Separates the student from the college. Such separation prohibits the student's presence on college grounds. The student will receive F's for all classes enrolled in during the affected semester. This action is part of a student's permanent record

Restitution: Reparation will not substitute for punitive action. The hearing officer or body may also require restitution for damages or other payment for expenses incurred as a result of the student's behavior.

Service Project: If agreed to by the offending student or student organization, a college or community service program of activities may be arranged.

Constitution, Charter, or By-law: If a student organization is found to have violated college regulations, disciplinary action may include the modification, suspension, or revocation of the group's constitution, charter, or by-laws, in addition to other appropriate sanctions against the group or its members.

Restrictions of Activity: Prohibits the offender from engaging in specified activities or actions. Disciplinary action may be taken against organizations as well as individual students.

A call to appear before the President, the Judiciary Board, the Dean of the College, the Dean of Student Life, or the Faculty of Ursinus College takes precedence over all other duties. Students must respond promptly to such a call.

Commuting Students

A small proportion of the students at Ursinus College commute to campus. To accommodate the needs of the commuting student, lockers, lounge facilities, mail delivery, and kitchen facilities are available in the Commuter Lounge in the basement of Bomberger Hall. The Lounge is open from 7:00 a.m. - 11:00 p.m.

The Lounge is the home of the Organization of Commuting Students (OCS), which attempts to integrate commuting students with the rest of the college community. The OCS sponsors activities and acts as a support group for commuters. The OCS meets weekly in the Commuter Lounge (see the Gazette for meeting dates and times.)

The commuting students have a direct link to the administration and resident students through the Director of Leadership Development. The Director advises the group with regard to programming and integration with the rest of the campus.

Commuting students can have a voice in the life of the College by serving as members of the Ursinus Student Government Association (USGA), which meets weekly, and by representing the commuters on various campus committees.

Commuting students are encouraged to make use of all campus facilities and services. They may take meals in the dining hall (see Dining Room Regulations for times and prices). The college snack shop, Zack's Place, and the Lower Lounge of Wismer Center are also frequented by many commuting students.

Dining Hall Regulations

Ursinus College Dining Services welcomes your suggestions. Comments are always appreciated.

Unless otherwise announced, the first meal served following vacations or breaks will be breakfast the day classes begin. The final meal served will be lunch the day classes or examinations end.

1. Hours

Main Dining Room Hours of Operation

Hours	Monday - Friday
Breakfast	7:30 a.m. - 10:15 a.m.
Lunch	11:30 a.m. - 1:30 p.m.
Dinner	4:30 p.m. - 7:00 p.m.
Friday Dinner	4:30 p.m. - 6:00 p.m.

Saturday & Sunday

Brunch	11:00 a.m. - 1:30 p.m.
Dinner	4:30 p.m. - 6:00 p.m.

Students are required to present I.D.s at all meals.

The Dining Hall will be open during scheduled meals only.

2. Guests

Guests of students and non-resident students who are not on the board plan are required to

make cash payments for meals to the cashier before entering the dining room. Alternatively, resident students may pay for guest meals with Zack Power, Bonus Zack Power or Bonus Meals.

Prices paid to checkers for guests and non-resident students are as follows:

Breakfast \$4:00 Lunch \$5.95

Brunch \$5.95 Dinner \$7.25

Commuting students may make arrangements for various meal plans. Please pay the Business Office and then go to the Dining Service Office to activate your meal card

10 Meals: \$50.00 (\$5.00 per meal)

50 Meals: \$220.00 (\$4.50 per meal)

25 Meals: \$120.00 (\$4.80 per meal)

3. Bonus Meals

Each boarding student will be issued 2 bonus meals per semester. These entitle students to 2 Restaurant Nights of their choice. Restaurant Night is a special served dinner that you can sign up for every month. Your Bonus Meal may also be used to pay for a guest.

4. Bag Meals

Any student or group of students on the meal plan may request a bag meal in lieu of eating a meal in the dining hall. Three-business days' notice is requested. I.D. numbers and names need to be submitted two days prior to pick up.

5. Meal Exchange

Any group of students on the meal plan may request picnic supplies in lieu of eating a meal in the dining hall. Four-business days' notice is requested. I.D. numbers and names need to be submitted two days prior to pick up. Drinks, grill and charcoal are not included. Picnic Exchange Guidelines are available in the Dining Service Office.

6. Dietary Needs

The dining service is able to provide for most special dietary requirements. Contact the Dining Service Director for information. Refunds are not available because of missed meals or student abstinence from certain foods, except when illness necessitates a student's absence from the campus over a continuous period exceeding four weeks, in which case a resident student is allowed a pro rata refund.

7. Birthday Cakes

Birthday cakes may be ordered directly through the Catering Director 10 days in advance of delivery date. An assortment of cakes are available to meet your needs: 10" layer (16-18), 1/2 sheet cake (30-35), full sheet cake (65-70), full layer cake (100-110). Prices available upon request.

8. Catering

Reservations for banquets and special food service must be made in writing and menu selection must be made two weeks in advance with the Catering Director. A student organization's Faculty Advisor makes arrangements with the Dining Service for special meals.

9 Table Fliers

Any fliers or announcements placed on dining room tables must have prior approval from the Food Service Office before printing. All fliers must be printed on white paper only and be on the tables not more than 1/2 hour prior to the start of the meal. There is a limit of 3 fliers per table. Wet or soiled fliers will be removed after each meal.

10. Replacement Cards

Replacement ID cards may be obtained in the Campus Mailroom in the Physical Plant building between 8:30 a.m. and 4:30 p.m., Monday through Friday. Present some other form of photo ID with your signature. The cost of the replacement card is \$5.00.

11. Temporary ID Cards

Temporary ID cards may be obtained in the Dining Services Office. This card can be used for 3

days only. After three days, you will need to bring your ID card to the Dining Service Office to be reinstated.

12. Dining Hall Rules

- Everyone **must** carry trays and tableware to the designated area at the completion of the meal. Failure to do so will result in disciplinary action.
- Dining room property, such as dishes, pitchers, silverware, kitchen equipment and furniture equipment, must not be removed from the dining room.
- We ask that no food or beverages be removed from the dining hall. All food and beverages must be consumed in the dining hall. Exceptions to this are fruit, ice cream cup or cone.
- Smoking is not permitted in Wismer.

