

Academic Advising Handbook

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2008-2009

PACIFIC UNION COLLEGE

A Community of Learners

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Preface

The Academic Advising Handbook provides relevant information to help you accomplish your educational goals at Pacific Union College. Our learning community will provide the academic support needed in areas of career counseling, pre-professional education, various majors, General Education, freshman transition into the College life, and Honors program. This support also includes other academic and non-academic programs, such as aid for the learning disabled and free tutoring services for all students.

The College Catalog serves as the final authority in terms of any discrepancies or interpretation of other published materials. This Academic Advising Handbook is subject to change.

Please feel free to utilize any campus service or college personnel who may be able to assist you, including your academic advisor. You are very important to us. We are here to enhance your college experience and to support you.

Have a great year!

Nancy Lecourt
Academic Dean
Ext. 6234

Edwin Moore
Associate Academic Dean
Ext. 7103

2008 Freshman Orientation

Academic Sessions

Wednesday, September 17

7:00 p.m.	General Academic Orientation Welcome to a Community of Learners Top Ten Ways to Know You Aren't in High School Classroom Etiquette What is a Liberal Arts Education?	Dauphinee Chapel
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Thursday, September 18

10:00 a.m.	General Academic Advising Session Welcome to a Community That Supports You Teaching & Learning Center Working With Lantern and D2L / PUC e-mail Academic Advising at PUC	Dauphinee Chapel
11:00 a.m.	Departmental Orientation and Group Advising	Departments
12:30 p.m.	Lunch	
2:00 p.m.	Individual Advising	Advisors Offices
5:30 p.m.	Special Interest Advising – Honors	DC Azalea Rm.
6:30 p.m.	Special Interest Advising – Deciding / Pre-Professional Deciding Students Speech Pathology Occupational Therapy Physical Therapy	DH 205
	Other Allied Health Chiropractic Medical Technology Medical Radiography Veterinary Medicine Health Information Management Physician's Assistant Pharmacy Respiratory Therapy	TLC Great Room
	Engineering	CSH 238D
	Pre-Law	IH 208
	Pre-Medical / Pre-Dental / Dental Hygiene / Optometry	DH 206

Academic Calendar for 2008-2009

Autumn Quarter (2008)

W-Su	September	17-21	New Student Orientation
M		22	Instruction begins
M		29	Last day to enter or delete courses
W-S	October	8-11	Fall Revival
F-Su		17-19	Parents Weekend
M	November	17	Last day to withdraw from courses
F		21	Thanksgiving recess begins (4:00 p.m.)
Su		30	Thanksgiving recess ends (10:00 p.m.)
M-Th	December	8-11	Final examinations

Winter Quarter (2009)

Su	January	4	New Student Orientation
M		5	Instruction begins
M		12	Last day to enter or delete courses
M		19	Martin Luther King Day; no classes/labs
W-S		21-24	Winter Revival
F	February	6	Mid-quarter vacation; no classes/labs
M	March	2	Last day to withdraw from courses
M-Th		16-19	Final examinations

Spring Quarter (2009)

Su	March	29	New Student Orientation
M		30	Instruction begins
W	April	1	2009-10 registration begins/Seniors
M		6	Last day to enter or delete courses
M-S		6-11	Week of Prayer
W		15	2009-10 registration begins/All students
F-Su		17-19	Alumni Weekend
M	May	25	Memorial Day observed; no classes/labs
T		26	Last day to withdraw from courses
M-Th	June	8-11	Final examinations
F-Su		12-14	Commencement

Summer Quarter (2009)

M	June	15	Registration
M		15	Instruction begins
Th	August	6	End of Summer Quarter

Campus Services and Resources

Service/Resource	Person or Office	Location	Phone ext. (Off campus, use 965 prefix)
Academic Administration	Nancy Lecourt Edwin Moore	Chan Shun Chan Shun	6234 7103
Adventist Colleges Abroad (ACA)			
• Applications, financial arrangements	Susanne Ermshar	Graf Hall	6425
• Language advising, program coordination	Sylvia Rosi Gregorutti	Irwin Hall 214	6510
Academic/Advising	Ed Moore	Chan Shun	7103
Advising/Advisor assignments	Susi Mundy	Graf Hall	6676
Applications/ Enrollment		Graf Hall	6425
Bookstore	Jose Rivero	Angwin Plaza	6271
Campus Chaplain	Roy Ice	Church Complex	7190
Church Pastor	Tim Mitchell	Church Office	7297
Career Advising			
• Career testing and advising, personal counseling	Doug Ammon	Stauffer Hall	7364
Counseling Center			
• Testing Services	Doug Ammon	Stauffer Hall	7364
Credit Union (Silverado Credit Union)		College Plaza	965-2483
Employment Information (Student)		Financial Services	7300
Financial Aid	Laurie Wheeler	Financial Services	7200
Food Services	James Cruz	Dining Commons	6327
Health Services	Sandra Sargent	West Hall	6339
Honors Program	John McDowell	Stauffer Hall	6612
Housing Information (Campus)			
• Family, Married Student	Richard Gore	West Hall Annex 203D	6420
• Students, Men	James Boyd	Nichol Hall	7203
• Students, Women	Janice Wood	Winning Hall	6315
Human Resources	Gayln Bowers	Financial Administration	6231
International Student Advising	Karen Tempchin	Graf Hall	7362
Teaching & Learning Center			
• Academic support, test preparation, resources for study skills, tutoring, undecided advising, freshman year program, and learning disabilities	Jennifer Wareham Best Nancy Jacobo	Teaching & Learning Center Teaching & Learning Center	7688 7688
• Disabilities coordination			
Library			
• Circulation Desk	Main Desk	Library	6241
• Director's Office	Adu Worku	Library	6242
• Reference Desk	Reference Desk	Library	6639
Lost and Found	Custodial	Custodial	7261
Mail			
• Mail Services (Hours: M-Th, 8:00 a.m. to 5:00 p.m., F 8:00 a.m. to 12:00 p.m.)	Bob Wilson	Press Building	7401

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Mail (<i>continued</i>)			
• U. S. Post Office (Hours: M-F 8:00am-4:00pm Passports and photos, 10:00 a.m. to 3:00 p.m.)		Angwin Plaza	965-2272
Music			
• Choirs	Bruce Rasmussen	Paulin Hall 205	6205
• Ensembles	Lynn Wheeler	Paulin Hall	7323
• Fine Arts Series	Lynn Wheeler	Paulin Hall 102	7323
• Handbell choir	Rosalie Rasmussen	Paulin Hall	6627
• Orchestra	Rachelle Davis	Paulin Hall	6204
• Symphonic Wind Ensemble		Paulin Hall	7137
Payroll Office	Chris Ames	Financial Administration	7300
Recreational Activities, Sports	Robert Castillo	Gymnasium	6652
Recruitment		Graf Hall	6425
Registrar	Susi Mundy	Graf Hall	6676
• Registration	Marlo Waters	Graf Hall	6676
• Senior Graduation Analysis	Becky Evans	Graf Hall	6678
Security	Sean Westenrider	Public Safety	6551
Student Finance	Laurie Wheeler	Financial Services	7200
Student Missions	Roy Ice	Church Complex	7190
Student Persistence (Retention)	Jennifer Wareham Best Rosemary Collins	Teaching & Learning Center Teaching & Learning Center	7688 7688
Telephone/Information Technology	Maria Lopez	Library	7278
Visitors' Guest Rooms		Winning Hall Desk	6313

Academic Advisors

Department	Advisor	Office	Phone
Aviation	Bill Price	Flight Center	6219
	Kaye Varney	Flight Center	6219
Biology	John Duncan	Clark Hall 108	6632
	Floyd Hayes	Clark Hall 308	6401
	Bryan Ness	Clark Hall 219	6634
	Robin Vance	Clark Hall 120	6227
	Brian Wong	Clark Hall 207	6631
	Aimee Wyrick	Clark Hall 315	6636
Business Administration	David Bell	Irwin Hall 317D	6527
	Rodney Hardcastle	Irwin Hall 308	6530
	Wally Lighthouse	Irwin Hall 317C	6503
	Dan Madrid	Irwin Hall 317H	6524
	Keith Neergaard	Irwin Hall 317I	6523
	Lary Taylor	Irwin Hall 325	6528
	Marcia Toledo	Irwin Hall 300	6531
	Richard Voth	Irwin Hall 317B	6525
Chemistry	Richard Clark	Chan Shun 341	7603
	Kent Davis	Chan Shun 343	7600
	William Hemmerlin	Chan Shun 352	7596
	Marie Pak	Chan Shun 354	7598
	Ray Rajagukguk	Chan Shun 350	7599
Communication	James Chase	Irwin Hall 327	6614
	Rosemary Collins	TLC	6687
	Michelle Rai	Irwin Hall 327	7175
Computer Science, Math, Physics (CSMP)	Lloyd Best (Mathematics)	Chan Shun 238G	6591
	Bruce Ivey (Comp. Sci.)	Chan Shun 238C	6681
	Robert Ordonez (Computer Science)	Chan Shun 238J	6683
	James Robertson (Engeneering;Physics)	Chan Shun 238D	6684
	Steve Waters (Mathematics)	Chan Shun 238E	6594
Education	Jean Buller	West Hall 214	7266
	Marsha Crow	West Hall 218	6643
	Margo Haskins	West Hall 207	6340
	Tom Lee	West Hall 208	6646
	Jim Roy	West Hall 209	6644
English	Janet Borisevich	Stauffer Hall 6	6611
	Maria Rankin-Brown	Stauffer Hall 1	6613
	Cynthia Westerbeck	Stauffer Hall 9	6610
Emergency Services	James Robertson	Chan Shun 238D	6684
Exercise Science, Heath, Nutrition (ESHN)	Chuck Evans	Gymnasium 114	6344
	Mike Hellie	Gymnasium 68	6346
	Elaine Neudeck	Gymnasium 117	6345
History	Paul McGraw	Irwin Hall 211	6301
	Amy Rosenthal	Irwin Hall 210A	6404
Honors	John McDowell	Stauffer Hall 16	6612

