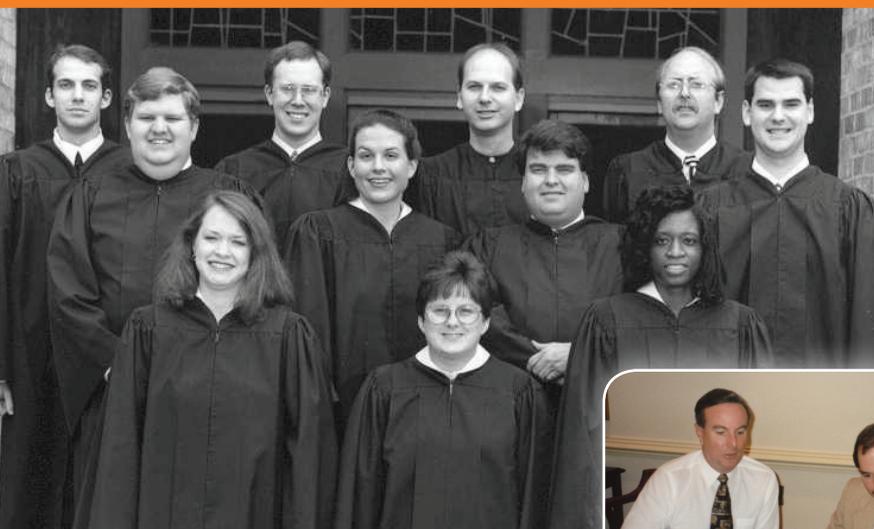




*Celebrating our 20th Year*

**Christ-centered Bible-based Ministry-focused**



# Campbell University Divinity School

Campbell University Divinity School is located in Taylor Hall (Grid E-8) on the campus map (next to Butler Chapel). Parking lots Q and P provide the most convenient parking for our students and visitors. All guests need to display a parking pass on their rearview mirror when visiting campus. Parking passes are available through the Divinity School Office of Admissions by calling us at 1-800-760-9827, extension 1830, or from Campus Safety.



# Campbell University Divinity School: *Student Handbook*

<b>Campbell University Mission Statement .....</b>	<b>4</b>	<b>Registration .....</b>	<b>18</b>
<b>Greetings from Dean Andrew H. Wakefield .....</b>	<b>5</b>	Course Drops, Adds and Withdrawals	Insurance
<b>Statement of Purpose .....</b>	<b>6</b>	Financial Aid	Submission of Written Work
<b>Community Resources and Services .....</b>	<b>8</b>	Graduation	Transcripts
Banking	Lost and Found	Graduation with Distinction	Tuition and Fees
Bookstore	Lounge	<b>Standards of Conduct and the Learning Environment .....</b>	<b>20</b>
Building Hours	Mail Service	Academic Appeals Process	Harassment
Butler Chapel	Pets	Academic Restriction	Incompletes
Children/Child Care	Recreational Facilities	Code of Honor	Plagiarism
Church Attendance	Intramurals	Conduct Covenant	Professors
Commuter Lodging	Refreshments	Interpretation/Exposition	Repeating a Course
Concert Series	Resource and Referral	Covenant Keeping	Sanctions Statement
Copy Machine	Resources for Persons with Disabilities	A Pastoral Process	Warning
Dining Options	Security	Informal Process	Suspension
Dress Code	Student Advisory Leadership Team (SALT)	Formal Process	Dismissal
Emergency Preparedness	Student Directory	Concerns	Student Rights and Responsibilities Statement
Health Services	Student E-mail Accounts	Dismissal	
Appointments	Vehicle Registration and Parking	Grading and Academic Requirements	
Charges		<b>Campus Map .....</b>	<b>29</b>
Counseling		<b>Hours of Operation .....</b>	<b>30</b>
Housing			
Inclement Weather Policy			
Library			
<b>Worship .....</b>	<b>14</b>		
Chapel	Ensemble		
Commissioning Services	Spiritual Formation		
Covenant and Hooding and Graduation Service			
<b>Academic Resources .....</b>	<b>15</b>		
Academic Advisement	Continuing Enrollment		
Academic Support	Helpdesk		
Auditing Classes	Use of Electronic Devices		
Blackboard	WebAccess		
Campbell University Student Helpdesk	Writing Workshops		
Class Attendance			
Computers			
On Campus Labs			
Wireless Internet Connection			



## **Campbell University Mission Statement**

The mission of Campbell University is to graduate students with exemplary academic and professional skills who are prepared for purposeful lives and meaningful service. The University is informed and inspired by its Baptist heritage and three basic theological and biblical presuppositions: learning is appointed and conserved by God as essential to the fulfillment of human destiny; in Christ all things consist and find ultimate unity; and the Kingdom of God in this world is rooted and grounded in Christian community. The University embraces the conviction that there is no conflict between the life of faith and the life of inquiry.

To fulfill its mission, the University:

- I. presents a worldview informed by Christian principles and perspectives;
- II. affirms that truth is revelatory and transcendent as well as empirical and rational, and that all truth finds its unity in Jesus Christ;
- III. influences development of moral courage, social sensitivity, and ethical responsibility;
- IV. gathers a diverse community of learners;
- V. delivers academic instruction in the liberal arts and sciences and professional preparation at both undergraduate and graduate levels through traditional, extended campus, and online programs;
- VI. transfers to students the vast body of knowledge and values accumulated over the ages;
- VII. encourages students to think critically and creatively;
- VIII. fosters the development of intellectual vitality, physical wellness, and aesthetic sensibility;
- IX. forges a community of learning that is committed to the pursuit, discovery, and dissemination of knowledge;
- X. provides students with servant leadership opportunities;
- XI. cooperates with other educational institutions to expand learning opportunities for students;
- XII. offers service and other opportunities to the greater community through athletics, continuing education, and cultural enrichment programming.

Approved: April 23, 2014

## Greetings From the Dean

Dear Student:

Welcome to the Campbell University Divinity School! We rejoice that you have joined us in our mission to provide “Christ-centered, Bible-based, and Ministry-focused” servant leadership to God’s people in the 21st century. As the Twentieth Anniversary of Campbell University Divinity School quickly approaches, we are filled with gratitude for the ways in which God has blessed this school and community for the last twenty years, and we are filled with anticipation and excitement for what the next twenty years will bring. We pledge our best to help you achieve your desired academic and spiritual goals while you are with us.

Life in Christian community requires cooperation, consideration, and participation. Thus, the information in this Student Handbook is printed to help you succeed as a student and experience life to the fullest in our school. We call upon you to give your best to promoting our school and the family atmosphere we seek to cultivate. Do not hesitate to ask for assistance from the deans, faculty, and staff should a need arise.

We hope the information in this handbook will be helpful to you, and that God will richly bless your journey with us.

Grace and Peace,



Andrew H. Wakefield  
Dean



*Campbell University Divinity School is pleased to provide our students with a Student Handbook outlining the various policies and dimensions of the school that affect student welfare. The availability of this handbook is evidence of our belief that students make up the heart of this school.*

*This handbook is intended as a guideline for students and should not be construed as an offer to contract or as a contract between Campbell University, Incorporated, and any student or a warranty or any entitlements, programs, regulations, or benefits set forth herein. Because of the ever-changing nature of student life and issues affecting student welfare, information in this handbook may be changed, modified, or deleted as necessary to conform to school and university policies, to accrediting guidelines, and to the requirements for graduate programs of the Divinity School. The Dean and Director of Student Services will make available to students new policies, changes in present policy, or deletions should they arise. This handbook supersedes all previous editions of this handbook. Please keep this handbook in a safe place to be available for consultation.*

## Campbell University Divinity School: *Statement of Purpose*

The Campbell University Divinity School has a formally adopted statement of institutional purpose which clearly reflects the mission and sets forth the School's particular identity and values. This statement of institutional purpose communicates clearly and vividly the commitment of the deans, faculty, administrative staff, and students. Moreover, the Divinity School has enjoyed uncommon affirmation for the convictions, clarity, and commitment described by this statement of institutional purpose and mission. The University Board of Trustees formally affirmed and adopted the statement prior to the announcement and beginning of the school. The statement of institutional purpose is printed in all documents of the school:

**The purpose of the Campbell University Divinity School  
is to provide *Christ-centered, Bible-based,  
and Ministry-focused* theological education.**

The Campbell University Divinity School is clear about its mission and purpose. New students entering the school each semester are featured in a covenant and commissioning service where they are challenged to become "*Christ-centered, Bible-based, and Ministry-focused*" servants of Christ and the church. Each student in the school knows the mission statement, and many have adopted this statement as their personal philosophy of ministry. The deans and faculty have experienced the value of a clear and realistic mission statement that can be easily remembered and passionately adopted. The Divinity School Statement of Purpose is clearly consistent with the University's Statement of Purpose and is a positive outgrowth of its excellence. It is our conviction that this mission statement reflects the essence of theological scholarship and the mission of the church.