Zack's Place

Zack's Place is a relaxing snack bar located in the lower level of Wismer. Grilled sandwiches, subs, salads, baked goods, specialty coffees, and ice cream treats will complete menu offerings. The layout of the dining room is designed to encourage people to gather, relax and enjoy a meal together.

The hours are:

Monday - Friday: 9:00 a.m. - 12:00 a.m.

Saturday & Sunday: 1:00 p.m. - 12:00 a.m.

The dining program will allow you to choose between Zack's or the Main Dining Room during certain meal hours and days of the week. If you choose to eat in the Main Dining Room you will continue to enjoy the privilege of choosing to eat whatever you'd like and as much as you'd like. If you choose to dine in Zack's you will be given a set allowance, which you may use to plan your own menu or opt for the cash equivalency "meal deal" offered daily.

The intent of offering this flexibility is to provide a change of pace and a convenience for those times when your schedule or athletic event doesn't leave enough time to utilize the Main Dining Room during regular hours. Zack's is not intended to serve as a second board plan dining facility, but as a supplement to your primary dining experience in the Main Dining Room.

The option to dine in Zack's will run simultaneously with the option to eat in the Main Dining room and will continue for an hour after the Main Dining room has closed. This option will be available Monday through Friday during the following hours:

Cash Equivalency in Zack's for Boarding Students

Monday Through Friday

Lunch 11:30 a.m. – 3:00 p.m., \$3.50 cash equivalency

Dinner 5:30 p.m. – 8:00 p.m., \$3.75 cash equivalency

Bonus Zack Power

In addition to enjoying cash equivalency meals in Zack's, students gain even more flexibility by using Bonus Zack Power. Zack Power is a declining cash balance program, which will allow students to enjoy food from Zack's at any time during Zack's operating hours. At the beginning of each year, all boarding students will receive a set amount of dollar credit in complimentary Zack Power. At the time of purchase, the amount spent will be deducted from the cash balance on the meal card. You will be able to deposit additional funds into your Zack Power account at any time. These funds may also be used for guest meals. Students on the 19-meal plan will receive \$25.00 per semester in Bonus Zack Power. Students on the 14-meal plan will receive \$50.00 per semester in Bonus Zack Power. Students on the 9-meal plan will receive \$250.00 per semester in Bonus Zack power.

Student Activities

The Leadership Development/Student Activities Office offers assistance to all students who are interested in planning events for the campus, clubs, or Greek organizations.

The staff can provide information on how to start a new club, how to apply for funds through the Activities Fee Allocation Committee (AFAC), and how to advertise your event.

Rules and Regulations

1. A student organization must have its constitution and by-laws approved by the Ursinus Student Government Association (USGA) and by the faculty. Any subsequent amendments to the constitution or changes in the by-laws must be approved by the USGA with a report to the faculty.

The proceedings of all student organizations must be open at all times for faculty inspection.

A student organization must have an adviser approved by the USGA or Leadership Development/Student Activities Office. The faculty may dissolve an organization of students, which it deems detrimental to the interests of the College. The medium of communication between students and faculty in these matters is the USGA.

2. Locations and times of all regular meetings and formal on-campus activities of student organizations must be approved by the Director of Leadership Development. **In order to avoid conflicts, the use of Wismer Hall facilities by organizations must be scheduled through the Leadership Development Office. All other facilities scheduling must be made with Linda Korenkiewicz.** Groups or individuals not associated with Ursinus College must obtain permission to use college grounds, buildings, and/or other property.
3. No student shall prepare or cause to be prepared, or publish or cause to be published, any paper, whether a single issue or a periodical, on which the name of the responsible author is not stated. Permission for the mailing of any paper must be obtained from the President, or from the faculty adviser to whom the authority has been delegated, before the paper is mailed.
4. Participation in any extracurricular activities may be restricted at the discretion of the Dean of the College or as a disciplinary penalty.
5. The responsibility for student behavior at any student activity on or off campus belongs to the individual students' participation in that activity. Students and their guests participate in these activities at their own risk. While college employees may participate in various aspects of some student activities, the college and its employees do not stand **in loco parentis** in any sense. The college will take appropriate action against students, their guests, or trespassers upon the campus who violate college regulations or disobey directions from proper college authorities.

Student Organizations

MAJOR ORGANIZATIONS

Campus Activities Board (CAB) - responsible for major campus events, comedians, bands, movies, and trips. Check with Leadership Development/Student Activities for time and dates of meeting.

Ursinus Student Government Association (USGA) - governs the student body and appoints students to campus committees. Check the calendar for dates, times, and locations of meetings.

Organization of Commuting Students (OCS) - oversees special programming for commuters and seeks to meet commuter needs.

Greek Presidents' Council - governing organization for all fraternities and sororities. Activities include rush, Greek week, and pledging.

Fraternities

Alpha Phi Epsilon
 Beta Sigma Lambda
 Chi Rho Psi
 Delta Pi Sigma
 Kappa Alpha Psi
 Phi Kappa Sigma
 Sigma Rho Lambda
 Zeta Chi

Sororities

Alpha Sigma Nu
 Kappa Delta Kappa
 Omega Chi
 Sigma Sigma Sigma
 Tau Sigma Gamma
 Upsilon Phi Delta
 Phi Alpha Psi

Academic Related Clubs

Assoc. for Computer
 Machinery
 Beardwood Chemical Society
 Biology Club
 Brownback-Anders Pre-Med
 Society
 Communications Club
 Economics & Business Club
 Exercise & Sports Science
 (ESS)
 German Club
 Haines-Bernard Pre-Legal
 Society
 International Relations Club
 Japanese Club
 LeCercle Francais
 Mathematics Club
 Omwake Education Club
 Political Science Club
 Psychology Club
 Society of Physics
 Spanish Club

Musical Organizations

Ursinus College Choir
 Ursinus College Concert
 Band
 Ursinus College Jazz
 Ensemble
 Meistersingers
 Ursinus Gospel Choir

Religious Organizations

Fellowship of Christian
 Athletes
 Hillel
 Ursinus Inter-Varsity
 Fellowship
 Newman Club
 Inter-Faith Outreach
 Committee