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Department	Advisor	Office	Phone
Modern Languages	Charo Caballero-Chambers	Irwin Hall 101	7276
	Lindsay D. Petersen	Irwin Hall 214B	6509
	Sylvia Rasi Gregorutti	Irwin Hall 212B	6510
Music	Rosalie Rasmussen	Paulin Hall 105	6627
	Lynn Wheeler	Paulin Hall 102/106	7323
Nursing	Susan Bussell	Davidian Hall 114E	6760
	Linda Cochran	Davidian Hall 209	7628
	Shauna Finley	Davidian Hall 209	7626
	Joan Hughson	Davidian Hall 114G	7607
	Liss Leal	Davidian Hall 209	7620
	Karen Lewis	Davidian Hall 209	7625
	Helene Linzau	Davidian Hall 209	7677
	Kelly McHan	Davidian Hall 209	7609
	Gladys Muir	Davidian Hall 209	7604
	Bonnie Ramos	Davidian Hall 209	7624
	Shana Ruggenberg	Davidian Hall 214B	7640
	Debbie Winkle	Davidian Hall 114D	7627
	Donna Stretter	Davidian Hall 215B	7623
Katie Schneider	Davidian Hall 215A	7262	
Tamara Tirado	Davidian Hall 209	7625	
Psychology & Social Work	Bruce Bainum	Davidian Hall 109D	6534
	Charlene Bainum	Davidian Hall 109A	6545
	Fiona Bullock	Davidian Hall 109F	6549
	Monte Butler	Davidian Hall 109B	6546
	Aubyn Fulton	Davidian Hall 109G	6536
	Greg Schneider	Davidian Hall 109C	6535
Religion	Jimmy Ha	Graf Hall 8	7518
	Angel Hernandez	Graf Hall 11	6517
	Leo Ranzolin	Graf Hall 10	6513
	Jean Sheldon	Graf Hall 13	6518
	Myron Widmer	Graf Hall 12	6512
	Ross Winkle	Graf Hall 4	6516
Visual Arts	Milbert Mariano	Fisher Hall 258	6669
	Thomas Morphis	Fisher Hall 222A	7241
	Tom Turner	Fisher Hall 218A	6607
	Rodney Vance	Fisher Hall 203A	6737
Undeclared	Jennifer Wareham Best	Teaching &	7688

Pre-Professional Department	Advisor	Office	Phone
Art Therapy	Thomas Morphis	Fisher Hall 222A	7241
Chiropractic	Brian Wong	Clark Hall 207	6633
Cytotechnology	Brian Wong	Clark Hall 207	6633
Dental Hygiene	Aimee Wyrick	Clark Hall 315	6636
Dentistry	Bill Hemmerlin	Chan Shun 354	7596
	Ray Rajagukguk	Chan Shun 350	7599
	Aimee Wyrick	Clark Hall 315	6636
Engineering	James Robertson	Chan Shun 238D	6627
Health Info Management	Marcia Toledo	Irwin Hall 300	6531
Law – Business Area	Wally Lighthouse	Irwin Hall 317C	6503
Law – Social Studies Area	Amy Rosenthal	Irwin Hall 210A	6404
Medical Radiography	Bryan Ness	Clark Hall 219	6634
Medical Technology	Brian Wong	Clark Hall 207	6633
Medicine	John Duncan	Clark Hall 108	6632
	Marie Pak	Chan Shun 352	7598
	Robin Vance	Clark Hall 120	6227
Occupational Therapy	Jennifer Wareham Best	TLC	7681
Optometry	John Duncan	Clark Hall 108	6632
Osteopathy	John Duncan	Clark Hall 108	6632
Pharmacy	Richard Clark	Chan Shun 341	7603
Physical Therapy/Asst.	Jennifer Wareham Best	TLC	7681
Physician's Assistant	Donna Stretter	Davidian Hall 215B	7623
Respiratory Therapy	Richard Clark	Chan Shun 341	7603
Speech Pathology	Jennifer Wareham Best	TLC	7681
Veterinary Medicine	Bryan Ness	Clark Hall 219	6634

Registering

Important note: Do NOT use your web browser's Back button unless you go clear back to the first two menu screens. If you ignore this you will run into problems. The only safe way to go back is to press the Menu button and start over.

If you need additional instructions, click on Registration Guide in the student menu.

If you cannot log in, call ITSS (707) 965-7000 for additional help.

1. Go to <http://lantern.puc.edu>.
2. Enter your User Name. (It's your PUC e-mail address without the "@puc.edu".)
3. Enter your Password. (The default password is the last six digits of your Social Security Number.)
4. Click on the LOGIN button.
5. Click Register/Add Classes.
6. Click Search and register for classes.
7. Enter your User Name. (It's your PUC e-mail address without the "@puc.edu".)
8. Enter your Password. (The default password is the last six digits of your Social Security Number.)
9. Select the term you wish to register for in the Term field.
10. Under Subjects select the subject(s) you want to add.
11. Click Submit at the bottom of the page.
12. Click the Select Course(s) box of the class(es) you want to register for.
13. Click Submit at the bottom of the page.
14. If you get an error message, you may need to pick a different class time or register for a co-requisite class.
15. Review your classes on the Selection Confirmation page. If everything looks correct, press Submit. If not, you can either uncheck an unwanted class and press submit, or press Menu to go back to the Main Menu.
16. Repeat until all your classes are added. (Note: You probably won't be asked to enter your user name and password again.)
17. Go to the Main Menu and click My Class Schedule to verify that all classes were added properly.

Viewing Grades

1. Go to <http://lantern.puc.edu>.
2. Enter your User Name. (It's your PUC e-mail address without the "@puc.edu".)
3. Enter your Password. (The default password is the last six digits of your Social Security Number.)
4. Click on the LOGIN button.
5. To view all grades, click on Transcript.
6. To view grades by quarter, click on GPA by Quarter.
7. Enter your User Name. (It's your PUC e-mail address without the "@puc.edu".)
8. Enter your Password. The default password is the last six digits of your Social Security Number.)
9. Check the term for the grades you want to see. (Choose only one.)
10. Admire the grades you have earned.

11. Click menu to check another quarter. You start over from step 8, but you shouldn't have to enter your password again. (Don't use the back button.)

Degree Audit

1. Go to <http://lantern.puc.edu>.
2. Log on to Lantern.
3. Enter your User Name. (It's your PUC e-mail address without the "@puc.edu".)
4. Enter your Password. (The default password is the last six digits of your Social Security Number.)
5. Click the LOGIN button.
6. Click on Degree Audit.
7. Enter your User Name. (It's your PUC e-mail address without the "@puc.edu".)
8. Enter your Password. (The default password is the last six digits of your Social Security Number.)
9. Click Submit.
10. Check the box next to the active program you want to audit, or select a "what if" program.
11. If your current major is not listed under active programs, contact Academic Advising (7103) or your advisor to get it changed.
12. Click Submit.

PUC E-mail

The official method of e-mail communication for PUC students, faculty and staff is the `username@puc.edu` format. The management of the lists for the multiple databases used at PUC prohibits allowing multiple and personal changeable e-mail addresses.

This `puc.edu` address is assigned automatically by the system during the application process. If desired, the student can easily forward this address to an alternate account.

If you don't know your e-mail address or password, call ITSS at (707) 965-7000.

Webmail

Webmail is an easy way to read and manage your e-mail. You can get to Webmail at <http://webmail.puc.edu>.

Helpful links at the Webmail login prompt:

Change Password — This lets you change your password from the default.

E-mail Forwarding — This lets you forward your e-mail to any other account.

Mail Gate— Spam filtering software.

To set up Outlook Express or a similar e-mail program, you need to know that the incoming or POP3 server is `email.puc.edu` and the outgoing or SMTP server is `email.puc.edu`.

If you have any questions, please stop by ITSS or call us at ext. 7000.

Academic Programs

The Four Parts of a College Degree

The baccalaureate degree, which at PUC requires a minimum of 192 quarter units (60 upper division), consists of four main parts:

General Education

The general education program seeks to provide a forum in which we may judge which understandings of the world are better, may practice the skills of appropriate persuasion, and may cultivate the disposition to do the good we see.

Major

Courses in the student's chosen area of academic specialty. Seniors are required to take GNST 401 Senior Assessment Seminar.

Cognates

Courses related to the student's major.

Electives

Courses through which students can develop a minor, or explore new subject areas.

Course Numbering System

000-099: Remedial courses

Remedial courses are for students with inadequate academic skills. No remedial course work may apply toward any degree.

100-299: Lower-division courses

Courses normally taken by freshmen and sophomores.

300-499: Upper-division courses

Normally taken by juniors and seniors. You will not be permitted to register for upper-division courses unless you have completed all prerequisites. First-year students may register for these courses only with special permission.

500-599: Graduate courses

Primarily for graduate students. With the approval of the major professor, a senior whose preparation is adequate may take graduate courses for undergraduate credit.

Class Standing

Freshman

A beginning first-year student or one who has completed fewer than 18 hours of credit.

Second-Year Freshman

A second-year student who has completed at least 18 quarter hours.

Sophomore

A student who has completed at least 45 quarter hours.

Junior

A student who has completed at least 90 quarter hours.

Senior

A student who has completed 135 quarter hours.