## Divinity School Handbook: *Community Resources and Services*

*In the following pages we attempt to provide specific information about the topics in which students are most likely to be interested. However, if we do not include something about which you have a question, please do not hesitate to ask the Director of Student Services, one of the staff, or a member of the faculty.*

### ***Banking***

Several banks are convenient to the University campus. First Citizens Bank is located on Main Street near the Post Office. BB&T, First Bank, New Century, First Federal, SunTrust, SECU, and PNC Bank have branches in the vicinity of the University. 24-hour ATMs are conveniently located near campus.

### ***Bookstore***

Students may purchase books, school supplies, and other items at the campus bookstore. The bookstore is operated by Barnes and Noble. Hours of operation are on page 30.

### ***Building Hours***

Taylor Hall of Religion is open from 8 a.m. to 9 p.m. during weekdays and at other times for special occasions.

### ***Butler Chapel***

Butler Chapel is an extension of the Divinity School and serves as the location of our weekly chapel services.

### ***Children/Child Care***

Childcare issues frequently arise when Campbell holidays and those of the child's school do not match, or when a child is sick and cannot attend school or day care. Arranging childcare off campus is the personal responsibility of students who have children. Students must plan for these times in advance. Students are not authorized to bring children to campus for extended periods of time. Frequent or lengthy visits of children are not permitted, as they may create disruptions and distractions and present liability to the University for their safety. Children may not attend classes or be left unattended on Campbell property.

### ***Church Attendance***

Students are encouraged to remain active in a local church while attending Divinity School and/or to seek staff positions to enhance their spiritual growth and practical experience. Two churches are adjacent to campus: Buies Creek First Baptist Church and Memorial Baptist Church.

### ***Commuter Lodging***

The Divinity School offers temporary lodging when available for students who commute from long distances and wish to stay on campus overnight. The Office of Student Services may be able to assist with other recommendations for overnight lodging. There is a minimal cost for overnight lodging.

### ***Concert Series***

Each year the University Fine Arts Department sponsors a wide variety of performances, bringing to campus groups with varying emphases and ranging in style from classical to big band jazz. Performances, dates, and concert times can be obtained from the Music Department office at 893-1502.

### ***Copy Machine***

Copy machines are available for student use in the library. To print or make photocopies in the library, Campbell users must first add CreekBucks to their account. Guests may pay in cash to print by visiting the Circulation Desk. Printing costs \$0.05 per black and white page, or \$0.15 per color page.

## Divinity School Handbook: *Community Resources and Services*

### *Dining Options*

Campbell University has two cafeterias—Marshbanks and Shouse. Marshbanks is located just to the north of Taylor Hall, while Shouse is located across Leslie Campbell Avenue a few hundred yards south. Prices for meals currently range from \$7.25 to \$9.25, though all prices are subject to change according to University policy.

Other campus dining options include Papa John’s Pizza (dine-in and carry-out) and Greens to Go (a salad concept), both located at Shouse. Moe’s Southwest Grill is located on Main Street near the Post Office. The Oasis (located in the Wallace Student Center) offers several options including a Burger Studio and Boar’s Head Deli. Chick-fil-A is located in Britt Hall and Starbucks Coffee is located in Wiggins Library. Java City is located at the Medical School, and the Groc in Sauls Hall has groceries and snacks. The P.O.D. Market in Strickland Hall features grab-n-go dining options. A Campus Grill, Chinese restaurant, Subway, pizza place, and coffee shop are located on Marshbanks Road close to campus.

A range of payment options is available at each of the University dining facilities. Cash and credit cards are accepted. Students may also place money on their accounts to be used in the dining facilities. Funds placed on account may then be accessed at each dining facility by presenting a valid student identification card. Please note that placing funds on account for use in the dining facilities must be done on an individual basis with the business office or online using Blackboard. These funds are held separately from the account used to track tuition and other academic fees.

A variety of restaurants are located within driving distance of campus in the communities of Lillington, Dunn, Erwin, Coats, and Angier.



### *Dress Code*

As students in the Divinity School, we are witnesses for Christ on campus and before others. Students are asked to wear clothing that reflects a good witness as a minister and representative of the Lord. Generally, this means that business casual is acceptable except on special occasions during which more formal attire is requested. Cut-off shorts, shirts with inappropriate slogans, ball caps are not acceptable.

### *Emergency Preparedness*

The U.S. Department of Homeland Security has established a Homeland Security Advisory System to make the American public aware of changes in the possibility of terrorism. According to the Department, members of college communities should be observant of unusual circumstances and other suspicious items or activities. Every member of the Campbell community has a role to play to ensure the safety of our campus. In the event you see something unusual, please contact Campus Safety at 910-893-1911, or you may simply dial 1911 from any phone on campus. As always, if you anticipate a

## Divinity School Handbook: *Community Resources and Services*

change in your daily routine, we encourage you to make family and friends aware of your plans.

### **Be assured...**

The University has plans in place to address emergency preparedness, response, and recovery. Additionally, the University has established lines of communication with local, state, and federal agencies that will assist Campbell officials in responding to any emergency situation. In such an event, guidance will be available through the following resources:

- By calling 910-893-1375
- By viewing the Campbell website at [www.campbell.edu](http://www.campbell.edu)
- By reading your campus e-mail

### *Health Services*

The primary purpose for the operation of Campbell University's Health Center, LLC, which is located on T.T. Lanier Street opposite the Taylor Hall parking lot, is to provide adequate health care for the students of Campbell University.

#### **Appointments**

Students are encouraged to be seen during regular office hours (page 30) and not delay in addressing a medical problem. Except in emergency cases, the clinician is seen by appointment only. A nurse is available during regular clinic hours for those students not in need of evaluation by a clinician. Appointments may be scheduled by calling extension 1560 during regular office hours.

#### **Charges**

There is not an office-visit fee for students seen by the physician or nurse. Fees do apply to medications,

lab work, allergy shots, and all other services and supplies not previously mentioned. For billing questions, call extension 1560.

#### **Counseling Services**

Counseling Services provides confidential counseling free of charge to assist undergraduate students with personal, developmental, or psychological concerns related to their academic progress and/or personal growth.

Undergraduate students (who are enrolled currently for full-time hours) are eligible for services.

Unfortunately, graduate and professional students are not eligible for services in this office, but are served by Dr. Dan Marlowe, Director of Behavioral Health for the School of Osteopathic Medicine. Graduate and professional students interested in scheduling an appointment with Dr. Marlowe should contact him directly via email at [marlowed@campbell.edu](mailto:marlowed@campbell.edu).

### *Housing*

Apartments, mobile homes, and houses are available for rent from private companies and individuals in the Buies Creek area. Upon request, the Divinity School will provide a list of local agencies that are available to assist you in locating housing.

### *Inclement Weather Policy*

Divinity School classes will not meet whenever inclement weather endangers traveling to and from the campus. This decision will be put on voice mail (1-800-760-9827, extensions 1830, 1849, 1865, 1882, and 4379), the website, and e-mail.

