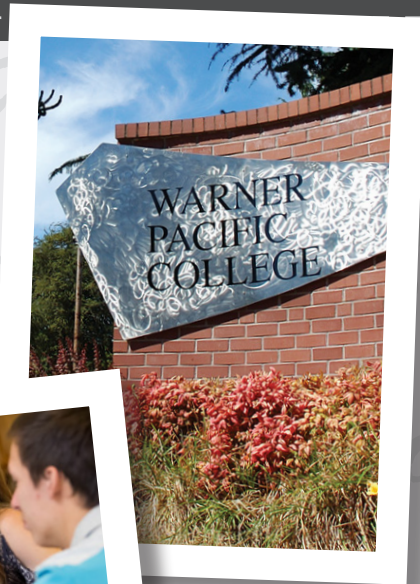


How do we keep involved
without being overbearing?
What can I do?



Parent & Family Handbook



WARNER
PACIFIC
COLLEGE

Who can I contact?
What if I have a question?
How do I get involved?
Can I work on campus?
Where are there academic advisors?

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WELCOME FROM THE PRESIDENT

Dear Family,

Welcome to Warner Pacific College! You may think it strange that I am welcoming you, when it is your student who will be joining us on campus, but we see you as an integral part of this college journey as well.


Warner Pacific College is a place where your student will receive an excellent education and be encouraged to grow spiritually, personally, and socially. We believe that the best education takes place in a framework that challenges students with rigor within the context of strong relationships.

Our faculty and staff are ready to educate, serve, challenge, and love your student as he or she develops a clear sense of their identity and the calling for his or her life. We count it a tremendous privilege to walk with your student and you in this phase of the journey.

We believe that God has called Warner Pacific College to educate and prepare students from diverse backgrounds to be equipped to address the challenges they will encounter in their lives of work and service. We do much of this through great teaching, strong campus community involvement, spiritual formation, and engagement in serving our city. Warner Pacific will provide a welcoming and inclusive space for your student to dream, achieve, and flourish.

You will find our campus offers a strong sense of community and inclusion, and helps students gain a sense of responsibility and accountability in their lives. I hope you will join us when possible to engage in activities in which your student is involved, whether athletics, music, theatre, or chapel.

I count it a tremendous privilege to know and serve your students and I look forward to knowing you as well.



Andrea P. Cook, Ph.D.
President



Transitions can be a challenging and rewarding time for both you and your student. It might not seem like long ago when your student was taking his or her first steps. Now your student is taking another step. This will undoubtedly be a transition for everyone involved. One of the most important characteristics to make this transition a positive experience is trust. You've worked for years to instill character and values in your student. This is the time to let go and trust that they will live into those values.

Your student needs you during this transition, but your role will be different than it was prior to this point in your student's life. Your student will need you to be available, but not intrusive. Give your student the freedom to take some positive risks and make some mistakes. Most importantly, be sure that your student knows that you believe in him or her. Here is some information that will equip you for being a helpful participant in your student's transition.

A YEAR IN THE LIFE OF A WARNER PACIFIC STUDENT

In order for you to know how to interact with your student through their year in college, you should have an idea of what is happening throughout the year and some emotions that your student may be facing. Here's our best attempt at keeping you in the loop. (You can find a complete calendar of academics and activities inside the Warner Pacific mobile app, which is available on Google Play or the App Store.)

August/September

New Students Arrive/Residence Halls Open at 9 a.m. – August 23
 Classes Begin – August 26
 Beginning of the academic year, saying goodbye to family and friends
 Excitement for a new experience and potentially some fear
 Making connections with new people
 Figuring out how to balance class, work, homework, studying, social time, etc.
 Last day to add classes – September 5
 Last day to drop classes with no "W" (withdraw) – September 15
 Common Day of Service – our annual service day – September 16

October

May begin to feel homesick or feel some tension with long distance relationships
 Midterm exams and papers
 Midterm Break – October 9-10, no classes
 Midterm grades available the last week of October – this could cause an avalanche of emotion
 Last day to drop classes with "W" (withdraw) – October 31

November

Campus friendships beginning to solidify
 Selecting classes for next semester if not completed – November 3-14
 Thanksgiving Holiday – November 27-28
 Going home for Thanksgiving if able – home may be different or student may be different
 If your student is not going home, have them contact Student Affairs for a place to go

December

Finals week, first semester comes to an end – December 8-11
 Going home for Christmas – adjustments for everyone, curfew?
 Back home with family and friends – may miss friends from WPC
 Receive final grades
 Finally time to sleep and process how the semester went

January

Classes Begin – January 12
 Reuniting with WPC friends
 Processing how Christmas break went – was it what they expected?
 Martin Luther King Day of Service – January 19, no classes
 Winter Blues – will spring ever come?
 Last day to add classes – January 23
 Is student leadership for me?