Honor Societies

Alpha Psi Omega -
 Dramatics Beta Beta Beta
 - Biology
 Chapter Scholars - Seniors
 Cub & Key - Men's
 Kappa Mu Epsilon - Math
 Omicron Delta Epsilon
 Economics
 Phi Alpha Theta - History
 Phi Beta Kappa -
 Academics
 Phi Sigma Iota - Foreign
 Language
 Pi Gamma Mu - Social
 Science
 Pi Nu Epsilon - Music
 Psi Chi - Psychology
 Sigma Pi Sigma - Physics
 Sigma Tau Delta - English
 Sigma Xi - Science
 Research
 Whitians - Women's

Special Interest**Groups**

Amnesty
 International
 Classics

Sports Clubs

Cheerleaders
 Exercise and Sports
 Science
 Lacrosse Club (Men)
 Rugby (Men & Women)
 Volleyball Club (Men)

Communications/Publications

The Grizzly
The Lantern
The Ruby
 WVOU
 College Republicans
 Community Service orps
 Forensic Society (Debate)
 Gay and Lesbian Alliance
 Girl Scouts
 International Relations
 Italian Cultural Society
 Java Trench (Coffee House)
 Organization of Commuting
 Students
 ProTheatre
 SADD
 South Asian Student Association
 Student Emergency Response
 Volunteers
 Students and Teachers Against
 Rape
 Students' Right For Life
 Students' Voice For Choice
 SUN - African-American Issues
 UC Blue Skies - Environmental
 Xenophile Society
 Young Democrats

CAMPUS RESOURCES

Floy Lewis Bakes Field House – Helfferich Hall

1. Students are required to show I.D.'s at all times.
2. Guests of students must register with the Security Office at the front desk. The host is responsible for the conduct of guests.
3. Physical Education classes, intercollegiate varsity sports, and intramurals have priority over free play or use of facilities.
4. Each week an activities schedule is published listing all the activities using the facilities.
5. Floy Lewis Bakes Field House - Helfferich Hall Hours:
7:30 a.m.-10:30 p.m. Monday to Friday
12:00 p.m.-5:30 p.m. Saturday and Sunday
6. Fitness Center:
7:00 a.m.- 12:00 noon, 1:00 p.m.-10:00 p.m. Monday to Friday
12:00 noon-5:30 p.m. Saturday and Sunday
I.D.s must be displayed and there is an enforcement of a dress code and conduct code.
7. Racquetball Court Reservation Policies
 - a. Sign up sheet will be posted on the bulletin board across from the racquetball courts on Monday morning.
 - b. You may reserve a court **one-hour** at a time (no back to back hours)
 - c. All users must have Ursinus College I.D.
 - d. Physical Education classes and Intramural Athletics have priority for the use of the courts.
 - e. Court reserved for faculty/staff 12:00 noon-1:00 p.m.
8. Tennis Court Reservation Policies
 - a. All users must have Ursinus College I.D.
 - b. Classes, teams, and intramurals have priority use.
 - c. Contact the Athletic Department for reservations.

Athletics

1. Before participating in intercollegiate athletics, a student must have a College physical on file and an examination by the College physician who certifies the student to be physically qualified to participate in each sport.
2. Limitations on eligibility and participation are determined by the regional and national athletic conferences in which Ursinus College is a member.

Intramural Sports and Recreation

Dr. Laura Borsdorf, Director
Tentative ISR Schedules
Helfferich Hall ESS Office Area 489-4111, Ext. 2456

YEAR AROUND PHYSICAL ACTIVITIES**

High Impact Aerobics Dance Studio
MTWTH 4:30 - 5:30 p.m. & F 4:00 - 5:00 p.m.

INTRAMURAL INDIVIDUAL AND TEAM SPORTS

FALL SPORTS*

Tennis (sing./doub.)
Outdoor Volleyball (w/coed)
Flag Football (w/m)
Indoor Volleyball (w/m)
3 on 3 Basketball

SPRING SPORTS*

5 on 5 Basketball (w/m)
Indoor Volleyball (coed)
Outdoor Volleyball (w/m)
Outdoor Softball (w/m)
Horseshoe Tournament (w/m)

- * All sports have a mandatory attendance captains meeting, which will take place after the deadline for sign-ups and prior to the start of tournament play. At this meeting captains will be given their game schedules, a list of rules and regulations, and have their questions answered.
- * Entry forms are needed for all individual and team sports. Forms are available outside ESS Office Area. Completed forms can be returned to ESS Office Area, or to student supervisors in charge of the sport being entered.
- ** All recreational activities are drop-in activities. It is the responsibility of the participant to be cleared by their physician, and to possess good physical health prior to participating in the activity. Self-given health screening forms, and counseling, are available from the office of Intramural Sports for those people who desire additional screening prior to entering physical activities.

Myrin Library

1. Students are required to show I.D.'s to borrow all library materials.
2. Myrin Library Hours (Holiday hours are posted in the library):
 - Monday - Thursday 8:00 a.m. – 2:00 a.m.
 - Friday 8:00 a.m. - 9:00 p.m.
 - Saturday 9:00 a.m. - 9:00 p.m.
 - Sunday 1:00 p.m. – 2:00 a.m.
3. The loan period for library books is thirty days. A renewal of another thirty days is allowed as long as there are no holds placed against the book. Students requiring the use of library books for a longer period of time should see the Circulation Department Supervisor to make arrangements for a longer loan period.
4. Reserve materials circulate for 2 hours, 1 day, 3 days, and 7 days.
5. Fines are charged for overdue library materials. A partial list of fine charges is as follows:
 - Book \$.10/day
 - Reserve book/photocopy \$.25/hour
 - Videocassette \$1.00/day
 - Reserve videocassette \$.25/hour
 - Audiocassette \$.10/hour
 - Reserve audiocassette \$.25/hour
 - Walkman \$.25/hour
6. All accumulated library fines must be paid by the last day of each semester. Unpaid fines will be charged to your account in the Business Office.
7. A collection of "Current and Popular" books is available for recreational reading.
8. Interlibrary Loan service is available.
9. The microcomputer labs located in Myrin Library are accessible whenever the library is open.
10. For more information on library policy, please refer to a copy of the Myrin Library Handbook, which is available at the library's Information Desk.
11. Theft and mutilation of Library materials in any format is illegal in the Commonwealth of Pennsylvania (Title 18 section 3929.1). Penalties for this crime range from summary offense to felony depending upon the value of the stolen materials. All types of Library materials are considered Ursinus College property.