Students should check the above sources for Divinity School-specific information. Divinity School instructions

## Divinity School Handbook: *Community Resources and Services*

may be different from general Campbell University information broadcast on local television stations. If in doubt, call the Divinity School before leaving home or while enroute as weather conditions often change quickly.

Students are encouraged to use their own good judgment relative to safety in traveling to school. Should classes meet and students who commute be unable to travel safely to the campus, they will not be penalized and will be able to makeup missed work.

### *Library*

Wiggins Memorial Library serves as the main library of the university. Its mission is to facilitate access to information resources that support learning, teaching, and research; to provide training for effective and ethical use of these resources; and to support the Campbell community through a state-of-the-art academic environment. It offers over 59,000 square feet of space featuring quiet individual and collaborative group study areas, 10 group study rooms, a conference room, and a 24-hour study lounge. The library is a technology-equipped space with over 60 PC and Macintosh public workstations. The library collection contains over 225,000 print volumes, over 127,000 e-books, 284 print periodical subscriptions, almost 50,000 full-text electronic periodical subscriptions, and over 500,000 microforms. The library's website ([www.lib.campbell.edu](http://www.lib.campbell.edu)) serves as a gateway to this wide array of resources and provides access to many services, including research assistance, interlibrary loan, and electronic reserves. The core theological collection is located on the second and third floors of the Kivett Stacks. A theological reference collection is housed on the third floor of Kivett. The librarians at the Research Assistance Desk on the first floor of Wiggins can assist students as needed.



### *Lost and Found*

If a student loses personal belongings on campus, he or she may contact the Divinity School staff to see if they have been turned in. Likewise, students finding misplaced personal belongings should turn them in to the Administrative Assistant in the Dean's office.

### *Lounge*

There is a student lounge on the first floor of Taylor Hall (T-124). Students may pick up their campus mail, enjoy fellowship, study, and eat their lunches here. Refrigerators, coffee makers, and microwaves are available. All students should contribute to maintaining the cleanliness and orderliness of the student lounge.

### *Mail Service*

The Buies Creek Post Office is located on Main Street across from the Wallace Student Center. Students can secure a post office box for a nominal fee.

### *Pets*

Pets are not allowed in the Divinity School at any time, with the exception of those needed to assist persons with disabilities.

# Divinity School Handbook: *Community Resources and Services*

## *Recreational Facilities*

A variety of recreational facilities are available to students at Campbell University. The availability of these facilities varies according to athletic events and classes that use the facilities. Specific hours of operation and requirements for each facility are posted at each facility. The facilities students enjoy include the following:

- Barker Lane Stadium—enjoy Campbell football games and tailgating
- John W. Pope Jr. Convocation Center—host site to CU basketball, wrestling, volleyball. The Holding Fitness Center is also at this location.
- Keith Hills Golf Course—a twenty-seven hole golf course located across U.S. Highway 421 in the Keith Hills Country Club
- Nathan Johnson Natatorium—an Olympic-sized indoor swimming pool
- Carter Gymnasium—available for basketball, free weights, and free exercise classes
- Nisbet Tennis center—seven high quality courts
- Outdoor Recreational Areas—fields for baseball, soccer, volleyball courts and open areas, cross-country and rubberized track facilities

## **Intramurals**

Campbell University Campus Recreation's Intramural Sports program provides students, faculty, staff, alumni, the opportunity to participate in a variety of competitive and recreational sport activities. Intramural Sports offers more than 40 different activities. To find out information about the sports offered and schedule, contact the Department of Intramural Sports (ext. 1367) or visit the recreation page of the University website.

## *Refreshments*

Soft drink and snack machines are located on the basement floor of Taylor Hall. Please also see *Dining Options*.

## *Resource and Referral*

Campbell University Divinity School encourages students to seek ministry positions in the local church and other ministry settings. To assist students and alumni, the Divinity School provides resource and referral information on students and alumni who are seeking church positions to interested churches. This is not an endorsement of a particular student but simply a referral service. The Administrative Assistant to the Dean or the Director of Church Relations will gladly accept student résumés for distribution.

## *Resources for Persons with Disabilities*

In accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Campbell University does not condone or permit discrimination against qualified applicants and students with disabilities in its educational programs, activities, services, and practices. Reasonable accommodations for documented disabilities will be made in such areas as course assignments, testing, and housing. It is important to note, however, that the Americans with Disabilities Act prohibits University personnel from requesting information from students about disabilities. **Therefore, it is the student's responsibility to make his or her need for assistance known to individual faculty members or the Office of Student Services.** In addition, all students are expected and required to meet the same basic academic and behavioral standards. The University's Office of Student Support Services works in partnership with the Divinity School to provide assistance. The Office of Student Success is located at 227 Main Street (between the Wallace Student Center and Carter Gymnasium). For more detailed information regarding this policy, please contact the Director of Student Services or Assistant Dean.

## Divinity School Handbook: *Community Resources and Services*

### **Security**

In case of an emergency, call 1911 (on campus) or 893-1375. By virtue of its rural location, Campbell University has historically provided a safe environment for its students. Nevertheless, reasonable precautions are required to maintain the security of the campus. Common sense dictates that students keep the doors to their vehicles and residences locked.

*Students are urged to become familiar with the placement and operation of security telephone stations placed throughout the campus.* Each station is equipped with a direct telephone link to Public Safety. The stations are easily identified at night by a blue light. There are two stations of particular interest to Divinity Students: one station is located at the rear corner of Taylor Hall, facing the chapel, and the other station is located midway between Taylor Hall and Carrie Rich Hall, beside the brick walkway.

### **Student Advisory Leadership Team (SALT)**

The Student Advisory Leadership Team (SALT) represents and promotes student interests in the decision-making processes of Campbell University Divinity School by cultivating and maintaining leadership among the students. The mission of SALT is *“to partner with faculty and staff to offer ministry to the students and families of the Divinity School through fellowship, encouragement, and support.”*

### **Student Directory**

A student directory is published each semester to provide the student body with photos and contact information on each of the current students.

### **Student E-mail Accounts**

Upon registration of a student, Computing Services creates a Campbell University e-mail address that is commonly used by professors, the Office of Student Services, Business Office, and others to get in contact with students for classes and other University business. Graduates of Campbell University may keep their e-mail address for life. Please see the Director of Student Services if you need assistance with creating your Campbell e-mail accounts.

### **Vehicle Registration and Parking**

Any student attending Campbell University and all residents of Campbell-owned housing who own and/or operate a motor vehicle on campus or at any time in the Buies Creek area are required to register with Parking Administration. All students registering a vehicle are required to pay a fee and to properly display the decal on the vehicle. Additional information is available at the Campus Safety Office. Commuter lots are marked, and the lot located behind the health center is used commonly by Divinity School students. **Please note it is important to use the appropriate parking lots on campus. Memorial Baptist Church and Buies Creek First Baptist Church are not campus lots.**



## Divinity School Handbook: *Worship*

### *Chapel*

The Campbell University Divinity School community worships together each Tuesday from 10:40 a.m. to 11:30 a.m. and during evening chapel services as announced. Chapel attendance is required for students in all formation courses and is encouraged for all students.

### *Commissioning Services*

A Service of Convocation and Commissioning is held at the beginning of each semester to recognize new students as they begin their Divinity School journeys and to give an opportunity for returning students to reflect on their calls and their journeys. It is one of the highlights of the semester. *Attendance is required.*

### *Covenant and Hooding and Graduation Service*

The Covenant and Hooding Service is a highlight of the Divinity School experience as graduates gather with family, friends, and the Divinity School community to celebrate graduation. At the service, graduates receive their diplomas and their masters' hoods in recognition of completion of requirements for the Master of Arts in Christian Ministry, Master of Divinity, or Doctor of Ministry degrees. This is not only a celebration of academic achievement, but also a special service of worship.

### *Ensemble*

An open invitation is extended to students who would like to sing in the Divinity School ensemble. Students may receive one credit hour for participation in the ensemble and chapel. Rehearsals are held each Tuesday prior to chapel. The ensemble is expected to be available for worship leadership during chapel services and at other

times as announced. Participants are expected to dress as worship leaders. The ensemble is sometimes asked to perform at other Divinity School or University functions.