M.Ed. Degree Student

A student who has been accepted into the Master of Education degree program.

Academic Course Load

If you have regular academic standing, a full course load is 17 quarter hours per quarter during the school year and 12 quarter hours during the summer session. To enroll for a course load in excess of these totals, you must have approval by your academic adviser and the registrar.

Major and/or Advisor changes

All changes are to be processed at the Academic Records office by the Registrar (Graf Hall).

Grade Changes

Any corrections and grade changes must be made within two weeks after the grades have been issued. After this date all grades become final. To raise a grade once it has been recorded, you must repeat the course.

Incomplete Grades

A grade of "I" is assigned in exceptional situations when unavoidable circumstances prevent completion of a course. An "I" carries no grade points and is not computed in your grade-point average.

You must remove an Incomplete by the time your instructor specifies, but no later than six calendar weeks from the time it is incurred. An Incomplete not removed reverts to the grade computed without the missing work. This grade is specified at the time the Incomplete is granted.

At least six weeks before graduation, prospective graduates must have made up all outstanding Incompletes.

Final Examinations

You must take the final examination in each course in which you are enrolled at the time listed in the official examination schedule or you will receive the grade earned without the final examination.

You should expect no exceptions to the published schedule unless you can provide proof to the Academic Dean of an emergency situation beyond your control.

Credit for Student Missionaries and Taskforce Volunteers

You may earn academic credit in connection with field experience (GNRL 350) during appointment as a Student Missionary or Task Force volunteer. To qualify, you must have previously taken courses at Pacific Union College and you must arrange for credit with the Registrar's office before the experience begins. Elective credit only is available on a Satisfactory/Fail basis. You may earn up to six hours per quarter to a maximum of 12 hours.

Academic Probation, Suspension, and Dismissal Policies

Academic Probation

You will be placed on academic probation at the end of any quarter when your grade-point average for that quarter, or your cumulative grade-point average in residence, falls below 2.0.

New and transfer students admitted with a cumulative grade-point average lower than 2.0 are automatically placed on academic probation. If you are a transfer student admitted on this basis, you will return to regular standing at the end of one quarter of course work (minimum of 12 quarter hours) in which you achieve a grade-point average of 2.0 or higher.

While on academic probation, you may enroll in a maximum of 15 quarter hours of course work. You will not, however, be eligible for any office in student activities, and you will be required to meet regularly with the Retention Coordinator. You will return to regular standing when you achieve both a quarter and a PUC cumulative GPA of at least 2.0.

Academic Suspension

If you have three consecutive quarters with a quarter grade-point average below 2.0, and/or a Pacific Union College cumulative grade-point average below 2.0, you will be placed on academic suspension. The quarters to be evaluated are your most recent three quarters at Pacific Union College, whether or not that period of three quarters was interrupted for any reason by one or more breaks in enrollment.

While on academic suspension, you may not continue your studies at Pacific Union College. You may reapply after you complete at least 10 quarter hours of course work (transferable credit) at another accredited college or university for which you earn a grade-point average of at least 2.25.

Academic suspension is recorded on the transcript.

Academic Dismissal

If you are readmitted to Pacific Union College following academic suspension and then earn a grade-point average below 2.0 during either of the next two quarters, you will be placed on academic dismissal. After academic dismissal, you may apply for readmission after completing at least 45 hours of course work at another accredited college or university with a grade-point average of at least 2.25. Academic dismissal is recorded on the transcript.

Evaluations and Application for Graduation

1. Evaluation of credits may be requested from the Records Office at any time. All requirements and stipulations must reflect the *PUC General Catalog* under which the evaluation was processed.
2. Application to graduate must be filed with the Records Office at least three quarters before the expected conferring of your degree.
3. Transcripts of all transfer credit including correspondence study, ACTFL, CLEP, DANTES and other test scores must be received by the Records Office at least one full quarter before expected graduation.
4. Off-campus course work during final term: If you wish to take course work at another college during the term prior to graduation, you must have obtained prior permission from the Records Office. One week before graduation, a sealed envelope must be delivered to the Records Office containing either a transcript or a letter from the registrar of the college where you have taken the out-of-residence work reporting course number and title, hours of credit, and course grade, together with a statement that a transcript will follow as soon as possible.
5. PUC final quarter: All work must be completed by the published final examination date of each course.
6. Commencement attendance: You are expected to participate in Commencement services unless you notify the Records Office in advance that you plan to be graduated in absentia. You should make written application for exemption no later than one week prior to Commencement. A fee of \$25 is assessed if you are absent from graduation without having given prior notice.
7. Note: Students are responsible for keeping informed of and satisfactorily meeting all requirements pertinent to their relationship with and graduation from the college.
8. In the final quarter seniors are required to take GNST 401 Senior Assessment Seminar. This course is a graduation requirement.

Placement

ACT or SAT

Pacific Union College participates in the American College Testing program as an essential element in academic advising. Each first-year and transfer applicant with fewer than 30 quarter credits must provide ACT or SAT scores.

English Placement and ESL

College English (ENGL 101 and 102)

These classes are required of all students seeking a Bachelor's degree. Students with an ACT English score of 19 and above (or SAT Verbal score of at least 470) are eligible for English 101. Students who successfully complete 101 are eligible for 102. (Lantern will not allow students to register for ENGL 101 who do not have a qualifying test score.

Introduction to Composition (ENGL 100)

Students with an ACT English score below 19 (or SAT Verbal score below 470) are placed in ENGL 100 in order to prepare them for success in College English. NOTE: All students in ENGL 100 are retested based on a writing sample and the Nelson Denny Reading Test. Some will test into College English; others may be asked to take Developmental Reading.

Developmental Reading (ENGL 012)

Students with an ACT English score below 15 (or SAT Verbal score below 380) are placed in ENGL 012 to help bring their reading skills to the level required for success at PUC.

English as a Second Language

In order to be admitted to the College, international students must demonstrate advanced language proficiency by submitting one of the following: a computer-based TOEFL score of 195, a paper-based TOEFL score of 525, an ACT verbal score of 14, an SAT verbal score of 360, or an equivalent score on another standardized test such as Michigan or Cambridge.

A set of "bridge" courses is in place to help students who may still need some degree of language remediation as well as time to adjust to a new learning environment. These courses include ENSL 100, English for Special Purposes; ENGL 012, Developmental Reading; ENGL 014, Developmental Language Skills; and ENGL 100, Introduction to Composition.

International students who do not have ACT or SAT scores should be placed in ENGL 012 where they will be given an English language proficiency assessment. The results of this evaluation will be used to counsel students into an appropriate course, or combination of courses, from those listed above.

Occasionally, a student with English language proficiency problems is not identified at the time of admission. Often, it is only after a student has been in courses for a week or two that language problems begin to manifest themselves. It is very important for teachers

to be alert for potential language issues early in the quarter. Discovering these problems before the add-drop deadline prevents serious difficulties for students who must have a minimum course load of 12 units per quarter in order to maintain their status with the Immigration and Naturalization Service. Any questions regarding a student's language proficiency and English course placement should be directed to Janet Borisevich Mezenov in the English Department.

Algebra Requirements and Math Placement

Students who have not completed a full year of high school Algebra II with semester grades of C- or better, are required to complete MATH 096 Intermediate Algebra. Before taking MATH 096, most students will need to first complete MATH 019 Introductory Algebra.

This general education requirement in Algebra should be completed by the end of the freshman year and must be completed by the end of the sophomore year.

The prerequisite for MATH 096 is satisfied by any of the following:

1. ACT Math Score of 19 or higher, or SAT Math Score of 500 or higher.
2. Satisfactory performance on the MATH 019 Waiver Exam. This exam covers the basic topics of algebra studied in a high school Algebra I course.
3. Completion of MATH 019 Introductory Algebra.

MATH Courses and Placement:

MATH 019 Introductory Algebra

This course, equivalent to high school Algebra I, is intended for students without recent experience in algebra. Students with ACT Math scores lower than 14 may need additional tutoring available from the TLC.

MATH 096 Intermediate Algebra

This course, equivalent to much of high school Algebra II, satisfies the general education requirement in Algebra. Students must satisfy the prerequisite (see above).

MATH 106 College Algebra

This course is required for many business and science programs. Students should be ready for this course if they have done well in high school Algebra II (with grades B or better) or have finished MATH 096 Intermediate Algebra (with grade C or better). A readiness test for College Algebra is given the first or second day of class to give further guidance on the advisability of first taking MATH 096 Intermediate Algebra.

MATH 130 Precalculus

This course is intended for students preparing for MATH 131 Calculus or seeking further experience in mathematics. Students should be ready for this course if they have done exceptionally well in high school Algebra II, done unexceptional but passing work in high school Precalculus, or have finished MATH 106 College Algebra (with grade C or better).

MATH 131 Calculus

This course is required for many science programs. Students should be ready for this course if they have done well in high school Precalculus (with grades B or better) or have finished MATH 130 Precalculus (with grade C or better).

STAT 222 Introduction to Statistics

This course is a General Education requirement. Students should be ready for this course once they have satisfied the General Education requirement in Algebra (see above).

General Chemistry and Math Connection

General Chemistry is taught at a level that assumes the student has a solid preparation in mathematics. A student beginning General Chemistry should be ready to begin Precalculus (MATH 130). The Chemistry Department recommends that all General Chemistry students will meet one of the following criteria:

1. The student has successfully completed College Algebra (MATH 106).
2. The student has successfully completed two years of high school Algebra, which includes topics that are found in the course description for MATH 106 on page 141 of the Catalog.
3. Since very few freshmen have taken a college mathematics course prior to college, and a great number simply do not have adequate mathematics preparation from high school, we rely on ACT scores as an index of a student's preparedness for General Chemistry. An ACT math score of 23 (about the 75th percentile) or above is an indication that the student is most likely well-prepared for General Chemistry. However, as this score would eliminate about half of the students typically enrolled in General Chemistry, we have allowed students to begin the course with ACT math scores as low as 19 (about the 50th percentile). These students should be advised to take either MATH 096 or MATH 106 concurrently with CHEM 111. Freshmen with ACT math scores lower than 19 should be advised NOT to take General Chemistry until after completing the math requirement.