Berman Museum of Art

Lisa Tremper Hanover, Director
Laura Steen, Administrative Support

Andrea Cooper, Collections Manager
Susan Shifrin, Curator of Education

HOURS:

Community Visitor Hours:

Tuesday-Friday 10:00 a.m.-4:00 p.m.
Saturday & Sunday 12:00 p.m.-4:30 p.m.

Campus Community Hours:

Monday-Friday 9:00 a.m.-4:30 p.m.
Saturday & Sunday 12:00 p.m.-4:30 p.m.
Closed to Public on College Holidays

FACILITY

The Museum facility includes a non-circulating art reference library with on-line terminal access to Myrin Library; seminar room with audio/visual access; research lab for independent study and general maintenance of the permanent collection; and two Galleries to accommodate a variety of exhibitions drawn from the permanent collection, traveling exhibitions, and loans from outside sources.

PROGRAMS

Eight to ten exhibitions are presented during the academic year in addition to rotating selections from the permanent collection. Exhibition themes range from historical to contemporary, with the primary goal of providing visual material that complements various curriculum offerings. The Museum staff works with Faculty to develop didactic material and educational programs such as symposia, guest speakers, film and video series, and artist in residence programs.

Items from the permanent collection are available for classroom instruction or individual study. A regular program of research, conservation and record keeping allows for accessibility of the collection as a resource to the campus, scholars, and other institutions.

The Museum employs up to twelve students per semester and four full-time student positions during the summer.

COLLECTIONS

The Berman Museum houses collections that include the following: 19th century American landscape, portrait, and Impressionist paintings and watercolor, including important regional examples; Old Master and contemporary Japanese woodcuts, scrolls, and artifacts; 18th and 19th century European portraits; a Pennsylvania German collection of art and artifacts; 20th century American art from the 1950's to the present; 20th century Eastern European painting; and an important outdoor contemporary sculpture collection which includes a complete survey of the work of prominent British sculptor Lynn Chadwick, numbering over 140 pieces.

Bookstore

The Ursinus College Bookstore is located on the west side of Wismer Center. It sells new and used books for all day and evening classes at Ursinus, and offers book buyback as well. Textbooks can be ordered and shipped by ordering online at www.ursinus.bkstr.com

The bookstore carries Ursinus clothing and gifts, as well as notebooks, paper, pens, and other class necessities, snacks, drinks, computer software and peripherals, a large selection of general books, and some basic personal necessities like soap and shampoo.

Fax services are also offered. The bookstore fax number is 610-489-8350.

The bookstore accepts cash, checks, traveler's checks, Discover Card, Visa, Mastercard, and American Express for payment. Bookstore hours while classes are in session are:

Monday - Thursday 9:00 a.m. - 6:30 p.m.

Fridays 9:00 a.m. - 4:00 p.m.

Saturdays 11:00 a.m. - 2:00 p.m.

The bookstore also has extended weekend hours at the start of each semester.

Ursinus College Bookstore

Main Street

Collegeville, PA 19426

Ph 610-489-0225

Fax 610-489-8350

Email: ursinus@bkstr.com

Website: www.ursinus.bkstr.com

Faxing

The fax machines in the Myrin Library and the College Communications Office are for college business only. No personal faxes may be sent or received by students on these machines. However, the bookstore and two local businesses have fax services available to the public. They are:

Ursinus Bookstore - 489-0225

Mailboxes, Etc. – 409-2589

(Trappe Shopping Center)

Pro Copy, Trappe - 489-4540

(across from Rittenhouse Townhouses)

Tutorial Programs

The Ursinus Tutorial Programs are housed in the Unity House. There are four ways a student can become involved in the programs: (1) you can become a tutor for Ursinus students; (2) you can receive tutoring; (3) you can participate in the America Reads tutoring program; (4) you can tutor students in the community.

Tutoring is offered to Ursinus students at no cost. The process is simple. Come by the Unity House and complete a "tutor wanted" form. Students will be matched with another student who is proficient in that subject area.

To become a tutor, Ursinus students must complete a tutor application form, have a personal interview and participate in tutoring orientation. Tutors are paid \$7/hour.

America Reads is a President Clinton initiative. The America Reads Challenge calls on all Americans to support teachers and help ensure that every American child can read well and independently by the end of third grade. This tutoring is done at designated tutoring sites in the surrounding community. To become an America Reads tutor, students must be on work-study.

For additional information, contact Paulette H. Patton, Director of the Tutorial Programs, ext. 2436 or stop by the Unity House.

Computing Resources

STUDENT ACCOUNTS AND EMAIL

Students are automatically provided with an account that enables them to access campus and Internet computing resources, to send and receive email, to set up a personal Web page and to

store documents and files. Student's account names and email addresses are based upon the following convention: the first two letters of the first name followed by the last name. Jane Student's account would therefore be jastudent. Jane's email address would be jastudent@ursinus.edu. Jane's web site address would be <http://webpages.ursinus.edu/jastudent>. Students will be able to access their email on and off campus by using a Web browser such as Netscape or Internet Explorer.

A default password using the student's ID/Social Security Number is set up and all students are required to change that default after their first logon to the Ursinus system.

STUDENT LAPTOPS, COMPUTING RESOURCES AN LABS

Beginning in the fall of 2000, all incoming full-time freshmen students have been provided with new, laptop computers and inkjet printers for their use while students at Ursinus. At the beginning of their Junior year these students will return the laptop originally provided to them in exchange for another new laptop computer to be used until the completion of the Senior year. (Only one inkjet printer is provided to students while a student is a t Ursinus). At that time the laptop will either be returned to the college or may be purchased for a small fee. The inkjet printer may be kept at no additional charge. The laptops and printers remain the property of Ursinus College until that time. Students are responsible for the appropriate care and security of the laptops and are required to return their laptops and printers upon demand for misuse or for return after mandatory maintenance. The laptops are covered under two-year warranties and are insured for accidental damage. There is, however, a substantial insurance deductible for each claim made under this coverage that is the responsibility of the student. Students, therefore, are responsible for reimbursing the college for any lost or stolen laptop. Student accounts will automatically be billed in these cases. Additional information on student responsibilities is provided to students during an orientation and students are required to sign for their laptops and acknowledge those responsibilities.