### *Spiritual Formation*

Throughout the Divinity School experience, great attention is placed on the development and nurturing of the spiritual life of students as well as spiritual development in a congregation. Worship experiences are central in daily activities of the school and are complemented with precept groups, classes in spiritual formation, covenant groups, spiritual life retreats, and opportunities for leadership in spiritual formation events. Students experience the family of the body of Christ in worship and fellowship among the faculty and students in the school.



## Divinity School Handbook: *Academic Resources*

### ***Academic Advisement***

Each student is assigned an academic adviser and is encouraged to use that faculty member as needed for consultation related to requirements and academic needs. These assignments are made when students matriculate for the first time. Each student is responsible for monitoring his or her progress toward graduation. Advisement opportunities will also be built into selected classes in the curriculum.

### ***Academic Support***

The Divinity School provides academic support services ranging from online resources to study groups and seminars. For a complete listing of services available, visit the Office of Student Services.

### ***Auditing Classes***

Auditing is only offered on a space-available basis to currently enrolled students, alumni, and persons accepted for specialized programs offered at Campbell.

### ***Blackboard***

The Blackboard Academic Suite is the learning management system used by many professors on campus. It is used for internet courses and also to enhance classroom learning. The Blackboard Academic Suite uses the common WebAccess user name and password.

### ***Campbell University Student Class Attendance***

Regular and punctual attendance is expected for all classes and activities. Special requirements for certain classes will be specified by the professor. Since attendance and participation affect learning, students who miss more than one week of a class will be subject

to make-up work and/or a grade penalty. Students who miss more than two weeks of class time (15% during the summer term) will be subject to failing the course for this reason. Students are expected to be on time for class meetings.

### ***Computers***

#### ***On Campus Labs***

Computers are available in Room 323 of Taylor Hall for Divinity School students. Additional computer labs are located in the library.

#### ***Wireless Internet Connection***

Campbell University is pleased to offer wireless internet access. Information about access is available in the Student Lounge or by calling the Helpdesk at 910-893-1208.

### ***Continuing Enrollment (1/2 hr. credit)***

Recent data show that approximately 20% of MDiv and MACM students take at least one semester leave from classes during their degree programs. The Divinity School has informally followed a practice of continuing enrollment for students taking a semester leave of absence. Students continue to have access to the library, the University's internet resources, faculty advisers, chapel services, student services, referral services, and regular contact from the Divinity School. The process of spiritual and vocational formation for ministry continues from the time a student is accepted until he or she graduates or formally withdraws from school.

Students on leave from classes are invited to register for and participate in DIVI 4078—Covenant Group, a formal program of spiritual formation. The covenant group seeks to provide a sense of theological community and an accountability structure for continuing spiritual formation.



## Divinity School Handbook: *Academic Resources*

Students do not meet for classes on campus, but instead communicate with one another through e-mail and the Internet. Each student is asked to maintain a spiritual discipline and to contribute a theological reflection for the benefit of the other members of the group. The group occasionally plans one or two meetings on campus to participate in special events such as the Commissioning Service, Holy Week chapel services, or special lectures.

Students not taking classes who enroll in DIVI 4078 receive ½ hour of credit. Students who matriculate for continuing enrollment continue to receive access to all the programs and services of the University and the Divinity School and remain in the spiritual and vocational formation process of the Divinity School's curriculum.

### *Helpdesk*

The student helpdesk aids students in cleaning viruses and spyware, updating their machines for protection, and diagnosing other issues. If you have a question about your student e-mail or the account used to log on to Web Access, you may call (910) 893-1208 but please have your student identification number ready.

### *Use of Electronic Devices*

**Cell phones must be turned off during class and chapel.** Please give the Divinity School main office phone number (910-893-1830) or Student Services office number (910-814-4379) to churches, family members, or child care givers as an emergency contact number. In case of an emergency, one of the staff will come and get the student.

Laptop or handheld computers may be used during class **only with prior permission from the professor.** They may be used only for taking notes, and only if they are used in such a way that they do not distract other students.

Other related activities may be approved by the professor (e.g., using Bible reference software during a discussion) with prior permission. **In no case may such devices be used to send e-mail, play games, browse the internet, or otherwise engage in activities unrelated to or disruptive of the class.**

All electronic devices must be turned off and put away during examinations.

### *WebAccess*

WebAccess is a system provided to ease the wait for some tasks such as checking grades and reviewing financial aid information. Access is available worldwide through the internet and should answer some questions that you have in regards to your status here at Campbell University.

### *Writing Workshops*

The Divinity School provides writing workshops periodically. These sessions deal with the basics of writing, including organizing research, writing a draft, grammar helps, notating sources, and preparing a bibliography. Students are encouraged to purchase *A Manual for Writers of Term Papers, Theses, and Dissertations* by Kate L. Turabian for help in preparing formal assignments. A simplified adaptation of Turabian's format guidelines is provided in the student lounge.



## Divinity School Handbook: *Registration*

### *Course Drops, Adds, and Withdrawals*

Students who drop courses or withdraw from school on or before the specified dates listed on the academic calendar are eligible for a full refund of tuition, audit, and parking fees. The professor's signature is required for all classes dropped or added. Apply in the Academic Resources Office by 5:00 p.m. on the specified date as listed in the academic calendar.

Students who drop courses or withdraw from school after the late registration deadline but on or before the last day to drop classes are eligible for a prorated refund (based on the number of classes attended) of tuition, audit, and parking fees. No refunds will be issued when withdrawing from school or dropping a course after this date.

Any reduction in a student's course load will result in an adjustment in the student's financial aid.

Students who drop courses after being awarded financial aid will normally be required to repay a proportionate amount of the award to the Divinity School Financial Aid Program.

Students may withdraw from a course after late registration/adding courses deadline and before the drop without a grade deadline. A Drop/Add form must be completed and approved in the Assistant Dean's Office. Withdrawals after the drop-add deadline will be assigned a WP or WF and must obtain the professor's signed approval. Students who stop attending class without submitting an approved drop-add form will receive an F for the course.

A student who desires to withdraw from school must withdraw from all courses and complete a Notice of Withdrawal form in the Academic Resources Office.

### *Financial Aid*

The Divinity School recognizes the opportunity and need to assist students with the costs involved in pursuing theological education. Thanks to the generous support of individuals, churches, the University, and related denominational and religious organizations, the Divinity School is able to provide a program of financial aid. A full description of all financial aid offered is available in the Campbell University Divinity School Bulletin, on the Divinity School website, and in a printed Guidelines for Financial Aid handout. All financial aid is designed to supplement the primary resources of a student. Scholarship recipients are required to be enrolled as full-time students, taking 9 or more hours.

Students who are placed on academic restriction (see page 20) will not be eligible for endowed scholarship awards. Once a student is removed from academic restriction, financial aid will be re-evaluated by the Financial Aid Committee. Questions about financial aid should be directed to the Director of Divinity Student Finances.



## Divinity School Handbook: *Registration*

### *Graduation*

The Divinity School awards degrees once per academic year during a combined service of Hooding and Graduation in the spring semester. Since most students graduate from Divinity School only once in a lifetime, and since the Divinity School emphasizes a family atmosphere and the importance of the community of faith, **attendance at the Hooding/Graduation Service is required**. Permission to be absent must be requested in writing to the Dean at least one month prior to the event. If permission is granted, students not attending the service will be granted their degrees in absentia. It is the student's responsibility to make arrangements with the Registrar's Office or Dean's Office to obtain his/her diploma. Also, graduating students must clear their accounts with the Business Office in order to receive their diplomas.

### *Graduation with Distinction*

Students in the MDIV and MACM programs with 3.80 GPA or above on all course work attempted will graduate "with distinction," should the residence requirements be met as established by the faculty.