Advice on Registering for Religion Courses

Recommendations for religion classes depend primarily upon two major criteria: (1) the level of exposure a student has to Christianity and Scripture; and (2) the GE requirement of 18 hours of religion, with at least 6 from RELB and 9 upper-division. (*Note: all classes below are 3-credit hours unless noted.)

Students with little or no exposure to Scripture and Christianity should consider taking our basic Bible-

introduction classes: Bible Themes (2-2-2), RELB 114-115-116. (These classes do not have to be taken sequentially.)

Students with average exposure to Scripture might consider our two most-popular foundational classes through the years (and with content more familiar to students beginning college-level religion classes): Life and Teachings of Jesus, RELB 130; and Books of Moses, RELB 125.

Beyond these foundational-level classes, students might enjoy taking classes in their specific areas of interest. For instance:

In Biblical Studies:

- Psalms and Writings, RELB 230
- Gospels, RELB 328
- Prophets of Israel, RELB 310
- Paul and His Letters, RELB 460

In Historical Studies:

- Christian History, RELH 320-321-322
- World Religions, RELH 311
- Biblical Archaeology, RELH 340
- Adventist Heritage (4), RELH 360

In Applied Theology:

- Creative Worship, RELP 210
- Personal Evangelism, RELP 235
- Biblical Preaching, RELP 381-382

In Theology, Ethics, & Philosophy:

- Spiritual Formation, RELT 235, for growing in one's walk with God
- A series on the core beliefs of Adventism & Christendom (These do not have to be taken sequentially)
- Christian Theology, RELT 331-332 & SDA Theology, RELT 333
- Ethics courses:
 - Introduction to Christian Ethics, RELB 216
 - Biblical Ethics, RELB 315
 - Christian Ethics in Society, RELT 355
 - Christian Bioethics, RELT 440
- Philosophy classes
 - Introduction to Philosophy (4), PHIL 101
 - Philosophy of Religion, RELT 320
 - Issues in Science and Religion, PHIL 485

The full listing of courses is in the Pacific Union College *General Catalog*. The Religion faculty are happy to help evaluate students' levels and give more specific advice on classes, as well as talk about any spiritual matters that may be of interest. Please call us at Ext. 6206.

Modern Languages Lower Division Course Placement

Fall quarter is the time to begin foreign language study. Since lower division courses are 3-quarter sequences, students are not advised to join later in the year. To be eligible for a year of study abroad with Adventist Colleges Abroad, most students need to successfully complete a sequence of French or Spanish. (There are no pre-requisites for other programs. However, a year of German or a year of Italian is strongly recommended for maximizing the experience abroad in Austria, Germany, or Italy.)

If the student has...

French, German & Italian

0-1 year of high school level

2 years of high school level
Or 1 year of college level

More than 2 years of high school
Or college / U.S.-educated native speaker

Spanish

0-1 year of high school level
(SPAN 111-112-113 / 4 credits each)

2 years of high school level
Or 1 year of college level
If an intensive review is needed.

2 years of high school level
Or 1 year of college
If intensive review is not desired.

More than 2 years of high school,
college / U.S. educated native speaker

Non-U.S. educated native speakers and students who have taken courses in languages not listed above should consult with department faculty for placement advising.

The department does not currently require a placement exam. A face-to-face interview with the student usually gives a good idea of appropriate placement. Please consult department faculty about any placement questions: Sylvia Rasi Gregorutti (ext. 6510), Charo Caballero-Chambers (ext. 7276), or Lindsay Petersen (ext. 6509).

Beginning level courses are not open to students with two or more years of secondary school foreign language experience.

The student should enroll in...

Beginning level sequence (111-112-113 / 4 credits each)

Intermediate level sequence (151-152-153 / 4 credits each)

Student should consult with department faculty.

Beginning level sequence

Intensive Spanish Review/Intensive Intermediate level sequence (SPAN 131-132 -133 / 5 credits each)

Intermediate level sequence (151-152-153 / 4 credits each)

Conversation & Composition sequence
(SPAN 251-252-253 / 3 credits each)

How to Choose a Major

Introduction

To receive a college degree, students need to select a major field of study. However, it is not unusual for a student to come to college prior to selecting a major. In fact, many students will change their choice of major two or three times. These students are encouraged to begin fulfilling degree requirements in general education while exploring their areas of interest. These areas of interest may also fulfill G.E. requirements and in some cases, may even become part of a major.

Students should become well acquainted with the contents of the Pacific Union College *General Catalog*, particularly with the section entitled “The Academic Program” which explains in detail the general education program. In addition, all faculty advisors should have a copy of the “Curriculum Guide Sheet” (MISC-02) which describes a sample schedule for an “undeclared” student.

Some things to Consider

Choosing a major will usually reflect a student’s interests and be part of an eventual career decision. A student should become aware of his/her:

- Interests
- Goals
- Personality traits
- Abilities
- Values
- Energy levels

A career choice also involves an occupational awareness, for which the student should determine:

- Skills required of the occupation
- Academic requirements
- Lifestyle required
- Opportunities for advancement

To do all the above, students may wish to get some professional help from their advisor or from the resources described below.

Getting Help

The College has designated an official “undeclared” student advisor, Jennifer Wareham Best. You may contact her at jwareham@puc.edu, or at ext. 7688. Her office is located in the Teaching and Learning Center. The Career and Counseling Center is also available to assist students with career choices. Once a student has declared a major, he or she should be assigned to an advisor in the department offering the selected major.

Some Possible General Education Courses

It is important that the undeclared student explore areas of interest. The following lists just a few of the popular G.E. courses students often choose which will count toward meeting the G.E. requirements and may help in deciding on a major area.

- College English
- History of World Civilizations
- History of the United States
- General Psychology

- Cultural Anthropology
- Sociology
- Speech Communication
- History of Western Art
- Astronomy
- Personal Nutrition
- Life and Teachings of Jesus
- Books of Moses
- Statistics
- Human Anatomy
- Biological Foundations

Class sign-up and approval:

On the Sunday evening prior to the first day of classes (see the new student orientation schedule), undeclared students will meet as a group with Jennifer Wareham Best in Davidian Hall 205). At that time students will be given specific instructions on how to proceed, according to whether or not they have already completed registration. Those who have not made their course selections will be given a chance to sign up for an individual advising session. Those who have made their course selections will see the advisor during the second week of classes.

Changing from “undeclared” to a major:

Once a student decides on a major, he or she will be reassigned to an appropriate advisor and the new major is recorded electronically through the Records office. The advisor will make the change through Lantern to complete the process. A student can also change from a specific major to a “no major” status following the procedure outlined above.

Teaching and Learning Center

The Teaching and Learning Center (TLC) is home to a variety of academic services to help students achieve success in college. Students are encouraged to drop in or to make an appointment to visit with an academic mentor or a program advisor for free help and information in the following areas:

- Academic Mentoring for struggling students who want to boost their GPAs
- Group & Individual Tutoring Sunday through Thursday evenings in most GE subjects
- Writing Lab for improved college writing style and content – nightly Sunday through Thursday
- Academic Advising for undeclared, PT, OT, and SLP students
- Study Skills Courses in seminar or regular class formats. Famous “Lunch and Learn” seminars approach topics on Improving Test Scores, Tips on Boosting your GPA, Time Management, Your Primary Learning Style, and more. Call the TLC to learn when the next seminar or class is held.
- Disabilities Support Services assist students with unique physical, psychological and learning disabilities to realize academic success.

Students may have additional questions about how to use the TLC – here are some answers that may help:

Freshman Academic Probation Intervention Program

First-year freshmen admitted on academic probation receive extra academic support. Not only do they meet with an advisor experienced with helping students facing academic challenges, but they also take a prescribed course load during their first quarter that allows them to focus on developing skills and personal habits necessary for college success. Students are enrolled for appropriate English and math courses, a PE activity course, a religion course (usually Life and Teachings of Jesus), and GNST 104, Student Seminar I. The student seminar is also designed for freshman who are placed on first-time academic probation after their first or second quarter of enrollment. All students taking GNST 104 are subsequently placed in GNST 105, Student Seminar II, in which academic progress is tracked on a weekly one-on-one basis with occasional group sessions and tutorials.

Who can use the TLC?

The TLC is a resource available to all PUC students free of additional charges. Students may want help with a paper, time management help, or just have a question about a class assignment. Any academic need – small or large – is appropriate and welcome.

Where is the TLC located?

The TLC is located on the walkway between the Dining Commons and Chan Shun Hall.

When is the TLC open?

The TLC is open 9 a.m. to 9 p.m. Monday – Thursday, Friday 9 a.m. to 2 p.m., and 5 p.m. to 9 p.m. on Sunday.

Do I need a tutor?

Students are encouraged to begin attending tutor sessions right from the start of the quarter. The TLC looks at tutoring as a way of extending the classroom learning experience for better understanding of subjects and assignments. Tutoring can really make a difference in mastering college material. Only the smartest students know the tutoring secret!

How can I get a tutor?

Group tutoring subjects and times are posted three places: on the PUC website, on the TLC bulletin board, and on doors or general poster boards around campus. You may also call the TLC reception desk (extension 7688) to inquire.