Five Instructional and general purpose computing labs with Pentium and Macintosh workstations are located throughout the campus and seventeen special purpose work areas and labs are equipped with Macintosh, Pentium and Unix workstations for use in specific courses and disciplines. General purpose and instructional labs are located in Olin 004 and 007, Myrin Library basement and Pfahler Hall of Science. Special purpose labs, which are maintained for work related specific disciplines and have varying number of workstations, are located in Olin, Pfahler, Thomas and Helfferich. Hours for general-purpose labs are generally form 8:00 AM to midnight. The hours for special purpose labs vary.

Students have access to the MS Office suite (which includes word processing and spreadsheet packages), other general purpose software packages, internet and Web browsing tools, course and discipline specific software packages (including statistical and scientific utility packages), programming languages, the on-line holdings catalog of the Ursinus College library and a variety of other resources found on the college's web site and on the internet. Under the College's Microsoft Campus Agreement, students are able to load the MS products onto their personal computers for use while students at the College.

There is a multimedia workstation located in the Myrin Library Media Services department where students can reserve time to scan, make CD's, and use other multimedia resources. If creating a presentation for use in a class, a student can call the Help Desk and reserve a data projector and/or laptop to project material for viewing by the class. Some classrooms are already equipped with ceiling mounted projectors that can be connected to the student laptop.

RESIDENCE HALL NETWORK CONNECTIONS

All main campus residences and all residential village houses except for 476 Main Street (Barber Shop), 942 and 944 Main Street and 200 9th Street (Art House) have network connections in all rooms to accommodate each student in that room. The laptops provided to incoming freshmen as of fall 2000 are set up and configured for network use.

The Dormitory network is intended for individual student use ONLY. Using the connection for any commercial purposes or to create any type of server (game, web, FTP or other) is strictly prohibited and may result in the loss of your connection. Using any IP address other than the one assigned to you by Computing Services is also prohibited and will result in the loss of your connection.

Students who entered the college prior to the Fall of 2000, or those entering after that time who are not eligible for participation in the laptop program are welcome to bring their own computers to campus. The College has a program to install and configure network hardware and software in students' personal computers so that they can establish direct connections to the campus network and to the Internet from their residence rooms. Residence hall network connections are available at no charge beyond those costs associated with equipping the student's computer for a network connection and establishing the physical connection. Each residence hall has a Residence Technology Consultant (RTC) who is available to help students with their residence network connection and with other computing related questions.

WHO TO CONTACT

Any and all questions (including problem reports and service requests) should be directed to the Help Desk at x2244 or at help@ursinus.edu. The Help Desk is located in Myrin 303. Residence Technology Consultants (RTC's) live in the residence halls and are ALSO available to help students with computing and network problems and to assist student in using the College's computing resources. The RTC's will post hours when they will be available to provide assistance and will provide additional information on making special arrangements to receive help.

ACCEPTABLE USE POLICIES

Computing resources are provided to support the educational, student life and community programs of Ursinus College and any use of these resources for purposes unrelated to college programs is expressly prohibited. Unauthorized and inappropriate use of college computing resources will result in sanctions that will vary depending upon the severity of the offense and could include the revocation of all computing privileges as well as other disciplinary sanctions. The full text of "Responsible Use of Ursinus College Information Technology Resources" can be found on the Ursinus College Computing Services Web site at:

<http://computing.ursinus.edu/ResponsibleUseOfComputingResources.htm>

Examples of unauthorized and inappropriate use of college computing resources includes (but is not limited to):

- harassment of others
- email bombs or unauthorized mass mailings
- unauthorized (actual or attempted) access or use of another's account
- deliberate attempts to disrupt services or debilitate computing systems
- installation of inappropriate or unauthorized software
- installation of inappropriate or unauthorized network services
- copyright infringement
- etc.

Special Events

ACADEMIC CONVOCATION: This day in the fall, highlighted by the decorating of the campus in red, old gold, and black, marks the beginning of the academic year. On this day new and upper class students are recognized for their achievement.

FAMILY DAY: Parents, grandparents and other family members are invited to the campus in the fall for a full day of activities. (This event is planned by a committee representing parents, faculty, students, and the staff of Ursinus College).

HOMECOMING: This is a special day for alumni to return to the scene of their college days. Homecoming includes seasonal sports and affinity. A Homecoming King and Queen are crowned at the afternoon football game.

LORELEI: An annual tradition when the women invite the men to this semi-formal affair. The dance is held off campus and occurs near Valentine's Day.

Ursinus College Alumni Association

The Alumni Association is the forum for all alumni activities at the College. All alumni are members. The Association provides educational, service and social activities for alumni by class, region and affinity group. The Alumni Association is led by the Alumni Council, which is an appointed board of alumni from representative class years and interest groups. In addition to the members of the Alumni Council, alumni also elect representatives to the College Board of Trustees.

- Campus events geared toward alumni include Homecoming, Alumni Academy and class reunions.
- Regional events are sponsored by Ursinus Clubs across the country. Ursinus Club events range from educational and cultural forums to fundraising events for the College and career networking receptions to freshmen send-off picnics. They are organized by a network of alumni volunteers and members of the Alumni Relations Office.
- The On-line Community offers all graduates access to other Ursinus alumni, faculty and staff. By registering for this free service, alumni can also obtain a lifelong email address.
- The on-line career mentoring database, Grizzl*E Network, is a collaborative program with the Career Services Office that connects students with alumni professionals.

The Alumni Relations Office also supports the College's fundraising, admissions, and communications efforts. The *Ursinus Magazine* is the College's main source of communication with its alumni and friends

Communications on Campus

GAZETTE & WEEKLY CALENDAR: Distributed each Monday, this publication includes announcements, campus news, and a weekly calendar of events. Articles can be submitted to the College Communications office in Corson Hall by 5:00 p.m. on Wednesdays.

BEARFACTS: The College Communications Office sends out information and campus announcements daily, or as needed through the campus e-mail system.