### *Insurance*

All full-time, main campus Undergraduate, Law, Pharmacy, and Divinity students are included in our \$3,000 Blanket Accident Program. The premium for this insurance is required and is a part of matriculation fees. In addition to this Accident Program, Hospitalization/Sickness coverage may be obtained through the registration period. This policy is meant to offer limited coverage for an illness resulting in hospitalization. There are limited outpatient benefits. A brochure listing policy benefits and exclusions may be obtained at the Business Office or Student Health. A comprehensive international student medical insurance plan offered through the

University is required for all students who are not U.S. citizens.

### *Submission of Written Work*

Written work should be submitted on time as indicated in the course syllabus. Students should contact the professor of a course to inquire if written assignments may be submitted electronically. A simplified adaptation of Turabian's format guidelines for writing papers is available in the student lounge or Academic Resources Office.

### *Transcripts*

Students who desire a transcript of their University work must present a written request to the Registrar's Office, giving notice of at least one week. Please note that federal law requires that all requests must bear the signature of the student, so e-mail requests cannot be honored. All transcript requests are billed at the rate of \$5.00 per request.

### *Tuition and Fees*

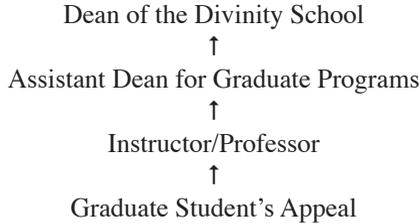
The current fees and expenses for attending the Divinity School are published annually. Included in tuition costs are privileges associated with being a student at Campbell, such as use of library, recreational facilities, etc. Expenses for food, lodging, books, travel, and personal needs are not included in tuition costs. It is estimated that books will average \$300-\$400 per semester. A student must take a minimum of nine semester hours to be considered a full-time student. Eight and one-half semester hours or less is considered part-time. The tuition and fees are subject to change as required by University policy. Students are encouraged and expected to pay statements in full by the conclusion of each semester. Current tuition and fees are published and distributed at matriculation. Insofar as it is possible, changes in tuition and fees will be published at the end of each academic year.

# Divinity School Handbook: *Standards of Conduct and the Learning Environment*

## ***Academic Appeals Process***

(Applicable to degree and non-degree students)

### **Academic Cases and Academic Violations**



Student appeals on academic issues should first be taken to the instructor. If the matter cannot be resolved satisfactorily at this level, either the instructor or the student may take the matter to the Assistant Dean. The decision of the Assistant Dean may be appealed to the Dean. The decision by the Dean is final.

The faculty adviser may serve as a resource for resolving academic issues and may be utilized by the student, instructor, coordinator, and/or Dean as appropriate.

Student appeals on admission are heard by the appropriate Admissions Committee, which is made up of the Assistant Dean, the Director of Admissions, and appointed members. Further appeal is made to the Dean. The decision by the Dean is final.

## ***Academic Restriction***

Academic restriction relates to the number of hours and courses a student may take. A new student may be admitted on academic restriction if the Admissions Committee determines that taking a reduced load would enhance the student's potential for meeting the school's minimum grade point average (2.0 GPA), which is required for continued enrollment and for graduation.

Full-time students who earn less than a 2.0 GPA will be placed on academic restriction for the subsequent semester. They will be limited to 9-11 hours, selected in consultation with an academic adviser, and will be reminded of the academic support services provided by the school. If the average does not improve by the end of the first semester on restriction, a warning will be issued and the student will be required to have courses approved by an academic adviser and the Assistant Dean. If a 2.0 GPA is not attained or improvement is not demonstrated, a student is subject to dismissal after two semesters of academic restriction. Full-time students attaining a 2.0 GPA or above will be removed from academic restriction. The academic record of part-time students will be reviewed each term, but a student will not be removed from or placed on academic restriction until at least nine hours have been taken. Students who are placed on academic restriction will not be eligible for endowed scholarships.

Students on academic restriction are encouraged to consult with an academic adviser and to avail themselves of all academic support services provided by the School and the university. Information about academic support services is published in the *Student Handbook*, in the *Update*, and is available from the Director of Student Services. Questions concerning academic restriction may be discussed with the Assistant Dean. After consulting with the Assistant Dean, if a student wishes to pursue a formal appeal, it must be submitted in writing to the Dean, whose decision will be final.

## ***Code of Honor***

Campbell University Divinity School operates in a manner consistent with the Standards of Conduct, Code of Honor, and Ethics of the Learning Environment expected

## Divinity School Handbook: *Standards of Conduct and the Learning Environment*

of students enrolled in any school of Campbell University. The expectations outlined in the University Code of Honor, in particular, are applicable to all students enrolled in the Divinity School. These principles and guidelines for conduct are based upon scripture as fully revealed in the teachings of Jesus Christ. It is expected that each student will take the time to become familiar with these expectations and guidelines, and gladly embrace them as principles which contribute to the wholesome welfare of a Christian community.

As a Divinity School, our community of faculty, staff, and students are here for the purpose of educating persons for the ministry of Jesus Christ. Because of this commitment, we seek to live out and exemplify the highest witness possible with personal integrity, honesty, respect for others, academic integrity, and displays of Christian love and redemptiveness. Because of our desire to obey Christ in every area of our lives, including school, we strive especially not to bear false witness in behavior, speech, actions toward others, or toward the school. All members of the Divinity School family are expected to live truthfully and contribute to the welfare of this school and community by acting graciously and respectfully toward all.

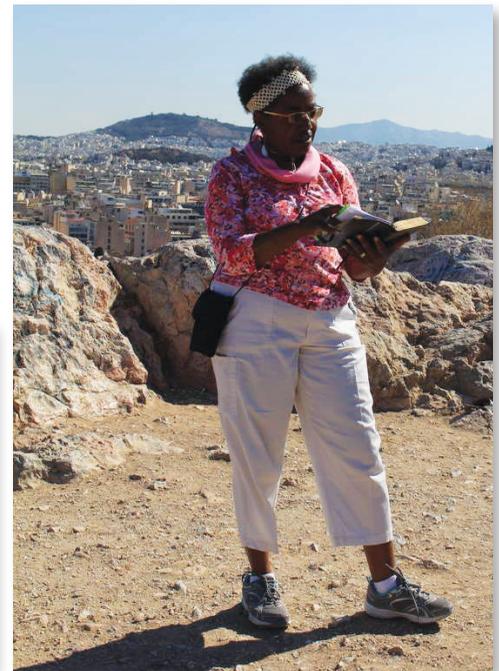
Campbell University is not only a faith community but it is also an academic community. We call upon all students to respect this place of learning by faithfully attending classes, completing assignments, preparing for each class session, and caring for the classroom facilities. Students are expected to abstain from cheating of any kind, plagiarizing, fabricating, falsifying work, or engaging in any form of dishonesty. Such actions are not consistent with the purpose, goals, and spirit of Campbell Divinity School and are detrimental to our faith community.

Violations of the academic Code of Honor will be dealt with following the procedures outlined elsewhere in this handbook.

Campbell Divinity School, most of all, seeks to be a community governed by the Spirit of Christ and a school dedicated to the service of the church. The noble mission statement of the Divinity School guides our life together. We ask all members of the Divinity School family to contribute to the mission of God's Kingdom by giving their best to this community of faith and learning.



*Bible Lands Study Tour, May 2016  
Turkey & Greece*



## Divinity School Handbook: *Standards of Conduct and the Learning Environment*

### ***Conduct Covenant: Campbell University Divinity School***

We, the faculty and students of the Divinity School of Campbell University, make covenant, individually and corporately, to uphold the highest standards of personal and academic integrity. This includes, but is not limited to, never lying, cheating, stealing, causing harm to self or others, or defacing property. Set aside by the calling of God, we hold ourselves and each other to the highest standards of conduct.

As a Divinity School committed to forming and educating persons for the ministry of Jesus Christ, we covenant together to embody truth in every aspect of our lives, including our academic work. In joyful obedience to Christ, we gratefully involve our bodies, minds, and spirits in this community of discipline and love, recognizing that we are a people called to worship God by the Spirit of truth.