| | |
|----------|---|
| February | <p>Is a spring break mission trip for me? Last day to drop classes with no “W” (withdraw) – February 2 Homecoming weekend – February 12-14 Valentine’s Day – this could be a happy time, or lonely Winter blues... still Exploring how this college thing is going – balancing school and social life Presidents’ Day – February 16, no classes</p> |
| March | <p>Midterms, again! Last day to drop classes with “W” (withdraw) – March 20 Spring Break – March 23-27 Should I go home for spring break or on a road trip to California? Planning for living situation next year What will I do this summer?</p> |
| April | <p>Planning for next year – what major will I choose? Advising appointments Registration for next year’s classes – April 6-17 Hopefully the sun has come out by now The end of the year is coming soon</p> |
| May | <p>Classes End – May 1 Final exams and papers May 5 -7 Ready or not, I’m coming home! Or am I?</p> |

HOW TO ENGAGE YOUR STUDENT

Be available, but not intrusive. Give them some space in this transition, but don’t leave them hanging. Communication is important, but the frequency and type of your communication may change. Figure out what works for you and your student.

Let Go. Give them some freedom to explore their independence. You raised your student to be strong and confident. Give your student the opportunity to live into that. Encourage them to be fully invested here because investment leads to persistence.

Encourage problem solving. It’s likely that your student will call you as soon as they hit a road block. Resist the temptation to step in and “fix” the problem, instead challenge them to take action leading to a solution.

Allow your student to change. Becoming an adult requires change, and change is a process with many ups and downs. Have faith that your pre-college parenting will guide them. Trust the process.

Let your student make mistakes. Your student will make mistakes. Engage your student’s mistakes with accountability and love, allowing them to explore their questions without panicking.

Pray for your student. College can be challenging, and prayer is powerful. Your prayerful approach will influence them.

Trust that your student is in good hands. The faculty and staff at Warner Pacific College are deeply committed to challenging and supporting your student. We care greatly about their personal well-being and development and have dedicated our lives to this work.



YOUR RELATIONSHIP WITH WARNER PACIFIC COLLEGE

In the office of Alumni, Church, and Parent Relations, it is our honor to serve parents and families as well as students during their educational journey at Warner Pacific College. Transitions can be tough, even in the best of circumstances. Often times emotions are mixed between wanting your young adult to stay close and protected, and realizing how important it is to let go and let your student enter a more independent state. It's natural to experience this tension.

Your support and role is so important in this challenging transition. Here are a few scheduled activities and ways that will help you remain interested and involved with your student.

Join the F.A.N. Club (Family Alliance Network; warnerpacific.edu/fan-club). Volunteer with the F.A.N. Club to partner with scheduled student activities or events. Contact the Office of Alumni, Church, and Parent Relations at alumni@warnerpacific.edu or call 503.517.1026 for more information.

Be part of the audience for one of the scheduled performances this year. Check the calendar on the website (warnerpacific.edu) or WP Mobile for a full listing that includes:

Musical Performances

- October 30 Harvest Pops Wind Ensemble Concert, 7:30 p.m. McGuire
- November 19 Jazz Concert (Jazz Band and Vocal Jazz Ensemble), 7:30 p.m. McGuire
- November 23 Concert Choir and Chorale, 3 p.m. McGuire
- December 4 Wind Ensemble Concert, 7:30 p.m. McGuire

Athletic Matches – listing on website (wpcknights.com) or WP Mobile

Dramatic Productions

- November 6-9 and 13-16 Drama Production, Student Directed One-Act Plays
- Chapel Services each Tuesday and Thursday, 10 a.m. in McGuire
- August 26 Opening of the Academic Year Chapel, Convocation, 10 a.m. McGuire
- December 4 Music Department Advent Chapel, 10 a.m. McGuire
- April 3 Good Friday Chapel, McGuire

Open Events

- February 12-14 Homecoming, Mt. Tabor Campus
- April 18, President's Tea & Scholarship Auction, McGuire
- Meals in the dining hall – check the website for the weekly menu (sdxcampuservices.com/warnerpacific/index.html)



Dates to Note

- September 1 Labor Day Holiday – No Classes
- September 16 Common Day of Service – No Daytime Classes
- October 9-11 Mid Term Break – No Classes
- November 27-28 Thanksgiving Holiday – No Classes
- December 13 Winter Commencement
- December 12-January 11 Christmas Break – No Classes

If you have a question and don't know who to ask, contact me and we'll figure out the best course of action. Included in this publication is a listing of resources and numbers for your convenience, but you are welcome get in touch with me. It can seem a little confusing at times, and I want to help you enjoy the college experience as much as possible as you support your student.