WVOU: WVOU is the campus radio station of Ursinus College, located in the basement of Bomberger Hall. WVOU broadcasts via carrier current on 530 AM to Reimert Hall, BWC and the BPS via radiating coaxial cable on 88.1 FM to Main Street houses between Sixth and Eighth Avenues and by direct line to the Wismer Dining Hall, the Wismer Game Room, and the Commuter's Lounge in Bomberger Hall. Students interested in conducting a program on WVOU can contact the station at 610-489-7755.

THE GRIZZLY: *The Grizzly* is the student newspaper on campus, distributed on Tuesday. Information about *The Grizzly* can be obtained in the Leadership Development/Student Activities Office.

THE LANTERN: *The Lantern* is the student-produced literary magazine published each semester. Information about *The Lantern* can be obtained in the English Dept. in Olin Hall.

THE RUBY: *The Ruby* is the student-produced yearbook published annually. Information about the yearbook can be obtained in the Leadership Development/Student Activities Office.

ADVERTISEMENTS, FLYERS, ANNOUNCEMENTS: Any materials posted or left on tables in the Dining Room must be approved by Wood Food Service. Permission to post all other materials on bulletin boards must be obtained in the Leadership Development Office. All materials must be taken down when the information is no longer current or within 24 hours after elections or event has concluded. These guidelines are meant to serve as a way of guarding against any individual or group from being injured by inappropriate behavior on the part of any other individual or group here at the college. The definition of a flyer or banner is as follows: any announcement regardless of size that is displayed publicly.

- No nudity or inappropriate display of the human body which may be considered tasteless by community standards
- No direct references to drugs or alcohol
- No direct personal attacks upon any group or individuals
- No attack upon any person concerning race, religion, sexual orientation, gender, physical ability, etc.
- No false attributions or references by any persons condoning or condemning any event or activity held by organizations without said person's approval
- No offensive gesture or reference to gestures
- No infringement of copyright material.

In the event of any person or group feeling violated by another person or group, the issue may be taken up with the following persons or groups here at the college:

1. The Office of the Dean of Student Life
2. The Ursinus Student Government Association
3. The Diversity Committee

MONTHLY CALENDAR: Published monthly by the Leadership Development Office and distributed by the Resident Assistants, also found in Zack's Place and the Commuter Lounge. Information includes daily events, meetings, athletic events, movies, arts and lectures, and CAB programs.

Where To Go & Whom To See About...

610-409-3000

Academic Counseling.....	Faculty Adviser, Dean of the College, Ext. 2204 or 610-409-3586
Activities.....	Leadership Development Office, Wismer Center, Ext. 2257 or 610-409-3608
Admissions.....	Admissions Office, Corson Hall, Ext. 2224 or 610-409-3200
Art Museum.....	Berman Museum of Art, Ext. 2354 or 610-409-3500
Athletics.....	Athletics Office, Floy Lewis Bakes Field House/Helfferich Hall, Ext. 2251 or 610-409-3606
Bills.....	Business Office, Corson Hall, Ext. 2626 or 610-409-3698
Books.....	Bookstore, 610-489-0225, Ext. 2237
Campus Jobs.....	Appropriate Department; Financial Aid Department, Corson Hall, Ext. 2242 or 610-409-3600
Career Information.....	Career Services, Bomberger Ext. 2274 or 610-409-3599
Changing Majors.....	Faculty Adviser - Academic Dean's Office, Ext. 3586
Changing Roommates.....	Resident Director, Residence Life, Corson Hall, Ext. 2425 or 610-409-3590
Clubs & Organizations.....	Leadership Development Office, Wismer Center, Ext. 2257 or 610-409-3608
Commuting Students.....	Commuter Lounge, Bomberger Hall, 610-489-9805; Organization of Commuting Students; Leadership Development Office, Ext. 2257
Financial Aid/Scholarships.....	Financial Aid Office, Corson Hall, Ext. 2242 or 610-409-3600
Food Arrangements.....	Wood Food Service, Wismer Center, Ext. 2241 or 610-409-3602
Fraternity Information	Greek Presidents' Council; Leadership Development Office, Wismer Center, Ext. 2257 or 610-409-3608
Graduate School Information.....	Appropriate Department Chairperson; Career Services, Bomberger, Ext. 2274 or 610-409-3599
Health Issues.....	Counseling and Wellness Center, Ext. 2412 or 610-489-2412
Judicial Process	Dean of Student Life, Corson Hall, Ext. 2425 or 610-409-3590
Key Replacement.....	Residence Life, Corson Hall, Ext. 2425 or 610-409-3590

Where To Go & Whom to See About . . .

610-409-3000

Laundry	Laundry facilities located in most residence halls; Laundromats, dry cleaners & tailors available locally
Library.....	Front Desk, Ext. 2290
Lost & Found.....	Leadership Development Office, Wismer Center, Ext. 2257 or 610-409-3608
Mail.....	Mailboxes located in Wismer Lobby B; Campus mail room in Physical Plant; Stamps available in the Leadership Development Office
Maintenance Concerns.....	Physical Plant, Ext. 2247 Leadership Development Office,
Multicultural Issues.....	Unity House, Ext. 2436
Parking.....	Security, Wismer Center, Ext. 2737 or 610-489-2737
Personal Counseling.....	Counseling and Wellness Center, Sprankle Hall, Ext. 2412 or 610-409-3100
Roommate Problems.....	Resident Assistant; Res. Director, Residence Life, Corson Hall, Ext.2425 or 610-409-3590
Security.....	Wismer Center Ext. 2737 or 610-489-2737
Scheduling of Events.....	Leadership Development/Student Activities Office Wismer Center, Ext. 2257/Linda Korenkiewicz, Ext. 2447.
Sorority Information.....	Greek Presidents' Council, Leadership Development Office, Wismer Center, Ext. 2257
Transportation Off-Campus.....	Bus & train schedules & off-campus trips; Leadership Development Office, Wismer Center, Ext. 2257, Shuttles; Dean of Students Office, Corson Hall, Ext. 2425
Tutoring	Tutorial Programs, Unity House, Ext. 2436
Visitors' Information.....	Visitors' Guide listing area lodging & restaurants, Leadership Development Office, Wismer Center, or College Communications Office, Corson Hall
Wellness.....	Wellness Center, Ext. 2412 or 610-409-3100