#### ***Interpretation/Exposition:***

(1) Our call is lived out in community. We do not claim as our own that which belongs to the community. We will respect the places of learning, help to care for the facilities, and share in the exchange of materials, neither stealing nor abusing books or other valuable tools of learning. We will abstain from cheating of every kind. We will not plagiarize, fabricate, or falsify our work or aid others in these forms of dishonesty. When we observe any forms of dishonesty, we recognize that we are under moral obligation to report the offender to the Assistant Dean. In the truthful pursuit of knowledge and understanding, we will foster the honest and respectful exchange of ideas, prepare for class, listen carefully, seek to understand, and give a fair, accurate, and charitable

account of ideas, positions, and arguments with which we agree and disagree. In this vital exchange, we will open ourselves to judgment, always seeking to learn and not bear false witness.

(2) Those who claim Christ speak and live truthfully. We are called to show respect to all we meet, acknowledging in our daily behavior on and off the campus that we are called to live in the image of God. We work to strengthen one another in Christ. We are welcoming and hospitable, endeavoring to create a place where all will feel safe and free to share joys and struggles, passions and conflicts, hopes and fears. We serve and do not exploit one another. We honor the friendships we form, transcending self-service with mutual service. We live honestly before our friends, giving and receiving Godly wisdom and holding ourselves accountable to one another as disciples of Jesus Christ. We attend to the concerns of our families, avoiding neglect, abuse, or evil counsel. We are faithful to the covenants we enter: personal, marital, familial, and communal. We encourage each other to ever-deepening commitment to Christ in prayer, fasting, chastity, worship, study, and acts of charity, justice, and mercy.

#### ***Covenant Keeping***

Breaches of community covenants are grievous matters, both to the individuals concerned and to the community as a whole. To encourage covenant faithfulness, the Divinity School conduct covenant tries to be explicit in describing the kind of attitude and behavior that honors the distinctive nature of the Divinity School. The Divinity School will work to make students aware of our covenant together from the beginning of their academic program.

**A Pastoral Process:** The response of the community to both alleged and confirmed fractures of our covenant

## Divinity School Handbook: *Standards of Conduct and the Learning Environment*

will be guided by pastoral concerns. In this instance pastoral denotes reconciling, restorative, healing. At times we can be reconciling, restorative and healing simply through sharing, listening sympathetically, and responding with forgiveness and understanding. In other instances reconciliation, restoration to the community and healing of person and community, can occur only through confession, an attitude of penance and penitential acts indicating remorse, contrition, and a desire to learn from one's errors. Members of the covenant community who are aggrieved by the conduct of other members of the community should find a friend and approach the offending party to work out the misunderstanding or offense (Matthew 18:15-20). However, because of their gravity, matters related to plagiarism, cheating, theft or abuse of property (including academic property), fraud, or personal (and especially sexual or racial) harassment, should be brought directly to the Assistant Dean for address and resolution following the processes described below. As members of a covenant community, all persons have a moral obligation to report breaches of the covenant. When grievances are brought to the Assistant Dean, the following processes will be implemented:

- A) Faculty accused of covenant violation will be subject to the policies and procedures of the currently effective Campbell University Faculty Handbook.
- B) Students accused of covenant violation may elect
  - (1) to authorize the Assistant Dean to initiate an informal process to resolve the accusation and apply any indicated disciplines, or
  - (2) to authorize the Assistant Dean to initiate a formal process involving fellow students, faculty, and administration who will attempt to determine whether

there has been a violation and take appropriate pastoral action.

(1) **Informal Process:** Under this procedure the person bringing the accusation, the accused, the Assistant Dean, and whomever the Assistant Dean deems appropriate will work to review the facts of the offense. The Assistant Dean will decide on guilt or innocence, the Divinity School's response to it, and any indicated discipline.

(2) **Formal Process:** Under this process, the alleged offense(s) will be reviewed by The Divinity School Judicial Board, composed of the Assistant Dean (who will serve as Chair of the Board), the Director of Student Services, four students (one of whom shall be designated an alternate), and three faculty and/or staff members (one of whom shall be designated an alternate). This committee will review the grievance, dismiss it or admit it, and decide on any action to be taken in response to it. In either the informal or formal processes, the student who is the subject of a complaint or accusation will be fully informed of the grievance(s) brought against him/her, given ample opportunity to respond, and be assured she/he will be heard fully, fairly and in Christian charity. Proceedings under both (1) and (2) should be held in strictest confidence by all parties concerned. Disciplinary measures, depending on the severity of the offense, may include but not be limited to: required counseling, a mandated leave of absence for a term or terms, failure of a course, and suspension or expulsion from the Divinity School.

## Divinity School Handbook: *Standards of Conduct and the Learning Environment*

Decisions made in either the formal or informal process may be appealed to the Dean. The decision of the Dean is final.

Campbell University Divinity School is a Christian community shaped by the Gospel of Jesus Christ. While we do not expect members of other faith traditions to share the theological framework out of which this covenant was developed, anyone who is part of our community is expected to live and work under the standards of conduct specified herein.

### *Concerns*

Should a student have a complaint or concern, the student should seek out the Director of Student Services. In many cases, especially when services are involved, the Office of Student Services will deal directly with the issue. In other cases, when the concern is beyond the purview of the Office of Student Services, the Director of Student Services will assist students in determining the appropriate channel through which to obtain a timely response.

### *Dismissal*

Students who are dismissed for academic reasons may apply for re-admission after one year (two full semesters). Students dismissed for other reasons may reapply only if specified, and under the conditions stated, in the notification of dismissal.

### *Grading and Academic Requirements*

Information about grading, evaluation, and related academic requirements may be found in the current Divinity School *Bulletin*. Additional information for each course is outlined in a syllabus which will be provided by the professor. Grades are available via WebAccess and

mailed by the Registrar and may not be given out verbally in the Divinity School Offices.

### *Harassment*

Campbell University Divinity School will not tolerate any type of harassment. Types of unlawful harassment covered by this policy include harassment of an individual because of that person's sex, race, religion, color, national origin, age, disability, or any other classification protected by the law.

Campbell University strictly prohibits sexual harassment in any form. Sexual harassment is broadly defined as follows:

Unwelcome sexual advances, request for sexual favors and other verbal, graphic, 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 education; (2) submission to or rejection of such conduct by an individual becomes a basis for academic evaluation; or (3) such conduct has a purpose or effect of unreasonable interfering with an individual's work performance or creates a hostile or offensive or demeaning educational environment.

Sexual harassment represents a form of abuse and/or intimidation and will be dealt with accordingly. It is recommended that students experiencing harassment contact the Director of Student Services or the Dean of the Divinity School. The student may contact any appropriate administrator, however, and may bypass anyone who may be the subject of the complaint. A thorough investigation of complaints will be conducted, and there will be no reprisals for making complaints.

## Divinity School Handbook: *Standards of Conduct and the Learning Environment*

### *Incompletes*

A student receiving a grade of IC must complete and submit the work by the end of the **sixth week into the next term** unless other arrangements have been made with the professor.

### *Plagiarism*

See page 28 for a detailed statement on the matter of plagiarism. It is listed under the entry, *Student Rights and Responsibilities*.

### *Professors*

Professors who teach in the Divinity School are carefully selected. They are persons who are qualified in their discipline areas, committed to the mission of the school, and who place priority on relationships with students. Students should take advantage of all opportunities to learn from the professors both in and out of the classroom. Addressing professors using their professional rank, i.e. “Dr. Smith” or “Professor Davis” (those without a doctorate degree) is encouraged. Referring to professors by only their first or last names in public or private conversation is discouraged.

### *Repeating a Course*

Students who receive a D or F in a course may choose to repeat the course under the following conditions:

- The course may be retaken only once.
- Only the grade for the repeated course will figure into the student’s GPA; however, both course attempts and grades will be listed on the student’s transcript.
- Credit toward degree requirements and GPA will count only once.

### *Sanctions Statement*

(Applicable to degree and non-degree students)

If discipline problems should occur, the following course of action will be taken.