To acquire an individual tutor, students meet with an academic mentor at the TLC to assess specific academic needs and to find a tutor to meet those needs.

Why would I use the Writing Lab?

Students are required to write scores of papers during their four years of college. A paper's content and style

speaks volumes about what you know, and what grade should be assigned. Any writing assignment can be improved. Come to the Writing Lab for papers assigned in history, speech, religion, English, and more!

What if I think I have a learning disability?

All students see Nancy Jacobo at the TLC whether they already know of their learning differences or need to be screened for specific disabilities that affect learning. Call or come in to make an appointment with Nancy Jacobo at the beginning of each quarter.

How can the Learning Disabilities Program help me?

Students with learning disabilities are seen by the Disabilities Services Coordinator at the TLC to help determine the appropriate resources needed. Students with a diagnosed learning difference have access to programs and accommodations that can improve their college experience. Students may be eligible for specific accommodations as prescribed in a formal diagnostic process.

What type of accommodations are available for eligible students with learning differences?

Accommodations may include extended testing time, testing in a quiet environment, providing a formal note-taker, textbooks on tape, or other support strategies designed to bring an equal educational opportunity for academic progress.

Why do most students use the TLC?

Students want to do their best in school and to stay on track until they obtain their college degrees. Sometimes two heads are better than one, and experienced staff can help students problem solve in areas of organization, time management, study skills, and test taking. The most successful students know that academic success depends on skill – not luck!

Here's what some students say about connecting with The Teaching and Learning Center:

“The TLC is a good resource to have for encouragement and motivation. They help you prepare for college and also help you fight your worst fears.” Junior, Business Major

“The TLC helped me to stay on top of my school work and be prepared for upcoming quizzes and tests.” Freshman, Undeclared

How can I learn more about TLC services available to PUC students?

Students may visit the Teaching and Learning Center web site at <http://www.puc.edu/academics/tlc/home> or give us a call at (707) 965-7688 and write us at TLC@puc.edu.

Tests Provided (Career and Counseling Center)

Campus-Based Testing

<i>Test</i>	<i>Frequency</i>	<i>Fees</i>	<i>Registration</i>	<i>Study materials</i>
ACT Residual— New Students	Each quarter	\$30—Charged to the student's account	None—Just report to the test site	www.act.org
ACT Residual— Nursing Students	Monthly	\$30 Cash	Counseling Center (707) 965-7080	www.act.org
TEAS—Nursing Admission Test	Monthly	\$35 Cash	Counseling Center (707) 965-7080	TEAS Study Manual
CLEP— College Level Examination Program Computer-Based	By Appointment	\$50 to CLEP, payable by credit card; \$15 to PUC, payable by cash	Counseling Center (707) 965-7080	www.collegeboard.com/clep
MFAT— Graduating Seniors	Quarterly	Paid by PUC	Counseling Center (707) 965-7364	No specific recommendations
English Placement and Waiver Tests	Fall Quarter or by Request	Free of Charge	Counseling Center (707) 965-7364	No specific recommendations

National Testing

All tests require a Religious letter supplied by the Counseling Center.

<i>Test</i>	<i>Frequency</i>	<i>Fees</i>	<i>Registration</i>	<i>Study materials</i>
ACT	4 times/year	\$29	Counseling Center (707) 965-7080	www.act.org
AHPAT	No longer available at Pacific Union College			
CBEST	6 times/year	\$41	www.cbest.nesinc.com	www.cbest.nesinc.com
CSET	6 times/year	\$74 each subject	www.cset.nesinc.com	www.cset.nesinc.com
GRE (subject)	3 times/year	\$130	www.gre.org	www.ets.org/store.html
LSAT	3 times/year	\$118	www.LSAC.org	www.LSAC.org
MCAT	2 times/year	\$220	www.aamc.org/mcat	www.aamc.org/mcat
PRAXIS	By appointment	\$425	www.teachingandlearning.org	www.ets.org
OAT	No longer available at Pacific Union College			
PCAT	By appointment	\$105	www.tpcweb.com/pse/g-contrs0. htm	No specific recommendations
RICA	6 times/year	\$134	www.rica.nesinc.com	www.rica.nesinc.com
SAT	7 times/year	\$18-\$41.50	Counseling Center (707) 965-7080	www.collegeboard.com

Nelson Memorial Library

The PUC Library offers a range of services and resources to help you identify, locate, evaluate and use information to meet your personal needs. Your PUC ID card serves as your library card.

Reference

Librarians provide assistance for all types of questions. Stop by the Reference Desk that is located on the main floor of the library or call ext. 6639. You may also send inquiries to reference@puc.edu. We make every effort to respond within eight hours.

Reserves

These are usually books, copies of articles, videos and other items that professors have placed on a limited checkout time. A listing of professors, course titles and reserved items is available at the Reserves/Check-out counter.

Free Interlibrary Loans

Books and articles not available at the PUC library may be borrowed from other libraries at no cost to you.

Library Instruction

Learn how to use the library catalog and access databases through class demonstration and hands-on searching.

Research Assistance

Librarians will help you develop a search strategy, find appropriate books and journal articles and assist with interlibrary loans for your research papers. Stop by the reference desk during the hours the library is open. Call the library at ext. 6639 or e-mail at reference@puc.edu to make an appointment for assistance with your research needs. Appointments vary from 30 minutes to one hour and are more personalized than a class presentation.

Computer Lab

Over 35 computers are available for student use. The lab is open until midnight Sunday through Thursday.

Lunch & Learn Workshops

This workshop meets on the last Thursday of every month between 12:00p.m.-2:00p.m. in the Penthouse. Topics include: Citing Electronic Sources, Websites of the week, and more.

Hours

Regular

Sunday, 10:00 a.m. – midnight
Monday through Thursday, 8:00 a.m. – midnight
Friday, 8:00 a.m. – 2:00 p.m.

Vacation

Sunday, Closed
Monday through Friday, 9:00 a.m. – 1:00 p.m.

Summer

Sunday, 2:00 p.m. – 8:00 p.m.
Monday through Thursday, 8:00 a.m. – 8:00 p.m.
Friday, 8:00 a.m. – 1:00 p.m.

Frequently Called Numbers

General Information	6241
Reference	6639
Interlibrary Loans	6640
Heritage Room	6675
Fax	6504
Media Services	7221

Librarians/Areas of Specialization

Adu Worku— Nursing, Sciences
Joel Lutes— Behavioral Sciences, Business, Religion
Linda Maberly— English, Music, Visual Arts
Gilbert Abella— Communication, Education,
Modern Languages

Adventist Colleges Abroad (ACA)

Academic Year Programs

Argentina

Universidad Adventista del Plata, Libertador San Martin

Arrival date: September 11

Requirements: Overall GPA of 2.5 and a language base of two years of high school Spanish or 12 quarter units of college Spanish with a language GPA of 3.0 or better. Language of instruction in all courses: Spanish.

Austria

Seminar Schloss Bogenhofen, Austria

Arrival date: September 10/11

Requirements: Overall GPA of 2.5. No language base required. Language of instruction in all courses: German.

France

Centre Universitaire et Pedagogique du Saleve, Collonges

Arrival date: September 18

Requirements: Overall GPA of 2.5 and a language base of two years of high school French or 12 quarter units of college French with a language GPA of 3.0 or better. Language of instruction in all courses: French.

Germany

Theologische Hochschule Friedensau, Sachsen-Anhalt

Arrival date: September 24

Requirements: Overall GPA of 2.5. No language base required. Language of instruction in all courses: German.

Italy

Instituto Adventista Villa Aurora, Florence

Arrival date: September 14-15

Requirements: Overall GPA of 2.5. No language base is required. Language of instruction in all courses: Italian.

Spain

Colegio Adventista de Sagunto, Sagunto

Arrival date: September 18-19

Requirements: Overall GPA of 2.5 and a language base of two years of high school Spanish or 12 quarter units of college Spanish with a language GPA of 3.0 or better. Language of instruction in all courses: Spanish.

Summer Programs

Summer programs are also offered in Austria, Brazil, France, Italy, Greece (Biblical Greek and Hebrew), Spain, and Ukraine.

Per Student Cost

The following tuition costs are in US dollar equivalents for the 2007-2008 school year. The tuition package covers tuition, room, board, medical insurance, partial book allowance, guided tours and a \$350 deposit in a student's personal account for emergencies.

Argentina	\$14,930.00
Austria	\$14,874.00
France	\$18,355.00
Germany	\$15,766.00
Italy	\$18,697.00
Spain	\$17,250.00

Applying

Application forms are available in either Enrollment Services, the Modern Languages department, or at www.aca-noborders.org. Please do not purchase airfare until your application has been officially accepted. PUC's application deadlines are earlier than ACA's published deadlines.

See www.aca-noborders.org for more 2006-2007 information.

Music Ensembles/Lessons

I Cantori

MUEN 154 or 354; Bruce Rasmussen, director, ext. 6623

Mixed-voice chamber ensemble designed for voice majors and other serious vocal students. Considered a major touring ensemble; enjoys a full performance schedule. Core repertoire, both sacred and secular performed with demanding performance standards. Students in I Cantori are also members of Chorale. Meets three noon hours a week. Auditions are held at the beginning of Fall quarter, and membership is required for the complete year.

Symphonic Wind Ensemble

MUEN 155 or 355

PUC's award-winning band for advanced instrumentalists who perform a wide variety of music in various settings. Meets three noon hours a week. Members are selected by audition.

Orchestra

MUEN 156 or 356; Rachelle Davis, director, ext. 6655

An orchestra for advanced string players. The orchestra performs concerts each quarter. The ensemble often collaborates with soloists or other ensembles. Performances are both on and off campus. Meets two evenings a week. Members are selected by audition.