Important Future Dates

Aug.	22	New Student Orientation Begins
Aug.	23	Ursinus Day Academic Convocation
Aug.	26	Classes Begin
Sept.	2	Labor Day-Classes Held
Sept.	28	Family Day
Oct.	12	Homecoming
Oct.	18	Fall Holiday begins, end of classes
Oct.	23	Fall Holiday ends, 8:00 a.m.
Oct.	28	Spring term registration begins
Nov.	8	Spring term registration ends
Nov.	26	Thanksgiving recess begins, end of classes
Nov.	28	Thanksgiving
Dec.	2	Thanksgiving recess ends, 8:00 a.m.
Dec.	6	Last day of classes
Dec.	7	Reading Day
Dec.	9-14	Final Exams
Jan.	20	Second semester begins
Mar.	7	Spring Break begins, end of classes
Mar.	19	Spring Break ends, 8:00 a.m.
Mar.	31	Fall term registration begins
Apr.	11	Fall term registration ends
May	6	Last day of classes
May	6	Last day for upper class to file a FAFSA for PA State Grant
May	7	Reading Day
May	8-15	Final Exams
May	16	Baccalaureate
May	17	Commencement

COMMUNITY RESOURCES

Malls

The Court & Plaza (King of Prussia)
Rt. 202
610-337-1210

Montgomery Mall
Rts. 309 & 202
North Wales
215-362-1600

Coventry Mall
Rts. 100 & 724
610-327-0700

Plymouth Meeting Mall
Rt. 422 & Hickory Rd.
610-825-9351

Movies

Regal Cinema - Marketplace 24
180 Mill Road
Oaks
610-666-6564

Carmike Theaters - 8 Theater
Complex
across from the Coventry Mall
Rts. 100 & 724
610-323-3200

United Artist King of Prussia Stadium
15 and IMAX Theater
Mall Boulevard across from the King
of Prussia Mall
King of Prussia
610-290-1361

Phoenixville Theater
Mon.-Thurs. \$2.00
Near Rt. 29 and Bridge St.
Phoenixville

Lodgings

Comfort Inn
550 W. DeKalb Pike
King of Prussia
610-962-0700

Park Ridge Forge Hotel
480 North Gulph Rd.
King of Prussia
610-337-1800

Holiday Inn
King of Prussia
V. Forge Interchange and Rt.202
610-265-7500

Sheraton Valley Forge Hotel
1210 First Avenue
King of Prussia
610-265-1500

Holiday Inn Express
1600 Industrial Highway
Pottstown, PA
610-327-3300

Valley Forge Hilton
Rt. 202
Valley Forge
610-327-1200

Hampton Inn
100 Cresson Road, Oaks
610-676-0900

Restaurants

Applebee's

555 Trooper Road

Norristown
610-631-8184

Bennigan's
160 N. Gulph Road
King of Prussia
610-337-0633

Chili's Grill
739 DeKalb Pike
King of Prussia
610-992-0899

China Jade
201 South 2nd Avenue
Collegeville
610-454-1188

Collegeville Inn
4000 Ridge Pike
Collegeville
610-454-7700

Cutillo's
E. High Street
Pottstown
610-265-2223

Denny's
Rt. 363 & Goddard Boulevard
King of Prussia
610-265-2223

Dick Clark's American Bandstand
Grill
211 Mall Boulevard
King of Prussia
610-337-9096

Eagleville Hotel

3300 Ridge Pike
Eagleville
610-631-1146

Great Wall Chinese Restaurant
222 E. Main Street
Collegeville
610-489-8000

Gypsy Rose
Rt. 113 & Creek Road
Collegeville
610-489-1600

Harpoon Louie's
215 W. Main Street
Collegeville
610-489-4404

Houlihan's
The Court at King of Prussia
King of Prussia
610-337-9522

Limerick Diner
411 W. Ridge Pike
Limerick
610-489-3500

Peking Chinese Restaurant
Trappe Shopping Center
Collegeville
610-489-2959

Red Lobster
425 West DeKalb Pike
King of Prussia
610-337-9430

TGIFriday's
160 N. Gulph Road
King of Prussia
610-768-9340

Fast Food

Arby's

McDonald's

The Plaza at King of Prussia
King of Prussia
610-337-4849

Rts. 422 & 29
Collegeville
610-489-7771

Bravo Pizza
Trappe Center
Trappe
610-489-4271

Pizza Hut
3rd Ave. & Main St.
Collegeville
610-489-3301

Burger King
W. Main & Trooper Rd.
Trooper
610-539-9242

Pizza Stop
Collegeville Shopping Center
Collegeville
610-489-6225

Chick-fil-a
South Trooper Road
West Norriton

Rocco's New York Oven Pizza
Rt. 29 Shopping Center
Collegeville
610-831-0100

Dairy Queen
345 W. Main St.
Trappe
610-489-5548

Speck's Drive-In
Germantown & Ridge Pikes
Collegeville
610-489-2110

Domino's Pizza
4015 Germantown Pike
Collegeville
610-489-4554

Taco Bell(s)
1415 E. High St./W. Ridge Pike
Pottstown/Trooper
610-327-3170/610-630-6353

Italian Market Deli & Restaurant
732 Main Street
Trappe
610-489-6009

Vince & Tony's Pizza
1843 E. Ridge Pike
Limerick
610-489-1327

Kentucky Fried Chicken
W. Ridge Pike, Trooper
Park Ridge Shopping Center
610-539-1044

Wendy's
Rt. 29 Shopping Center
Collegeville
610-454-1250

Marzella's Pizza
5th & Main Sts.
Collegeville
610-489-4946

Philadelphia Points of Interest

Academy of Music

(The oldest concert hall and

opera house in America. The home of the Philadelphia Orchestra and the Opera Company of Philadelphia.)
Broad & Locust Sts.
215-893-1930

Academy of Natural Sciences
(The city's museum of natural history)
19th St. & Benjamin Franklin Parkway
215-299-1000

Afro-American Historical and Cultural Museum
7th & Arch Sts.
215-574-0380

Elfreth's Alley
(The oldest continually occupied residential street in America.)
Between Arch & Race Sts., Front & 2nd Sts.
215-574-0560

Fairmount Park
(The largest park complex within a city in the nation.)
Borders the Schuylkill River.