#### **A. Warning**

The Dean of the Divinity School may notify the student that continuation of or repetition of specified inappropriate conduct may be cause for other disciplinary action. A warning may not be appealed.

#### **B. Suspension**

A student may be subject to forced withdrawal from the Divinity School for a specified period of time, including exclusion from classes, termination of student status and all related privileges and activities, and exclusion from the campus as set forth in the notice of suspension. If a student, while on suspension, violates any of the terms set forth in the notice of suspension, the student shall be subject to further discipline in the form of dismissal.

#### **C. Dismissal**

A student may be subject to exclusion from the campus and termination of student status for an indefinite period. The conditions for reconsideration for readmission will be specified at the time of dismissal. The student may be readmitted to the University only with the specified approval of the Admissions Committee and the specific approval of the Dean of the Divinity School.

## Divinity School Handbook: *Standards of Conduct and the Learning Environment*

### ***Student Rights and Responsibilities Statement***

(Applicable to degree and non-degree students)

Students retain those rights common to all U.S. citizens under federal and state constitutions, and through pertinent laws. These rights include, but are not limited to, the following: privacy, equal opportunity, non-discrimination, and freedom of speech, assembly, and association. Examples of the application of these rights in the University setting include the students' right to organize and join associations to promote their common interests; the right to engage in discussions to exchange thoughts and opinions; and the right to speak, write, or publish on any subject in accordance with established law.

#### **Other rights include the following:**

- The right to participate in University-sponsored services and activities without discrimination or harassment based on the student's race, color, national origin, age, sex, or other classification that deprives the person of consideration as an individual.
- The right to accurate and plainly stated information, including that relating to the maintenance of acceptable academic standing, graduation requirements, and behavior expectations.
- The right to be evaluated in the classroom solely on the basis of academic achievement and fulfillment of educational requirements with freedom of expression protected and respected.
- The right of protection from the maintenance by the University of records reflecting the student's beliefs or his or her political activity and associations

except for counseling records, health records,– and records of disciplinary proceedings, and the right of protection from release to persons outside the University community of such records as well as academic and disciplinary records without the express consent of the student or a court order.

- The right to petition for change in either academic or non-academic regulations, procedures, or practices.
- The right to fair and impartial treatment and due process in any action which can reasonably be expected to affect the student's status with the University, brought or taken by the University or any of its constituent parts or agencies.
- The right to use University facilities in accordance with the guidelines established for the use of those facilities.

The student must assume the primary responsibility for directing and monitoring his or her educational program. This includes seeking out information, advice, and experience needed to meet personal educational goals. Although professors, advisers, and staff members are expected to provide guidance, the student is normally expected to take the initiative in seeking out such information and assistance.

#### **Students are expected to do the following:**

- Become familiar with the content of the official *Bulletin* that describes their contract with the University, and specifically, the Divinity School. They must also attend to the manual, memoranda, and forms pertinent to their programs. They should also

## Divinity School Handbook: *Standards of Conduct and the Learning Environment*

seek out ways to remedy any personal or academic deficiencies and weaknesses. In addition, they should take the initiative in setting up conferences for academic program and career planning. It is strongly recommended that students maintain their own records that, to the degree possible, duplicate the files maintained in the Dean's Office.

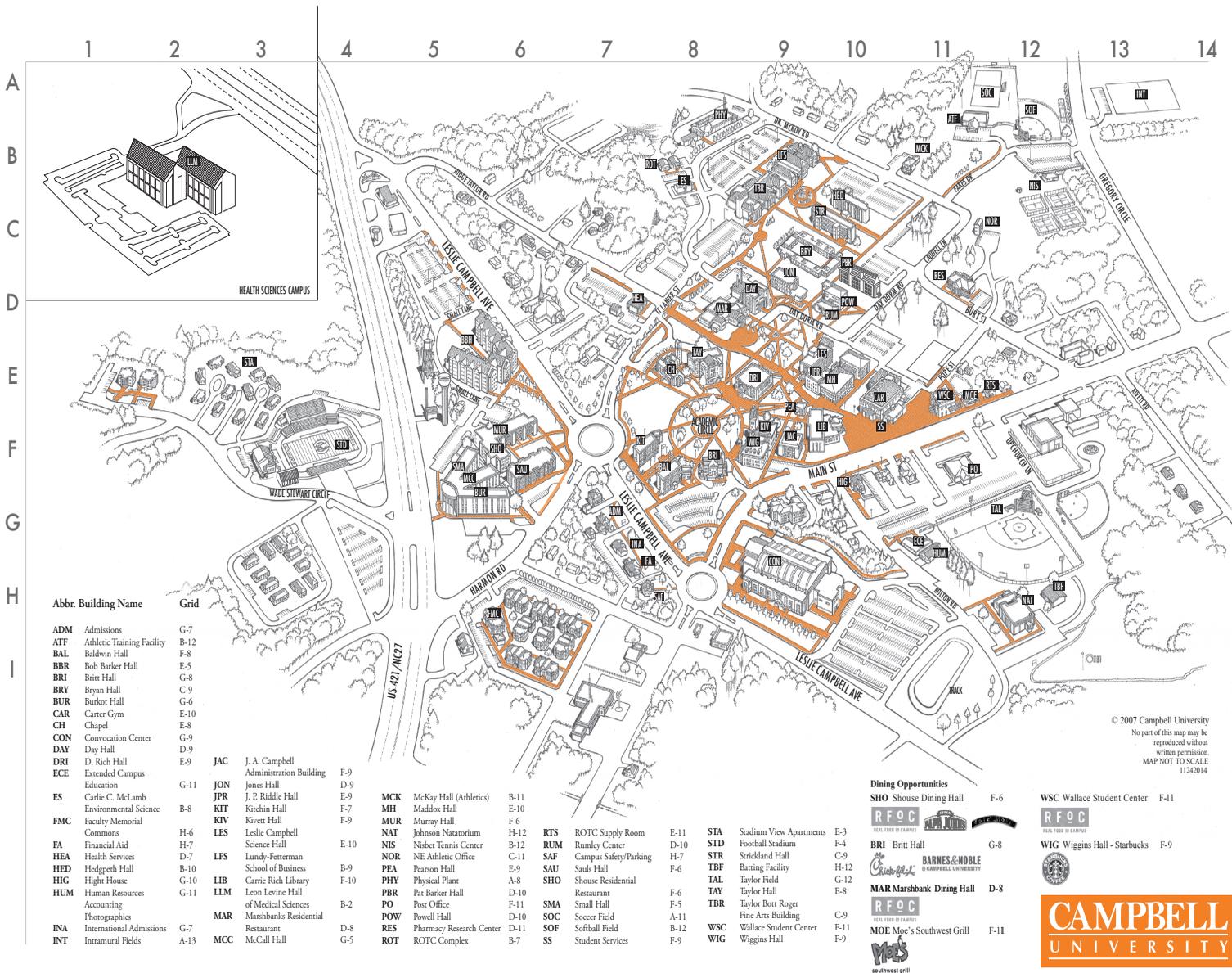
- Be aware of the rules and regulations concerning the use of University computing, library, and other facilities as set out in published material.
- Meet deadlines for work to be submitted.
- Submit original work for assessment without plagiarizing or cheating.

**Plagiarism includes, but is not necessarily limited to, the following examples:**

1. Using the words or ideas of others without proper attribution (i.e. footnotes or endnotes).
2. Paraphrasing the words or ideas of others without proper attribution.
3. Failing to place within quotation marks (or set off as block quotes) material taken verbatim from any source, whether cited or not.
4. Incorporating into one's own work the sources cited by another author without crediting that author as the source of those sources.
5. Submitting a document written by someone else (e.g., a classmate) but representing it as one's own.
6. Submitting the same work in more than one class without prior approval of all professors responsible for the courses.