Bless you as we enter this new partnership and academic year,

Aaron McMurray, Ph.D.
Vice President for Institutional Advancement and External Affairs
Warner Pacific College
503.517.1220
amcmurray@warnerpacific.edu



One of the trademarks of a liberal arts college is our interest in the holistic development of students. The Office of Student Affairs exists to facilitate the “outside of the classroom” aspects of your student’s college experience. This means, creating opportunities for students to engage in every dimension of college life. Student Affairs will challenge and support students through this journey.

ACADEMIC SUCCESS CENTER

The Warner Pacific College Academic Success Center offers a number of resources that promote student success in the classroom. Some of the resources provided are academic mentoring, counseling, tutoring, study tables, and individual learning consultations. There is no additional fee for these services to WPC students. If your student seems to be struggling with academics, encourage your student to visit the Academic Success Center as this department is committed to supporting students through their academic journey. (warnerpacific.edu/academic-success-center)

Academic Success Center | Smith Hall | 503.517.1010 | rjohanson@warnerpacific.edu

CAMPUS MINISTRIES

Warner Pacific College’s Campus Ministries Department (warnerpacific.edu/faith) nurtures a grace-filled, worshipping community by creating a place to develop character, spirituality, and service. This is done by uniting diverse people and by equipping one another to serve within and beyond the Warner Pacific College community. Often, college is a place for students to explore their spirituality and reflect on their religious traditions. This can be an intense time of spiritual awakening which can lead to a deeper understanding of one’s faith in Christ. The Campus Ministries team is committed to aiding in each student’s spiritual maturing regardless of one’s faith tradition. The Office of Campus Ministries includes the following components:

Chapel

- Community chapel services provide an opportunity for the Warner Pacific College members to come together to celebrate, learn, and grow in unity as a Christian faith community. This program is central for our community. Community chapel meets in McGuire Auditorium every Tuesday and Thursday from 10 – 11 a.m.

Small Groups

- Small groups are an opportunity to connect with other students and staff, develop meaningful relationships, and grow academically, spiritually, and interpersonally.
- Bible study groups are also provided for those students who wish to study and apply specific biblical principles.

Church Life

Participation and attendance in a local church body is encouraged and modeled by leaders.

Jess Bielman | Schlatter Chapel | 503.517.1140 | jbielman@warnerpacific.edu

Michelle Lang | Schlatter Chapel | 503.517.1190 | mlang@warnerpacific.edu



SERVICE LEARNING

We value students developing compassion for others. One of the most pivotal ways that students experience this is through Service Learning. Warner Pacific defines service as: *Work that is done to the benefit of those who are within our **personal proximity** and **experiencing poverty** in some way.* Service is more than volunteerism. It requires students to get off campus and engage in the community outside of Warner Pacific.

A number of service experiences are provided each semester so students aren't expected to come up with all of their opportunities on their own. If your student is having difficulty filling their service hours, direct them to Multicultural and Service Learning Coordinator, Jeanie Whitten-Andrews. (warnerpacific.edu/service)

Jeanie Whitten-Andrews | Smith Hall | 503.517.1088 | jwhitten@warnerpacific.edu

FAITH AND SERVICE COMMITMENT

All students enrolled in 12 or more credit hours are expected to participate in the Faith and Service Commitment Program.

Residential Student

- Required to attend 15 chapels each semester; roughly half of the chapels offered
- Required to complete 10 service hours

Commuter Student

- Required to have a combination of chapels and service hours that equal 25
- Must have a minimum of 5 chapels and 5 service hours

EACH STUDENT LACKING CHAPEL AND SERVICE COMMITMENTS WILL BE FINED \$10 PER COMMITMENT MISSED WITH A MAXIMUM FINE OF \$200 EACH SEMESTER. THIS FINE IS BILLED TO THE INDIVIDUAL STUDENT ACCOUNT.

CAREER AND LIFE COUNSELING

Where do students go when the going gets tough? How do they find their vocation? How do they decide what major to choose? Who will they talk to when they've gone through a rough break up? The Career and Life Counseling Center exists to handle these and many other scenarios that students may encounter. The Caldwell House not only provides a comfortable place to relax in-between or after classes, it is also a place dedicated to supporting students as they identify their interests, talents, and skills and as they explore potential career paths. The Career and Life Counseling Center is also dedicated to helping students remove obstacles along the way. Whether these obstacles are financial, physical, social, or personal, a visit to the Caldwell House is a good place to start when looking for solutions. The Caldwell House specializes in career counseling, life counseling, and support for students with diagnosed disabilities. (warnerpacific.edu/career-services)

Denise Haugen | Caldwell House | 503.517.1119 | dhaugen@warnerpacific.edu



ASSOCIATED STUDENTS OF WARNER PACIFIC COLLEGE (ASWPC)

We want our students to make the most of their experience at Warner Pacific College. There are many opportunities for involvement on and off campus. Leadership Development encourages students to identify their passions and strengths and to get involved. We help students develop their leadership skills and to become people of character and integrity, ultimately resulting in success both in college and beyond.