Franklin Institute
20th St. & Benjamin Franklin Parkway
215-448-1200

The Free Library of Philadelphia
Logan Square, 19th St. & Benjamin Franklin Parkway
215-686-5322

Independence Mall
(Independence Hall and Liberty Square, with gift shops and attractions.)
Chestnut to Vine Sts. between 5th & 6th Sts.

Liberty Bell Pavilion
Market St. between 5th & 6th Sts. on Independence Mall

Mann Center for the Performing Arts
George's Hill, near 52nd St. & Parkside Ave.
215-567-0707

New Jersey State Aquarium at Camden
Miscellaneous

Riverside Dr. between Federal St. and Mickle Blvd.
(Ferry available from Penn's Landing)
(609) 365-3300

Penn's Landing
Spruce & Front Sts.
215-923-2061

Philadelphia Eagles
Veteran's Stadium, Broad & Pattison Aves.
215-463-5500

Philadelphia Flyers
Spectrum, Broad & Pattison Aves.
215-755-9700

Philadelphia Museum of Art
(The third largest art museum in America)
26th St. & Benjamin Franklin Parkway
215-763-8100

Philadelphia Phillies
Veteran's Stadium, Broad & Pattison Aves.
215-463-1000

Philadelphia 76er's
Spectrum, Broad & Pattison Aves.
215-339-7676

First Union Spectrum
(Year-round concerts, announced approximately six weeks in advance)
Broad & Pattison Aves.
215-336-3600

First Union Center
215-336-3600

Philadelphia Zoo
(The oldest and one of the best zoos in the nation.)
34th & Girard Ave.
387-6400

Collegeville
610-489-4233

196 West Ridge Pike
Limerick
610-489-3338

Aardvark Florist and Gift
Rt. 29
Collegeville
610-454-7799

Partyland
Rt. 29
Collegeville
610-454-7891

Arnold's Go-Kart Center
422 Business Center
Oaks
610-666-0600

Redner's Warehouse Market
Rt. 29
Collegeville
610-454-9709

Clemens
Trappe Shopping Center
Trappe
610-489-1660

Risher Van Horn Flowers
3760 Germantown Pike
Collegeville
610-489-4421

CVS
Trappe Shopping Center
Trappe
610-489-9579

Waltz Golf Farm
Ridge Pike
Limerick
610-489-9922

422 Limerick Bowl
653 W. Ridge Pike
Limerick
610-495-7143

Wawa
3rd Ave. & Main St.
Collegeville
610-489-1777

Greenwald's Florist
331 Main St.
Collegeville
610-489-8811

Woody's Golf Center
559 W. Germantown Pike
Norristown
610-279-0678

Limerick Flee Market

Public Transportation

Southeastern Pa. Transportation Authority (SEPTA)

Schedule Information 279-8400

Ticket Office - Lansdale 855-3013

Amtrak Information.....1-800-872-7245

Greyhound Bus Lines Valley Forge Shopping Center, K. of P.....768-7047

Bus and train schedules are also available in the Student Activities Office.

Emergency Numbers

Emergency: Police, Fire, and Ambulance911

Campus Safety.....610-489-2737

Ursinus Counseling & Wellness Ctr.....610-409-3100

Victim Services Center of Montgomery Co.....610-277-5200

Index

A

ABBREVIATED DISCIPLINARY PROCEDURES..... 32
Academic Honesty 10
ACADEMIC LIFE 4
ACADEMIC PROBATION 6
Academic Related Clubs 38
ALCOHOL POLICY..... 15
Athletics 39

B

Berman Museum of Art..... 41
BICYCLES 22
Bookstore 41

C

Campus Activities Board 2
CAMPUS RESOURCES 39
CLASS ATTENDANCE 6
Communications on Campus 45
Communications/Publications 38
COMMUNITY RESOURCES 50
Commuting Students 34
Computing Resources 42
Confidentiality of Student Records 8

D

DAMAGES & REPAIRS 29
Dining Hall Regulations 34
DISCIPLINARY AUTHORITY 30
DISCIPLINARY PENALTIES 33
DISMISSAL 6

E

Emergency Numbers 54

F

Fast Food 52
Faxing 42
FIRE REGULATIONS 27
FIXED REPAIR RATES..... 29
FLOY LEWIS BAKES FIELD HOUSE – HELFFERICH HALL..... 39
Fraternities 38

G

GENERAL POLICIES 27
GRADE APPEAL 5
GRADES OF SCHOLARSHIP..... 4

H

Honor Societies 38

I

I.D. CARDS 22
ILLEGAL DRUGS 17
Important Future Dates 49
Intramural Sports and Recreation 39

J

Judicial System 30

L

Lodgings 50

M

MAJOR ORGANIZATIONS 37
Malls 50
Miscellaneous 54
MOTOR VEHICLES 20
Movies 50
Musical Organizations 38
Myrin Library 40

N

NORMAL DISCIPLINARY PROCEDURES 30

O

OPENING & CLOSING OF RESIDENCE HALLS 25

P

Parking Guidelines for Ursinus 21
PENNSYLVANIA STATUTES 17
Philadelphia Points of Interest 53
Public Transportation 54

R

RELIGIOUS LIFE POLICY 24
Religious Organizations 38
REPEATING COURSES 5
REQUIREMENTS FOR GRADUATION 4
RESIDENCE HALL ASSOCIATION 2
RESIDENCE HALL DOORS 26
Residence Life 25
Restaurants 51
ROOM CHANGE POLICY 27
ROOM SELECTION/LOTTERY 26

S

SEXUAL ASSAULT POLICY 14
SMOKING 20
SOCIAL EVENTS..... 17
Sororities..... 38
Special Events..... 44
Special Interest Groups..... 38
Sports Clubs 38
STATEMENT ON PLAGIARISM 10
Student Activities..... 37
STUDENT CONDUCT 13
Student Government Association 2
STUDENT LIFE 13
STUDENT MAIL SERVICE 22
Student Organizations 38

T

Tutoring Programs..... 42

U

Ursinus College Alumni Association 45

W

WELLNESS PROGRAM AT URSINUS..... 23
Where To Go & Whom to See About 47
Withdrawal..... 7

Z

Zack's Place 36