Keyboard Ensembles

MUEN 159 or 359; Lynn Wheeler, director, ext. 7323

Beginning and advanced ensembles. Accompanying, duets, duos, and larger groups, sometimes with voices and other instruments. Both acoustic and electronic instruments used. Placement is based on auditions.

Jazz Ensemble

MUEN 160 or 360

An ensemble that emphasizes rehearsal and performance of big band jazz. Develops reading and improvisation skills. Meets two noon hours a week. Participation is by audition/permission of instructor.

Chorale

MUEN 161 or 361; Bruce Rasmussen, director, ext. 6623

Large mixed chorus considered a minor touring ensemble. Repertoire includes music from a wide range of styles and periods, both sacred and secular. Membership is preferred for the complete year. Meets two noon hours a week. Auditions held each quarter.

Handbell Choirs

MUEN 186 or 386; Rosalie Rasmussen, director, ext. 6202

Beginning ensemble (open to any student with music reading skills) and advanced ensemble (by audition only). Performances are quarterly, both on and off campus.

Other Ensembles

Flue Quartet, Flute Choir, Clarinet Choir, Saxophone Quartet, Woodwind Quintet, Brass Quintet, Brass Choir, Trombone Choir, Percussion Ensemble, String Quartet. For more information, call ext. 6201.

Private Music Lessons

Guitar, harpsichord, organ, piano, strings, voice, winds. For more information, contact the music office at ext. 6201.

Registration for Private Music Lessons

How to determine the course number for which to register:

1. Determine your class standing using the chart below for lower division (freshman or sophomore = LD) or upper division (junior or senior = UD).
2. Determine your status as a music major or no-major. (If you are a non-major there is a \$200 fee above tuition for private lessons).

Class Standing	Music Major	Register for MUSP#
	Non-major	162
LD	A.S., B.S., B.Mus.Ed	163
	B. Mus.Perf.-Primary Instr.	164
	Non-Major	362
UD	A.S., B.S., B.Mus.Ed	363
	B. Mus.Perf.-Prim. Instr.	364
	Secondary Instrument	386

3. If you would like to take private lessons for no academic credit, the fee is \$300 per quarter. Register at the Music Office (phone 6201) in Paulin Hall 102.
4. Group lessons are offered with no extra fee for students who are beginners or advanced beginners. Register on-line and then audition with the instructor. The courses in organ are MUSP 120 or 320; in piano are MUSP 121 or 321; in voice are MUSP 123 or 323; and in guitar are MUSP 124 or 324.

Recreation and Athletics

Intramurals

Pacific Union College is proud to provide the students, faculty, and staff recreation in the form of organized intramural sports. The activities provided are as follows:

- Baseball
- Basketball
- Flag football
- Futsal
- Soccer
- Softball
- Volleyball

These sports are seasonal and are designed for all levels of play. Information may be obtained from the intramural office by calling Bob Paulson at ext. 6348 or by e-mail at bpaulson@puc.edu.

Athletics

Pacific Union College provides a limited number of interscholastic sport activities for advanced student athletes. As members of the NAIA (National Association of Intercollegiate Athletics) and the California Pacific Conference, Pacific Union College offers the following varsity programs:

- Men's and Women's Basketball
- Men's and Women's Cross Country
- Men's and Women's Soccer (club)
- Men's and Women's Volleyball

For information contact the Athletic Director, Robert Castillo, at ext. 6652 or by e-mail at rcastillo@puc.edu.

Exercise Science, Health, and Nutrition Recreation

There are many opportunities for students at Pacific Union College to participate in activities which they find both enjoyable and accommodating. Although college life requires students to spend many hours with their studies, students can refresh with recreation right on campus.

Recreational options include:

- Baseball/Softball/Soccer fields—When there are no classes or organized intramural activities taking place, the fields are available for recreational use, such as Ultimate Frisbee, pick-up games, or just sitting in the grass talking with a friend. Cool evenings and lazy afternoons, the fields can be a great place to take a break from your studies.
- Cardio Fitness Center—The fitness center is located on the stage of the gymnasium. The center contains 34 pieces of equipment consisting of treadmills, stairmasters, and elliptical, recumbent, and spinning bikes.
- Hansen Pool—This offers a refreshing escape from those warm days during both Fall and Spring quarters. The pool is open 6:00 a.m. to 8:00 a.m., Monday through Friday, and 6:00 p.m. through 10:00 p.m., Sunday through Thursday.
- Jogging/Biking/Hiking—The college owns more than 1,600 acres of forest land with roads and trails for your enjoyment. Because the land has both hills and flat lands, students are able to choose just how much exercise they need.
- Tennis—Six refinished courts are located just west of the gym. These courts are open six

days and nights per week. Students may use these courts anytime that classes are not being conducted.

- **Weight Room**—The weight room, located in the basement of the gym, provides a great place for students. The weight room is open the same hours as the pool.

Student Clubs

For information regarding current student clubs, please see the *Student Handbook*.

Honors Program

The Honors Program offers an alternative general-education program for academically motivated students. It is built around a series of “great books,” or central texts, illustrating significant themes in the liberal arts. These works are supplemented by selected contemporary works, including films.

Students who complete the Honors Program have no other general education requirements. However, students in the Honors Program must complete all other degree requirements.

Students fulfilling the Honors Program requirements graduate “With Honors,” a designation that appears in the graduation program, the transcript, and the diploma.

If you have the following qualifications, you may apply for admission to the Honors Program: A strong academic record in high school, including four years of English, two years of history, three years of mathematics, a year each of biology, chemistry, and physics, and a C.P.I. of at least 3.5. In addition, you must score at the 80th percentile or higher on the ACT examination (or it’s equivalent).

If you are a non-freshman transfer student at least five quarters from graduation, you may be admitted to the program if you meet the entrance requirements given above and provide two letters of recommendation from college teachers supporting your ability to do superior academic work. Sophomores must complete eight of the 11 required seminars; juniors take four seminars. All students, including transfer students, are required to complete an honors project.

All of the following courses are interdisciplinary, and some are team taught. The themes and texts are chosen by the Honors Director in consultation with other teachers in the Honors Program.

Freshman Seminars:

HNRS 101 Heroes (5)
HNRS 102 Order and Liberty (5)
HNRS 103 Scripture I (5)

Sophomore Seminars:

HNRS 251 Cosmos (4)
HNRS 252 America (4)
HNRS 255 Scripture II (4)

Junior Seminars:

HNRS 333 Beauty (Summer Abroad) (5)
HNRS 359 Virtue (4)
HNRS 361 Self and Society (4)
HNRS 365 Pattern(4)

Senior Seminar:

HNRS 481 Christianity (4)
HNRS 485 Progress (4)

Senior Project:

HNRS 498 Honors Project (3)
Language Requirement:
RELL 225-226 Beginning Greek (3-3)
RELL 325-326 Intermediate Greek (3-3)

OR

A full intermediate sequence in a modern language, such as:

FREN 151-2-3 Intermediate French (4-4-4)
SPAN 151-2-3 Intermediate Spanish (4-4-4)

The Purpose of General Education at Pacific Union College

The principal goal of the education program is to enable graduates to make a distinctively Christian difference in the world. Such a preparation requires the ability to understand oneself, others, and the various ideas human societies use to define themselves. It also includes the disposition to act effectively in the world.

Understandings, skills, and dispositions are learned in communities. As a community of liberal learning, the Seventh-day Adventist college is called to be one of God’s agents in a fallen world. Through the experience of this community, both student and teacher may find the freedom to confront the claims of Christianity. The general education program seeks to cultivate a community of learners at Pacific Union College in order that all may be inspired by a sense of Christian mission to invigorate the Church and to enlighten the world.

The Pacific Union College community affirms the ideals of liberal education. A hallmark of liberal education is that it calls us to submit our actions and beliefs to critical analysis in order to clarify or to transform our perceptions of the world. In response to this call, the general education program seeks to provide a forum in which we may judge which understandings of the world are better, may practice the skills of appropriate persuasion, and may cultivate the disposition to do the good we see.

A Note to Transfer Students

The main objective of the general education program is not so much to require a prescribed list of courses as it is for students to achieve the *goals* of general education. These goals are stated in the introduction to each section. The courses listed below are those by which Pacific Union College

students achieve the goals of the program. Acceptable transfer courses for meeting general education requirements may not in every case be identical, but they must achieve the purposes of each section.

General Education Course Requirements

I. Foundations of Learning

The essential basis for participating in the community of learning includes the ability to do critical analysis of presentations in various forms. Students who complete this requirement will be able to make clear, accurate, and forceful presentations, both written and spoken, including those that employ statistical methods.

A. Rhetoric

1. *College Writing*: Students will become proficient in the uses of written language, with emphasis on the skills of critical reading and competent college-level writing, including development of these skills in research.

➤ *The following sequence:*

ENGL 101-102 College English

This requirement should be completed by the end of the freshman year and must be completed by the end of the sophomore year.

2. *Oral Communication*: Students will become proficient in the public, spoken presentation of ideas, with emphasis on oral argument.

➤ *One of the following courses:*

COMM 105 Speech Communication
(Enrollment limited to freshmen)

COMM 226 Public Speaking
(Enrollment limited to non-freshmen)

COMM 327 Argumentation

COMM 427 Persuasive Communication

B. *Reasoning from Data*: Students will learn to practice the critical reasoning skills necessary for accurately understanding and appropriately using statistical data.