There are several ways for students to become involved in student leadership at Warner Pacific College. They include, but are not limited to: Knights, tutoring, Student Government, College Activities Board, Residence Life, Campus Ministries, United Image, Admissions, and several clubs and institutional committees.

Students interested in campus organizations and involvement can request information from the Office of Leadership Development and Student Programs. (warnerpacific.edu/get-involved)

Kyra Pappas | Smith Hall | 503.517.1002 | kpappas@warnerpacific.edu

Student Government

The Warner Pacific College Student Government is responsible for the budgeting of the Student Body fee collected from each student taking 6 or more credits a semester, advocating for students, and appointing interested students to various committees on campus for student representation. For a complete list of all student committees, see the Student Government web page. (warnerpacific.edu/student-government)

Student Government organizes an active voice expressing student sentiment for the control of all matters of general student concern and to develop a spirit of Christian fellowship and service.

Student Government is the representative board through which the student body acts on all matters pertaining to student rights and responsibilities. Membership in Student Government is comprised of six officers that are elected or appointed for one-year terms. They operate under the guidance of the Student Government By-laws. Student Government is the umbrella organization for all clubs on campus as well as Student Senate.

Student Senate

The Student Senate is comprised of student representatives from every area on campus. Membership on the Student Senate is determined by the Student Government Vice President. It consists of members of every student group on campus. It supports the Student Government as follows:

- Fostering adequate representation of the student body by providing an accessible venue for a diverse range of students to become active in the processes governing ASWPC
- Creating increased opportunity for communication and collaboration across student groups
- Providing a central place for communication between the Student Government and its constituents



- Fostering the personal development of its members as servant leaders
- Cultivating a spirit of Christian fellowship and service within Warner Pacific College in support of the current Squire Student Handbook

Student Government | SUB | 503.517.1193 | aswpc@warnerpacific.edu

College Activities Board (CAB)

The Warner Pacific College Activities Board builds campus-wide unity through quality activities and services for the student body. The goal of CAB is to help students get acquainted, involved, and invested in the Warner Pacific Community.

CAB coordinates and administrates student programming on campus. Membership in CAB is comprised of five officers who are elected or appointed for one-year terms. CAB understands that social, physical, and educational activities play an important role in a student's overall experience and that they are key to developing a strong sense of community on campus. Student activities help shape attitudes, affect one's readiness to learn, and impact the quality of the college experience. CAB is responsible for organizing programs including intramurals, outdoor recreation, special events, and the Student Union Building (SUB). These activities are student-led, enabling students to be involved in the planning and leadership of campus-wide programming. (warnerpacific.edu/college-activities-board)

**College Activities Board | SUB | 503.517.1239 | cab@warnerpacific.edu
Kia C. Smith | Smith Hall | 503.517.1015 | kcsmith@warnerpacific.edu**

Student Diversity Council (SDC)

The Student Diversity Council fulfills the Warner Pacific mission by actively promoting justice on campus and in the broader Portland community. We do this through inclusive events and programs that encourage awareness, education, advocacy, activism, and collaboration.

SDC hosts many annual events dedicated to diversity education, programming, and advocacy, in an effort to further social justice in our community and our world. The SDC also oversees all Student Multicultural Organizations and staffs the Student Multicultural Center in the SUB. Bi-weekly meetings are held in the Student Multicultural Center by the Student Diversity Council and open to the whole student body to discuss and educate on social justice issues, and plan programming for the campus.

Jeanie Whitten-Andrews | Smith Hall | 503.517.1088 | jwhitten@warnerpacific.edu

Commuter Student Services

Nearly half of the students who attend Warner Pacific College commute from home. We offer many resources that are beneficial to commuter students.

The Commuter Representative on CAB is responsible for providing programs and resources that are designed to integrate commuter students into the community. If your student is a commuter and wants to get involved, the Commuter Representative can help.

Hayley Tragis | SUB | 503.517.1239 | htragis@warnerpacific.edu



STUDENT HEALTH AND WELLNESS CENTER

The Health/Wellness Center provides basic health and wellness services for all students. The nurse may be consulted on a wide variety of issues. When a person is injured or ill, the nurse will provide appropriate limited care, medical supplies, and over the counter medications as needed. Emergencies will be seen immediately. Non-emergency appointments will be scheduled according to availability, usually on the same day.