Note: In some cases in which written work expresses common concepts in a discipline, attribution may not be necessary (unless one is quoting the words in which those concepts are expressed from a specific source). When in doubt, however, the best course is to provide more documentation than is necessary rather than less. The honor code for University graduate students defines cheating on exams and plagiarism and describes the consequences of such infractions: (1) being dropped from the class, (2) receiving an "F" for the course, (3) being removed from the graduate program, (4) having the matter referred to the Dean and the Executive Council, and (5) having a report inserted in the student's cumulative file.

- Contribute to the development of University programs and policies by participating in consultative and deliberative processes in a responsible and ethical manner. Be aware of the University's commitment to equal opportunity and to demonstrate tolerance and respect for all members of the University community.
- Respect the right of faculty members to express views and opinions.
- Respect the working environment of others in all areas of the University.



**Abbr. Building Name**

**Grid**

ADM	Admissions	G-7
ATF	Athletic Training Facility	B-12
BAL	Baldwin Hall	F-8
BBR	Bob Barker Hall	E-5
BRI	Britt Hall	G-8
BRY	Bryan Hall	C-9
BUR	Burkot Hall	G-6
CAR	Carter Gym	E-10
CH	Chapel	E-8
CON	Convocation Center	G-9
DAY	Day Hall	D-9
DRI	D. Rich Hall	E-9
ECE	Extended Campus Education	G-11
ES	Earle C. McLamb Environmental Science	B-8
FMC	Faculty Memorial Commons	H-6
FA	Financial Aid	H-7
HEA	Health Services	D-7
HED	Hedgepeth Hall	B-10
HIG	High House	G-10
HUM	Human Resources Accounting	G-11
INA	International Admissions	G-7
INT	Intramural Fields	A-13
JAC	J. A. Campbell Administration Building	F-9
JON	Jones Hall	D-9
JPR	J. P. Riddle Hall	E-9
KIT	Kirchin Hall	F-7
KIV	Kivert Hall	F-9
LES	Leslie Campbell Science Hall	E-10
LFS	Lundy-Fetterman School of Business	B-9
LIB	Carrie Rich Library	F-10
LLM	Leon Levine Hall of Medical Sciences	B-2
MAR	Marshbanks Residential Restaurant	D-8
MCC	McCall Hall	G-5
MCK	McKay Hall (Athletics)	B-11
MH	Maddox Hall	E-10
MUR	Murray Hall	F-6
NAT	Johnson Natatorium	H-12
NIS	Nisbet Tennis Center	B-12
NOR	NE Athletic Office	C-11
PEA	Pearson Hall	E-9
PHY	Physical Plant	A-8
PBR	Pat Barker Hall	D-10
PO	Post Office	F-11
POW	Powell Hall	D-10
RES	Pharmacy Research Center	D-11
ROT	ROTC Complex	B-7
NAT	Natatorium	H-12
RIS	ROTC Supply Room	E-11
RUM	Rumley Center	D-10
SAF	Campus Safety/Parking	H-7
SAU	Saunders Hall	F-6
SHO	Shouse Residential Restaurant	F-6
SMA	Small Hall	F-5
SOC	Soccer Field	A-11
SOF	Softball Field	B-12
SS	Student Services	F-9
STA	Stadium View Apartments	E-3
STD	Football Stadium	F-4
STR	Strickland Hall	C-9
TBF	Tanning Facility	H-12
TAL	Taylor Field	G-12
TAY	Taylor Hall	E-8
TBR	Taylor Bott Roger Fine Arts Building	C-9
WSC	Wallace Student Center	F-11
WIG	Wiggins Hall	F-9

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 MAP NOT TO SCALE.  
 11242014

**Dining Opportunities**

SHO Shouse Dining Hall F-6

**RFOC** REAL FOOD BY CAMPUS

BRI Britt Hall G-8

**BARNES & NOBLE** © CAMPBELL UNIVERSITY

MAR Marshbank Dining Hall D-8

**RFOC** REAL FOOD BY CAMPUS

MOE Moe's Southwest Grill F-11

**Moe's** southwest grill

WSC Wallace Student Center F-11

**RFOC** REAL FOOD BY CAMPUS

WIG Wiggins Hall - Starbucks F-9



# Hours of Operation \* *all times subject to change*

## **Aquatics Center (Natatorium)\***

Monday–Friday ..... 6:00 a.m.–8:00 a.m.  
Monday–Friday ..... 12:00 p.m.–8:45 p.m.  
Saturday ..... 12:00 p.m.–4:45 p.m.  
Sunday ..... 1:00 p.m.–4:45 p.m.

## **Barnes and Noble Bookstore**

Monday–Friday ..... 8:00 a.m.–5:00 p.m.  
Saturday and Sunday ..... Closed

(\*check bookstore website for updated hours)

## **Carter Gymnasium\***

Sunday–Saturday ..... 8:00 a.m.–10:00 p.m.

(Times of availability are subject to physical education classes and athletic events.)

## **Chick-fil-A**

Monday–Thursday ..... 7:00 a.m.–9:00 p.m.  
Friday ..... 7:00 a.m.–8:00 p.m.  
Saturday ..... 11:00 a.m.–8:00 p.m.  
Sunday ..... Closed

## **Copy Center (Mail, Photocopy)**

Monday–Friday ..... 8:30 a.m.–5:00 p.m.

## **Dining Halls**

### **Marshbanks Dining Hall**

Monday–Thursday ..... 7:00 a.m.–8:00 p.m.  
Friday ..... 7:00 a.m.–6:30 p.m.  
Saturday ..... 8:00 a.m.–6:30 p.m.  
Sunday ..... 8:00 a.m.–7:00 p.m.

### **Shouse Dining Hall to Go**

Breakfast–Monday–Friday ..... 7:00 a.m.–9:30 a.m.  
Lunch–Monday–Friday ..... 11:00 a.m.–2:00 p.m.

## **Free Weight Room (Carter Gym)\***

Monday–Thursday ..... 4:00 p.m.–9:00 p.m.  
Friday ..... 4:00 p.m.–6:00 p.m.

## **Holding Fitness Center**

Monday–Thursday ..... 6:00 a.m.–11:00 p.m.  
Friday ..... 6:00 a.m.–9:00 p.m.  
Saturday ..... 1:00 p.m.–9:00 p.m.  
Sunday ..... 1:00 p.m.–10:00 p.m.

## **Information Desk (Wallace Student Center)**

Monday–Friday ..... 8:00 a.m.–11:00 p.m.  
Saturday ..... 2:00 p.m.–8:00 p.m.  
Sunday ..... 2:00 p.m.–11:00 p.m.

## **Java City**

Monday–Friday ..... 7:30 a.m.–4:00 p.m.

## **Library**

Monday–Thursday ..... 7:00 a.m.–12:00 a.m.  
Friday ..... 7:00 a.m.–6:00 p.m.  
Saturday ..... 10:00 a.m.–5:30 p.m.  
Sunday ..... 2:00 p.m.–12:00 a.m.

(\*Twenty-four hour study area available)

## **Oasis (Wallace Student Center)**

Monday–Friday ..... 7:00 a.m.–10:00 p.m.  
Saturday ..... 11:00 a.m.–10:00 p.m.  
Sunday ..... 5:00 p.m.–10:00 p.m.

## **Starbucks (Wiggins Library)**

Monday–Thursday ..... 7:00 a.m.–11:00 p.m.  
Friday ..... 7:00 a.m.–6:00 p.m.  
Saturday ..... 11:00 a.m.–6:00 p.m.  
Sunday ..... 11:00 a.m.–11:00 p.m.

## **Student Health Services**

Monday–Friday ..... 8:30 a.m.– noon  
12:00–1:00 lunch  
1:00–4:30 p.m.

## **U.S. Postal Service (located on Main Street)**

Monday–Friday ..... 9:00 a.m.–5:00 p.m.

## **Vehicle Registration—Office of Campus Safety**

Monday–Friday ..... 8:30 a.m.–5:00 p.m.





P.O. Drawer 4050 • Buies Creek, North Carolina 27506  
(800)760-9827 • (fax) (910) 893-1835  
<http://divinity.campbell.edu>