➤ *The following course:*

STAT 222 Introduction to Statistics

II. Human Identity in Cultural Contexts

Students will gain insights into the identities of individuals, peoples, and cultures through courses that describe and explain philosophical and historical developments, social contexts, and psychological conditions. In such courses students will learn to employ the methods of inquiry used by the sciences and the humanities and understand the tensions between them. Students will expand communication skills and acquire enhanced cultural understanding through the study of foreign languages.

A. *Historical Context*: Students will use historical methodology as a means to study the perennial questions that have challenged humankind and the major developments in either the United States or in the civilizations of the world.

➤ *One of the following sequences:*

HIST 101-102 History of World Civilizations

HIST 134-135 History of the United States

B. *Philosophy*: Students will learn to think critically about the enduring questions of human experience.

➤ *One of the following courses:*

PHIL 101 Introduction to Philosophy

PHIL 451 History of Western Thought

PHYS 390 History and Philosophy of Science

PHYS 485 Issues in Science and Religion

PLSC 274 Introduction to Political Thought

RELT 320 Philosophy of Religion

C. *Social Sciences*: Students will understand how humans interact, why they interact as they do, and how their interaction creates social and political structures and shapes individual behavior.

➤ *Two of the following courses:*

One course must be from anthropology (ANTH), psychology (PSYC), or sociology (SOCI); the second course must have a prefix different from that of the first course.

ANTH 124 Cultural Anthropology

ECON 261 Principles of Economics–
Macroeconomics

ECON 265 Principles of Economics–
Microeconomics

GEOG 210 World Regional Geography

PLSC 124 Introduction to American Government

PLSC 328 Critical World Issues

PSYC 121 General Psychology

PSYC 390 Gender Issues

SOCI 121 Introduction to Sociology

SOCI 214 The Family

SOCI 232 American Social Problems

SOCI 355 “Racial” and Ethnic Relations

D. *Foreign Language*: Students will develop the ability to read and to communicate in a foreign language and gain the educational enrichment that derives from the study of foreign language and culture. (Required of all Bachelor of Arts students; recommended for students in other curricula.)

1. *Prerequisite:*

➤ *One of the following options:*

a) Two full years of a foreign language with a grade of C- or better at the secondary level

or

b) Satisfactory completion of an elementary-level college sequence in a foreign language such as one of the following:

FREN 111-112-113 Beginning French I-II-III

GRMN 111-112-113 Beginning German I-II-III

ITAL 111-112-113 Beginning Italian I-II-III

RELL 125-126-127 Beginning Greek

RELL 427-428/ Biblical Hebrew/

RELB 445 Hebrew Exegesis

SPAN 111-112-113 Beginning Spanish

2. *Requirement:*

➤ *A language-cultural experience in a foreign language through one of the following options:*

a) An intermediate-level college sequence in a foreign language such as one of the following:

FREN 151-152-153 Intermediate French I-II-III
 SPAN 132-133 Intensive Intermediate Spanish I-II
 SPAN 151-152-153 Intermediate Spanish I-II-III

- or
- b) An elementary-level college sequence in a foreign language not previously studied.
- or
- c) Waiver of the requirement for students who have completed four or more years of formal schooling, with a C average or better, in a school conducted in a language other than English and located in a country where English is not the native tongue. No college credit is awarded for the proficiency gained through such an educational experience. The student is responsible for documenting such learning. The Records Office determines waiver of the requirement based on review of supporting evidence.
- or
- d) Waiver of the requirement for students who demonstrate intermediate-level proficiency on an exam approved by the Modern Languages Department. No college credit is awarded for the proficiency gained through previous language learning. Inquiries should be directed to the chair of the Modern Languages Department.

III. Insights of the Imagination

Students will explore the artistic expression of ideas, values, and emotions. They will cultivate the ability to understand, to evaluate, and to respond to such expressions. They will develop enhanced awareness of aesthetic qualities.

A. *Literature*: Students will learn to understand people and culture through literature.

► *The following course*:

ENGL 301 Great Books
 (Enrollment limited to juniors and seniors)

B. *Visual Arts*: Students will develop an appreciation for what the visual arts can communicate about themselves and the world and learn to identify aesthetic value in works of art.

► *One of the following courses*:

ARTH 107 American Art
 ARTH 115 History of Western Art
 ARTH 116 History of Western Art
 ARTH 108 History of Far Eastern Art

ARTH 278 Women Artists

C. *Music*: Students will develop an appreciation for music as the expression of ideas, values, and emotion and learn the criteria that define aesthetic value in music.

► *One of the following courses or sequences*:

MUHL 105 Survey of Music
 MUHL 241-242-243 Music Style sequence
 MUHL 331 Music from Antiquity through the Baroque

MUHL 332 Music of the Classic and Romantic Eras
 MUHL 333 Contemporary Music

IV. The Natural World

Students will inquire into the nature of science and will explore relationships between the sciences and other realms of human thought, including culture, philosophy, history, and ethics. They will consider both the benefits and the limitations of science and technology.

A. *Prerequisites*:

1. *Algebra*:

► *One of the following options*:

a) A full year of Algebra II with semester grades of C- or better at the secondary level

or

b) MATH 019 Introductory Algebra (or waiver test) and MATH 096 Intermediate Algebra (or waiver test)

This requirement should be completed by the end of the freshman year and must be completed by the end of the sophomore year.

2. *Life Science*:

► *One of the following options*:

a) A full year of biology with semester grades of C- or better at the secondary level

or

b) BIOL 105 Introduction to Biology

3. *Chemistry*:

► *One of the following options*:

a) A full year of chemistry with semester grades of C- or better at the secondary level

or

b) CHEM 101 Introductory Chemistry

4. *Physics*:

► *One of the following options*:

a) A full year of physics with semester grades of C- or better at the secondary level

or

b) PHYS 105 Introduction to Physics

B. *Requirements*:

1. *Scientific Inquiry*: Students will explore the major discoveries of science through an interdisciplinary approach.

► *The following course**:

GSCI 205 Scientific Discoveries

2. *Insight Through Investigation*: Students will study and practice the scientific method in a laboratory course in the natural sciences.

► *One course from the following**:

ASTR 115 Astronomy
 BIOL 101 Human Anatomy
 BIOL 102 Human Physiology
 BIOL 111 Biological Foundations
 or 112 or 113
 BIOL 227 Natural History of California
 BIOL 331 Marine Science
 CHEM 102 Survey of Organic Chemistry

CHEM 103	Survey of Biochemistry
CHEM 111	General Chemistry
GEOL 233	Geology
MICR 134	General Microbiology
PHYS 111	General Physics
PHYS 211	Physics with Calculus

* **Note:** Completion of any of the following sequences will satisfy both science requirement 1 (*Scientific Inquiry*) and science requirement 2 (*Insight through Investigation*):

BIOL 101-102/	Human Anatomy-Human Physiology/
MICR 134	General Microbiology
BIOL 111-112-113	Biological Foundations
CHEM 111-112-113	General Chemistry
PHYS 111-112-113	General Physics
PHYS 211-212-213	Physics with Calculus

3. *Science and Society:* Students will explore relationships between the sciences and other realms of human thought, including culture, philosophy, history and ethics.

► *One course from the following:*

BIOL 355	Philosophy of Biology
BIOL 450	Philosophy of Origins
ENVR 360	Conservation Biology
ENVR 361	Energy and Climate Change
ENVR 362	Pollution and Environmental Quality
PHYS 390	History and Philosophy of Science
PHYS 485	Issues in Science and Religion

V. Revelation, Belief, and Action

Students will explore the nature, forms, and uses of belief; the relationship between Christian belief and revelation; and the applications of belief to life, emphasizing Christian expression of faith in service. Since the Bible records selected revelations of God through centuries of human experience, students will be asked to use it as the central text of study for approaching an understanding of God's will and of the Christian tradition.

A. Studies in Religion

► *At least 18 hours from the following, including least 6 hours from RELB courses. A maximum of 9 lower-division hours may apply:*

RELB, RELH, RELL, RELP, and RELT: All courses. Up to 2 hours of credit may be chosen from section B below to apply to this requirement.

B. Religious Issues in Other Disciplines:

The courses below provide an opportunity for students to examine the meeting points between a specific discipline and Christian faith. Because of the integrated nature of these courses, departments other than Religion are involved in their delivery.

► *This section is optional. Students may elect one course from the following list, and 2 hours of credit will apply to the section A requirement above:*

BIOL 355	Philosophy of Biology
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BIOL 450	Philosophy of Origins
PHYS 485	Issues in Science and Religion
PSYC 435	Psychology of Religion
PSYC 490	Issues in Religion, Ethics, and the Human Sciences (also listed as SOWK 490)
SOCI 435	The Sacred and Profane in Society

Note: Requirement in Religion for Transfer Students: Students who transfer from public colleges and universities must complete the following minimum requirement in religion (sections A and B) at Pacific Union College: 0-44 hours of transfer credit: Complete the full requirement.

45-89 hours of transfer credit: Take at least 14 hours, including at least 6 hours from RELB courses. A maximum of 9 lower-division hours may apply.

90-134 hours of transfer credit: Take at least 10 hours, including at least 6 hours from RELB courses. A maximum of 9 lower-division hours may apply.

135+ hours of transfer credit: Take at least 6 hours, including at least one RELB course.

VI. Health and Fitness

In order to achieve a comprehensive, balanced education, students should acquire and develop the knowledge, skills and habits necessary to sustain a sound mind in a sound body.

A. *Health:* Students will understand major health issues such as nutrition, stress management, substance abuse, and Seventh-day Adventist health principles and their application.