The College has a MANDATORY immunization policy requiring every student to present proof of immunization status as well as a short medical history before classes start. Oregon State law mandates that all entering full-time students born after January 1, 1957, show proof of two doses of the measles vaccine, unless there is a medical or religious exemption. In addition, Warner Pacific College requires students to have the following vaccines, if not medically, religiously, or age exempt: mumps, diphtheria, pertussis, tetanus, polio, and hepatitis B. TB screening questions will be asked of all students to determine whether or not they need the Tuberculin test. The Advisory Committee on Immunization Practices (ACIP), the American College Health Association (ACHA), and the American Academy of Pediatrics (AAP) are now recommending that students who wish to reduce their risk of contracting meningococcal disease receive the vaccine for this before college begins. Hepatitis A immunizations are also highly recommended. (warnerpacific.edu/health-wellness-services)

International students additional requirements

1. Oregon law prohibits foreign students with non-immigrant visas and no measles immunizations from starting classes (or even coming on campus) until they have at minimum, their first measles immunization; they must then show proof of receiving the second measles immunization within a month after school starts or they cannot continue.
2. They must also provide proof of tuberculosis Screening (PPD/Mantoux) within six months of entering college.

Health Insurance

Students enrolled in *6 or more credit hours* are automatically enrolled for the College “Accident Insurance,” but are responsible for providing their own “Health Insurance” coverage. Students are required to sign an “Acknowledgement of Insurance Coverage” form indicating that they have been informed that Warner Pacific College provides Accident Only Insurance for non-athletic injuries and that they are responsible for their own medical coverage. Informational brochures on general “Health Insurance” coverage can be obtained from the Warner Pacific College Student Financial Services or Health/Wellness Center. It is highly recommended that students obtain this portion of insurance before beginning classes. The College and its agents are not responsible for costs relating to any health issue. These are solely the responsibility of the student and/or family.

Donna Johnson | Smith Hall | 503.517.1001 | dbjohnson@warnerpacific.edu



RESIDENCE LIFE

A Warner Pacific College education is not limited to the classroom experience. Living on campus provides opportunities for learning and engagement that are unique to the college environment. Our Residence Life program is designed to maximize these learning opportunities through numerous academic, social, and spiritual experiences on campus and in the local Portland community. The Department of Residence Life maintains a 12 person professional and paraprofessional staff who provides 24-hour on call assistance, housing services, and various forms of programming for residential students. Peer Assistants, commonly referred to as PAs, are experienced Warner Pacific College students living in the residential facilities. PAs are trained to provide assistance with housing related issues (maintenance requests, noise disturbances, lock-outs, etc.) and trained to facilitate the creation of a healthy living and learning environment. PAs are supervised by the Area Coordinator, a professional staff person living on campus. (warnerpacific.edu/residence-life)

Rob Awil | Smith Hall | 503.517.1007 | rawil@warnerpacific.edu

BOOKSTORE

The Warner Pacific College Bookstore is institutionally owned and operated. The store offers new or used textbooks for all school courses, as well as textbook rental options via our website (www.wpcbookstore.com). There is a large assortment of Warner Pacific College apparel and merchandise, and a variety of greeting cards, health and beauty products, and school supply items.

Mimi Fonseca | Egtvedt Hall | 503.517.1100 | mfonseca@warnerpacific.edu

CAMPUS SAFETY

The Office of Campus Safety is located in the maintenance building directly behind the A.F. Gray Administration building. Campus Safety's primary concern is the protection of the people and property of Warner Pacific College and seeks to work with all members of the Warner Pacific College community to ensure a safe living and learning environment. Community members are encouraged to be aware of their surroundings at all times and to report suspicious persons or activities to Campus Safety. (warnerpacific.edu/campus-safety)

In case of an emergency (assault, crime in progress, etc.), dial 911 and students should contact Campus Safety as soon as possible once police are notified.

The Warner Pacific College campus is private property, and permission to enter or pass through it is revocable at any time. Anyone who fails to cooperate with College authorities, including Campus Safety personnel, will not be permitted on campus.

To contact a Campus Safety Officer 24 hours a day, 7 days a week, call 503.250.1730.

Paul Hartman | A.F. Gray Hall | 503.517.1219 | phartman@warnerpacific.edu

FOOD SERVICE

Food service at the College is provided by Sodexo, Inc., a leading provider of integrated food and facilities management. Each day a variety of entrees, deli sandwiches, pizza, soups, salad bar, fresh fruits, desserts, and beverages are offered in Lower Egtvedt Hall. In the fall semester, dining service begins on the first day of orientation and ends with the evening meal on the last day of finals. Service resumes the day before undergraduate classes begin in the spring, and the final meal is served on the last Friday before graduation. Food Service is not available during Thanksgiving, Christmas, spring, or summer breaks.

Meal plans are required for most residential students but are available to all students. The Platinum Meal Plan is required for all residential students with fewer than 60 semester credits earned and for all students living in Smith and Warman Halls. The Gold Meal Plan is required for all other residential students living in the Tabor Terrace Apartments, Division Street Apartments, and Houses, with the exception of students who are married. Any student required to purchase the Gold Meal Plan may choose to upgrade to the Platinum Meal Plan. The Platinum and Gold Meal Plans each offer an all-you-can-eat meal allowance and Warner Cash. The specifics of each meal plan are outlined below:

Platinum Meal Plan – Includes 204 meals and \$300 Warner Cash per semester.

The Gold Meal Plan – Includes 100 meals and \$115 Warner Cash per semester.



OTHER RESOURCES

All meals and Warner Cash not used in the Fall semester automatically transfer to the Spring semester provided that a Spring semester plan is purchased. Meals and Warner Cash does not transfer at the end of the Spring semester.

To-go lunches are available for students with a class or work schedule conflict. Documentation regarding the schedule conflict is required to obtain to-go meal privileges.

Exemptions from the meal plan requirement are based on Sodexo's ability to meet the dietary needs of each student. Schedule conflicts are almost never grounds for an exemption. Students wanting to petition the meal plan requirement must email a letter of explanation to Nicole Thompson, Residence Life Coordinator at nlthompson@warnerpacific.edu. The petition is reviewed by the Student Affairs Appeals Committee and a response is given within two weeks of receiving the petition. In the event the petition is approved, a prorated refund will be given based on the number of calendar days attended until the date the petition is approved. No refund is granted after 60 percent of the term has passed. Petitions are only accepted through the first week of classes.

Joel Santana | Egtvedt Hall | foodservice@warnerpacific.edu

ID CARDS

Every Warner Pacific College student is issued an ID Card, which serves as an identification card, meal card, library card, admission to campus events, and entrance into residence halls and selected campus buildings including the Student Union Building (SUB) and weight room. If a student loses or misplaces their ID Card, they should contact Nicole Thompson for a replacement card. Replacement cards cost \$15.

Nicole Thompson | Smith Hall | 503.517.1007 | nlthompson@warnerpacific.edu

INFORMATION SERVICES

Warner Pacific College currently provides 10 computers in the basement of A.F. Gray. This lab is available to students 24 hours a day, 7 days a week. Computers in the Lab are intended to be used by Warner Pacific College students as needed for class related work. Students found to be abusing the computer lab may have privileges revoked.

Each student (residential and commuter) is assigned an email account that is used as the primary communication system for the College. It is important for students to check their Warner Pacific College email account regularly for important information regarding class assignments, announcements, events, personal notices, and communications. Students should also empty their inboxes when they become full to ensure receipt of all such communications. Students may receive their log in and password from Information Services located in McKinnon House on SE 66th Ave.

Peer to peer copying of copyrighted files is illegal. Students found copying copyrighted files may be subject to judicial action. An example of copyrighted materials are items downloaded but not paid for, such as current popular music, movies, etc.



OTHER RESOURCES

The College provides each student access to a computer through the computer labs. With this privilege comes the responsibility to use it with discretion, wisdom, and in compliance with Warner Pacific College policies. It is unacceptable to use computers or other mediums of communication (mail service or phone systems) for the purpose of harassment; use, possession, or distribution of pornography; plagiarism; or otherwise in violation of Warner Pacific College policy. Students found to be using computer, mail, or phone services for such purposes are subject to judicial action up to and including expulsion.

Information Services | McKinnon House | 503.517.1399 | helpdesk.warnerpacific.edu

LIBRARY SERVICES

The Library staff takes pride in providing academic service and support for the College community. With over 60,000 books, 19,000 full-text journal titles, 1,500 e-books, 600 music CDs, and 2,600 videos strongly supporting the academic curriculum. In addition, the Library is also a member of the Orbis Cascade Alliance with borrowing privileges at 35 academic libraries in Oregon and Washington. Through the WorldCat Local catalog, Summit self-initiated borrowing is available to over 27,000,000 items, as well as interlibrary loan from across the country. Access to the Library's catalog, databases, and other resources are found on the Library's web pages at library.warnerpacific.edu

Otto F. Linn Library | 503.517.1102 | wpclibrary@warnerpacific.edu | library.warnerpacific.edu

LOST AND FOUND

Lost and Found is located in the Office of Student Affairs. Lost items can be claimed in Student Affairs during regular business hours (8 am to 5 pm., Monday through Friday). After 30 days, unclaimed items are donated to charity.

Nicole Thompson | Smith Hall | 503.517.1007 | nlthompson@warnerpacific.edu

MAIL SERVICES/COPY CENTER

All students taking 12 credit hours or more are required to use a campus mailbox. All students (residential and commuters) are encouraged to use a mailbox and to check the mailbox at least once a week. Mailboxes and keys are issued at registration or at the Mail Center located in the east end of Egtvedt Hall. Send mail to your student using the following address:

Student Name
Warner Pacific College
_ _ _ (Box Number)
2219 SE 68th Ave
Portland, OR 97215

Mail Services/Copy Center | Egtvedt Hall | 503.517.1210 | CopyCtr@warnerpacific.edu

PARKING AND VEHICLE REGISTRATION

Vehicles driven on campus must be registered with the Office of Campus Safety and display a current Warner Pacific College parking permit. Parking permits can be purchased in the Bookstore for \$65 per semester. Students purchasing a permit in the Fall semester will be automatically charged for the Spring semester. This fee is charged to the student account. First year students are discouraged from having a vehicle on campus.