► *One course from the following:*

FDNT 235	Nutrition
HLED 162	Fitness for Life
HLED 166	Health Education
HLED 169	Current Health Concerns

B. *Fitness:* Students will participate in exercise and physical activity.

► *One activity course for each year in residence, with a maximum of four courses. One must be a course designated as an aerobic activity course (course number ends with A, e.g. 101A).*

ESAC	All courses
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Note: Requirement in Fitness for Transfer Students: Students who transfer must complete the following minimum requirement in fitness (section B): 0-44 hours of transfer credit: Complete the full requirement.

45-89 hours of transfer credit: Take at least three activity courses, including one aerobic activity course.

90-134 hours of transfer credit: Take at least two activity courses, including at least one aerobic activity course.

135+ hours of transfer credit: Take at least one aerobic activity course.

VII. Practical and Applied Arts

A truly liberal education is comprehensive, affecting the whole person. In the courses listed below, students will broaden their applied and manual skills.

► *At least 4 hours, to be selected from two or more of the following subsections:*

A. *Practical Arts:* Students will participate in activities which lead to skills that are both useful and enriching.

AGRI 212	Home Greenhouse Gardening (2)
AGRI 213	Home Vegetable Gardening (2)
ARTF 121	Drawing Fundamentals (2)
ARTF 212	Ceramics I (2)
ARTP 241	Photography I (3)
ANY MUEN	Music Ensembles (1)
DRMA 141	Dramatic Arts Society (1)
DRMA 341	Dramatic Arts Society (1)
MUSP 120-124	Music Lessons (class instruction) (1)
MUSP 320-324	Music Lessons (class instruction) (1)
MUSP 162	Music Lessons (general) (1-2)
MUSP 362	Music Lessons (general) (1-2)

B. *Information Management:* Students will acquire the basic knowledge and skills necessary to use computers to manage information.

CPTR 105	Introduction to Computers (3)
CPTR 115	Introduction to Computer Programming (4)
INFS 144	PC Operating Systems (1)
INFS 148	PC Spreadsheets (1)
INFS 149	PC Databases (1)
OFAD 201	Word Processing–Microsoft Word (2)
OFAD 203	Word Processing–Word Perfect (2)

C. *Management of Personal Finance:* Students will learn to manage personal financial resources.

ACCT 121	Principles of Accounting I (3)
BUAD 118	Personal Money Management (3)
BUAD 223	Personal Law (2)
BUAD 335	Real Estate (4)

D. *Personal Skills:* Students will develop skills for dealing with personal relationships and life crises.

COMM 223	Interpersonal Communication (3)
PSYC 126	Assertive Behavior (2)
PSYC 227	Conflict Resolution & Relationship Skills (3)

1. Information to faculty, administrators, and employees within the College system with legitimate educational need to know your record.
2. Information to other universities, colleges or schools in which you seek to enroll.
3. Information requested by certain federal, state, and local officials and/or authorities as set forth in the law.
4. Information to persons or organizations providing financial aid.
5. Information required in an emergency to protect your health and safety or that of others.
6. Information to certain organizations conducting educational studies.
7. Information to accrediting bodies.
8. Information to your parents if you are a financial dependent according to IRS standards.
9. Directory or public information consisting of your name, address, telephone number, date of birth, major, minor, year in college, dates of attendance, date of graduation, degrees and awards received.

You have the right to refuse the disclosure of directory information about yourself except for information about your degree status. To exercise this right to refusal, you must notify the Registrar in writing, while you are enrolled, of your request.

You have the right to inspect and review official records, files, and data directly related to yourself that are kept by any office of the College. However, students applying for admission to the College may not review their application files.

Requests to review any records should be made in writing to the administrator responsible for the record. Requests will be processed within 45 days from the date the request is filed.

Family Rights and Privacy Act (FERPA)

In maintaining student records, the College complies with the Family Educational Rights and Privacy Act of 1974. Except as noted below, the College will give no information about you to any third party without your consent.

The law provides, however, that the College may disclose certain information without requiring your consent. This includes the following:

Student and Advisor Responsibilities

Responsibilities of Advisors:

- Provide accurate information
- Treat students with respect
- Address student needs seriously and with confidentiality
- Keep accurate records of student progress at the institution
- Assist the student in decision-making
- Refer students to appropriate support services
- Keep posted office hours
- Respond to inquiries in a timely fashion
- Allow the student to make the final decision

Responsibilities of Student Advisees:

- Respect advisors
- Actively participate in the advising process
- Be responsible for their own actions
- Be on time for appointments
- Be prepared
- Be willing to discuss problems and challenges

Student FAQ's on Academic Integrity at Pacific Union College

What does PUC consider academic dishonesty?

Academic dishonesty is carefully defined by the General Catalog in the Code of Academic Integrity on page 213. It includes:

- cheating
- fabrication
- facilitating academic dishonesty
- plagiarism
- multiple submissions
- abuse of academic materials
- misrepresentation
- electronic dishonesty

(Please see the catalog for more details.)

How can I avoid academic dishonesty?

Plan your life carefully to include sufficient time to study, to get help at the TLC, to sleep, and to check with your professor if you are in doubt. We are here to help—not to trick you. Remember that learning and growth is the purpose of your time here. Try not to let grades loom so large that they overshadow the ultimate goal. If you are experiencing a lot of stress, go to the Counseling Center. Get help!

What happens if I am accused of academic dishonesty?

Your instructor will speak with you about the incident. If she or he believes the incident is serious, your instructor will notify the chair of the department, and if they are both convinced that you acted dishonestly, the instructor will document the incident in writing and decide what disciplinary action to take. Even a first incident may result in a failing grade, for an assignment or for a class.

Next, this documentation will go on file in the office of the Academic Dean. In most cases, nothing further will happen unless another incident occurs. However, if a second incident occurs in any class, you are likely to receive an F in that class. If there is a third incident, you are likely to be suspended from PUC for one quarter. A fourth incident is likely to result in a permanent suspension.

You have a right to include a letter explaining the incident from your point of view when documentation is filed in the office of the Academic Dean. This letter will remain with the file.

You should also know that these files are available to the Pre-professional Recommendations Committee and to any teacher who is asked for a recommendation. Evidence of a pattern of academic dishonesty will be taken very seriously.

How can I appeal?

If you feel that you have been treated unfairly or falsely accused, you may begin your appeal through the informal grievance procedure, outlined in the Student Handbook, available on the web at www.puc.edu/portals/current-students.

Pacific Union College



8/2006

1. Angwin Plaza:

Ace Hardware
Angwin Teen Center
College Bookstore
Market
Washette

2. Post Office

3. Career and Counseling Center

4. Dental Building

5. Credit Union

6. Tennis Courts

7. Athletic Field:

Hardball and Softball Fields
Sand Volleyball Courts

8. Brookside Park:

Student Family Housing

9. Service Station:

College Chevron

10. Athletic Track & Field

11. Press Building:

Copy Center
Estate Planning
Mail Services

12. Custodial:

Lost and Found

13. Heating Plant

14. Church and Sanctuary

15. Alumni Park

16. Fisher Hall:

Visual Arts

17. Sabbath School Rooms

18. Church Complex:

Campus Chaplain
Campus Ministries
Church Office
Fireside Room
Scales Chapel

19. Paulin Hall:

Music

20. Pacific Auditorium:

Fitness Center
Gymnasium
Exercise Science, Health, and Nutrition
Weight Room

21. Swimming Pool

22. Public Safety

23. Chan Shun Hall:

Academic Administration
Academic Advising
Chemistry
Computer Science
Mathematics
Physics
President's Office

24. Davidian Hall:

Nursing
Psychology and Social Work

25. Teaching and Learning Center

Cafeteria
Campus Center
Student Association Offices

26. Dining Commons:

Cafeteria
Campus Center
Student Association Offices

27. Rasmussen Art Gallery

28. Library:

E.G. White/SDA Study Center
Information Technology
Systems and Services
Media Services
Pitcairn Islands Study Center

29. Preparatory School

30. Elementary School

31. Development / Alumni

32. Financial Services:

Accounting Services
Financial Administration
Human Resources
Student Financial Services

33. West Hall:

Education
Health Services

34. West Hall Annex

35. Stauffer Hall:

Alice Holst Theater
English

36. Amphitheater

37. Storage Area

38. Newton Hall:

Men's Residence

39. Grainger Hall:

Men's Residence

40. Clark Hall:

Biology
Wilmer Hansen Collection

41. Irwin Hall:

Business Administration
Communication
History
Modern Languages

42. Ambs Hall

43. Graf Oval

44. Graf Hall:
Academic Records
Admissions
Enrollment Services
KNDL Radio
Public Relations
Religion
Student Services
Visitor Center
Women's Residence

45. Dauphinee Chapel

46. Andre Hall:

Women's Residence

47. Winning Hall:

Women's Residence

48. Discoveryland Preschool

49. Land Management

50. Recycling Center

51. Plant Services

52. Mobile Manor

53. Landscape

54. Court Place Apartments:

Student Family Housing

55. Nichol Hall:

Men's Residence

56. McReynolds Hall:

Women's Residence

57. Virgil O. Parrett Field:

Flight Center

58. Young Observatory

59. Commencement Grove

60. Prayer Chapel

61. Cogeneration Plant



**One Angwin Avenue
Angwin, California 94508
1-800-862-7080
www.puc.edu**

FERPA Waiver Form: Your Right to Privacy

The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law that protects the privacy of your educational records once you become a college student. It means that Pacific Union College is not allowed to share your grades and other educational records with your biological or custodial parents without your written permission unless your parents claimed you as a dependent on their most recent federal income tax form.

If you are willing for us to release information to your biological or custodial parents, please sign below:

- I consent and authorize Pacific Union College to disclose educational information to my biological or custodial parents.
- I do not consent.

Signature

Date

Name (please print)

PUC ID number

Return to the office of Academic Administration