Ticketing: Vehicles parked in unauthorized areas, parked improperly, or without a current parking permit will be ticketed. Five or more tickets may result in loss of campus parking privileges. Vehicles parked in “**No Parking**” zones, **Handicapped Spaces**, or **Fire Lanes** may be impounded at the owner’s expense.

WARNER PACIFIC COLLEGE IS NOT RESPONSIBLE FOR VANDALISM OR THEFT OF STUDENT VEHICLES.

STUDENT FINANCIAL SERVICES

The Office of Student Financial Services is a resource to help students manage the financial responsibility related to their education. Office hours are 8 am to 5 pm, Monday through Friday. The cashier desk closes at 4 pm each day.

Warner Pacific College does not discriminate in its student admission and employment practices and provides equal opportunity for all student applicants and employees regardless of race, color, sex, gender, sexual orientation (including gender identity), national origin, religion, disability, age, veteran status, and any other applicable legally protected status. Students should apply for aid as soon after January 1 as possible. For more specific information regarding Financial Aid, please refer to the 2014-15 Academic Catalog located in the Records office or on the WPC website or contact the Office of Student Financial Services.

All charges, payments, and financial aid transactions are recorded in an individual student account. Each month a statement will be issued by the Office of Student Financial Services and placed in the assigned student campus mailbox. **It is the responsibility of the student to share this information with parents or sponsors assisting with tuition payment.** The Office of Student Financial Services staff is available by appointment for private consultation to discuss financial concerns with the student.

STUDENT EMPLOYMENT

Students may work on campus part-time while attending school, and they may work full-time during the summer and other vacation periods. Most positions are on campus and the Office of Student Financial Services makes the awards for Federal Work Study positions. Students are paid at least minimum wage, but may earn more for specialized work. After eligibility is determined in the Office of Student Financial Services, interested students should consult a listing of available positions kept in the Office of Student Employment as well as on the Warner Pacific College website, then apply and interview for the position. Positions are offered to the most qualified applicants. Federal Work Study eligibility does not guarantee a position. All students employed on campus must complete paperwork in the Office of Student Employment prior to beginning work. (warnerpacific.edu/work-study/)

Student Financial Services | Egtvedt Hall | 503.517.1091 | financialaid@warnerpacific.edu



ANDREA COOK, Ph.D.
President

AARON MCMURRAY, Ph.D.
Vice President for Institutional Advancement and External Relations

COLE DAWSON, Ph.D.
Vice President for Academic Affairs, Dean of the Faculty

STEVE STENBERG
Vice President for Operations

LORI JASS, Ed.D.
Assistant Vice President for the Adult Degree Program

DAYMOND GLENN, Ed.D.
Vice President for Community Life and Chief Diversity Officer

DALE SEIPP, JR.
Vice President for Enrollment and Marketing

MAIN OFFICES

Academic Success Center 503.517.1010

Accounts Payable..... 503.517.1205

Adult Degree Program..... 503.517.1550

Advancement..... 503.517.1220

Alumni, Church, Parent Relations..... 503.517.1026

ASWPC 503.517.1193

Athletics 503.517.1370

Bookstore..... 503.517.1100

Bridgetown..... 503.517.1150

Business and Finance Office..... 503.517.1366

CAB Office (College Activities Board)..... 503.517.1239

Campus Ministries 503.517.1190

Campus Safety..... 503.517.2127

Career and Life Counseling Center 503.517.1119

College Communications 503.517.1123

Commuter Services 503.517.1002

Conference and Event Services 503.517.1046

Counseling Services 503.517.1119

Dean of Faculty/Academic Affairs..... 503.517.1221

Early Learning Center 503.517.1081

Enrollment 503.517.1020

Facilities Services..... 503.517.1217

Faculty Office 503.517.1095

Food Service (Cafeteria) 503.517.1090

Food Service (Sodexo)..... 503.517.1029

Help Desk (Computer Help Desk) 503.517.1399

Human Resources..... 503.517.1031

Information Services (Computers) 503.517.1399

Institutional Research 503.517.1053

International Student Enrollment..... 503.517.1021

Intramurals (CAB Office) 503.517.1239

Library 503.517.1102

Mailroom 503.517.1210

Maintenance..... 503.517.1217

Music Office 503.517.1104

Nurse/Health Center..... 503.517.1001

Peer Assistants (PAs) 503.517.1003

PLE Testing 503.517.1321

Portland Leadership Foundation/ActSix..... 503.517.1309

President’s Office 503.517.1212

Records/Registrar..... 503.517.1013

Residence Life..... 503.517.1008

Science Lab 503.517.1071

Student Affairs..... 503.517.1007

Student Employment & Work Study Office 503.517.1091

Student Financial Services 503.517.1091

Student Government/ASWPC..... 503.517.1193

Teacher Ed Placement Office 503.517.1095

Teacher Ed Work Study..... 503.517.1101

Urban Studies..... 503.517.1057



VETERAN'S OFFICER

Tori Cumings 503.517.1012

GENERAL NUMBERS

ADULT DEGREE PROGRAM (Enrollment)..... 503.517.1550
TRADITIONAL PROGRAM (Enrollment) 503.517.1000
800.804.1510
CAMPUS SAFETY (Cell Phone)..... 503.250.1730

FAX NUMBERS

Enrollment 503.517.1540
Finance..... 503.517.1213
General Campus 503.517.1350
Housing Office 503.517.1355
Library 503.517.1351
Mailroom 503.517.1055
Music Office 503.517.1060
President's Office 503.517.1350
Student Financial Services & Records 503.517.1352

TRADITIONAL/MT. TABOR CAMPUS LOCATION

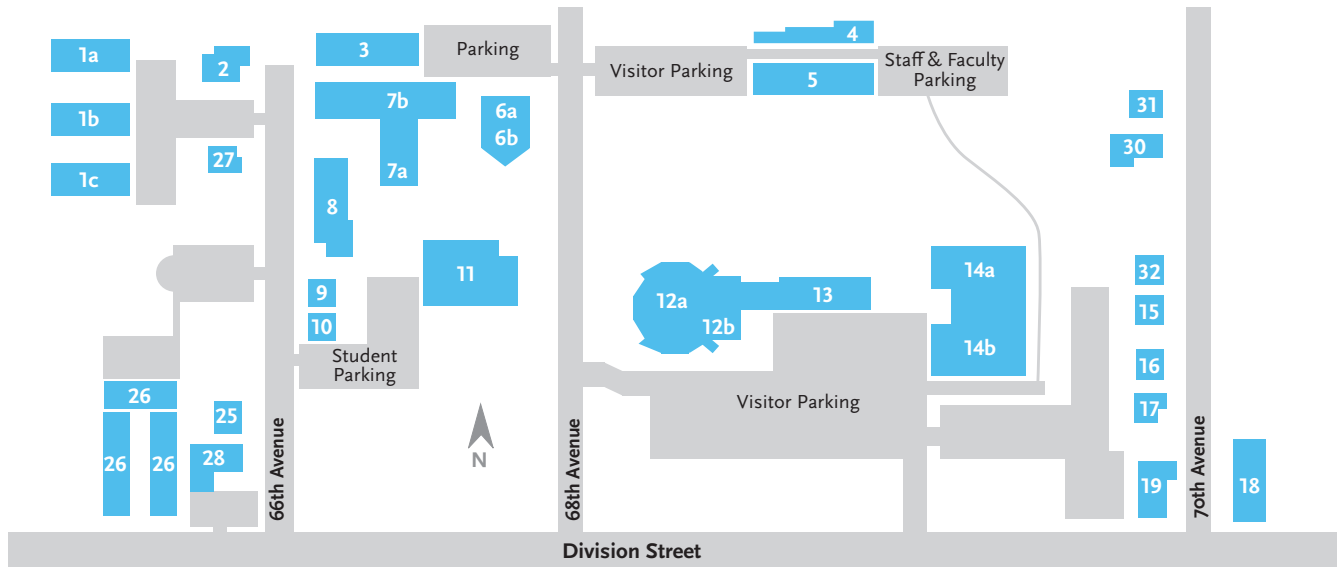
2219 SE 68th Ave • Portland, OR 97215
(warnerpacific.edu/maps-direction)



MT. TABOR CAMPUS MAP



WARNER PACIFIC COLLEGE



- | | | |
|---|----------------------------|-----------------------------|
| 1. Tabor Terrace Apartments a. Pearl Lewis b. Mary Husted c. Warner Monroe | 8. Warman Hall | 18. 5-Plex Apartments |
| 2. Caldwell House | 9. Rainier House | 19. Early Learning Center |
| 3. Gotham Hall (Science) | 10. McKinnon House | 25. Sandy House |
| 4. Maintenance Building | 11. Otto F. Linn Library | 26. Division St. Apartments |
| 5. A.F. Gray (Administrative Building) | 12a. McGuire Auditorium | 27. Tabor House |
| 6a. Schlatter Prayer Chapel | 12b. Theatre (lower level) | 28. Saxon Apartments |
| 6b. Kardatzke Hall | 13. Egtvedt Hall | 30. Duplex |
| 7a. Smith Hall | 14a. C.C. Perry Gymnasium | 31. Jefferson House |
| 7b. Offices of Student Affairs | 14b. Student Union | 32. Deschutes Duplex |
| | 15. Adams House | |
| | 16. Clackamas House | |
| | 17. Willamette House | |

