

Parent & Family Guide

Milligan College | 2009-10

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Milligan College Parent Program

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The information in this document is not legally binding. Please refer to the Milligan College *Catalog* and the Milligan College *Student Handbook* for official policies and guidelines.

Welcome from President Jeanes



Dear Parents and Families,

Since our founding in 1866, it's been our vision and mission to educate Christian leaders – the hope of the world.

Today, Milligan is a flourishing liberal arts college with a distinctively different approach to higher education. Everything we do – in the classroom, in the dorm room, or on the athletic field – encourages students to reflect on what it means to be called to lives of service. Few institutions hold Milligan's

conviction to mold both mind and spirit, to develop servant leaders to engage the culture for Christ.

We are pleased to partner with parents and families in this educational experience. Milligan College is preparing new generations of servant leaders to change lives and shape culture. It is exciting to consider what the future holds for your student.

We welcome you and your student to the Milligan community!

Donald R. Jeanes ('68)
President

About President Jeanes

Dr. Donald R. Jeanes was inaugurated as the 14th President of Milligan in 1997. Under his leadership, Milligan College has expanded, grown, and reached new levels of excellence. A native of Georgia, President Jeanes is a 1968 *magna cum laude* graduate of Milligan College. He served as Director of Financial Aid and Assistant to the Business Manager at Milligan while attending Emmanuel School of Religion, where he received his master of divinity degree. He served on the faculty of Atlanta Christian College where he taught Bible and humanities, administered the student financial aid program and was later named administrative vice president. An ordained minister, Jeanes has served churches in Johnson City and Houston, Texas. He serves on numerous boards in the community and church. He is married to Clarinda Phillips Jeanes, a 1971 Milligan graduate. Their daughter Amy is also a Milligan graduate.

Mission

As a Christian liberal arts college, Milligan College seeks to honor God by educating men and women to be servant-leaders.

Milligan College offers programs of study leading to undergraduate or graduate degrees. These programs have as their objectives the following:

- ***A Positive, Personal Christian Faith That Jesus is Lord and Savior***
The expression "Jesus is Lord and Savior" is to be understood in its historical, biblical significance. Jesus, the Man of Nazareth, is God's Son, therefore, both Savior and Lord of Life. The attainment of positive, personal Christian faith means the commitment of one's life to this Jesus.
- ***A Commitment to Follow the Teachings of the Christian Scripture in One's Personal and Social Ethics***
This commitment involves a recognition of the norms of human conduct that derive their sanction from the Christian faith.
- ***The Capacity to Recognize and Assume Responsibility in Society***
The main functions of education are to arouse within the individual an awareness of indebtedness to one's fellow human beings, to foster in each a desire to assume personal responsibility, and to prepare the individual to fulfill his or her obligation to society.
- ***The Knowledge, Meaning, and Application of Sound Scholarship***
The student is led to develop a respect and enthusiasm for sound scholarship and to seek it with diligence and perseverance.
- ***Preparation for Securing an Enriched Quality of Life for Self and Family***
Courses of study and campus life are designed to develop the quality of aesthetic appreciation, to provide a background in the liberal arts, and to lead to the selection of a field of interest which will provide opportunities for a fulfilling life.
- ***Participation in the Activities of a Healthy Lifestyle***
This may be accomplished through intramural and intercollegiate sports, residence hall living, campus fellowship, and other student activities.

History & Heritage

Milligan's origins go back to an academy founded in 1866 in what is now Hopwood Memorial Christian Church on the banks of Buffalo Creek in Carter County, Tennessee. While it began as a private secondary school known as the Buffalo Male and Female Institute, the institution was soon elevated to the collegiate level with the arrival of **Dr. Josephus Hopwood** and his wife, Sarah LaRue Hopwood. Hopwood came to the school with the understanding that it would become a liberal arts college to train leaders for the churches and the communities of Appalachia.



Hopwood elevated the institution to a college in 1882 and the name was changed to Milligan College in 1885 to honor **Dr. Robert Milligan**, one of Hopwood's former professors of Biblical Studies at Transylvania University/Kentucky University (now Lexington Theological Seminary). Milligan College has the rare distinction of being named not for its founder or location, but for a teacher. Professor Milligan taught his students that learning should be used to develop the potential of Christian men and women to serve Christ and the world. Hopwood, the dominating personality in the early history of the college, coined its enduring motto, "Christian Education – the Hope of the World."

In 1917, **Henry J. Derthick** was inaugurated as the eighth president of Milligan. The campus was expanded to some sixty acres. The Administration Building, now called Derthick Hall in his honor, was rebuilt after a fire. Dr. Derthick succeeded in bringing the college through the period of World War I and the Great Depression, preserving the academic integrity and quality of the college. In the crisis of World War II, Milligan offered its entire facilities to the United States Government for a Navy V-12 program, the only college in the United States to do so.

Dr. Dean E. Walker came to the presidency in January 1950 from a 25 year professorship at the Butler University School of Religion. The campus was expanded to more than 135 acres of land and several significant buildings were built, including the Welshimer Library and Seeger Chapel. In 1960, Milligan was admitted into membership in the Southern Association of Colleges and Schools.

In June 1968, **Dr. Jess W. Johnson** was elevated to the presidency of the college on the retirement of President Dean E. Walker. In 1982, **Marshall J. Leggett** became the first alumnus to be named President. During his tenure, the college offered its first master's degree, constructed several new buildings, and enrollment increased 31 percent. Dr. Leggett retired in 1997 and was named Chancellor.

Donald R. Jeanes, a Milligan alumnus, became the fourteenth president in 1997. Under his leadership, the numerous improvements to the college's physical landscape and facilities have occurred. Several new academic and athletic programs have been added, and the college has reached all-time record high enrollments of over 1,000 students.

For Parents

Important Dates for Parents & Families

Homecoming Weekend: October 23-24, 2009

Alumni, parents, and friends of Milligan are urged to join us for the many activities on campus during this weekend.

Family Weekend: February 12-14, 2010

Family Weekend is an opportunity for parents and siblings to see what college life is like, as well as to tour and explore the Tri-Cities area. On-campus events are planned throughout the weekend, and families are encouraged to do some sightseeing in the local area as well. Visit www.milligan.edu/familyweekend for a complete schedule.

Commencement: May 8, 2010

Parents of seniors should plan in advance for the activities which add to the celebrative nature of Commencement. Saturday morning there is a Baccalaureate Worship Service led by graduating seniors and faculty. Commencement occurs Saturday afternoon. See www.milligan.edu/commencement/.

Parent Program

Whether your son or daughter is a first-year student or a soon-to-be graduate, the Parent Program hopes you have an enriching experience as part of the Milligan community. Our goals are for parents to understand the student experience and know about resources available at Milligan



College; support the college's goals for student learning and development outcomes; know when to step in to help their student and when to empower their student to take responsibility; and participate in opportunities to engage with the Milligan College community.

Parent Association

Parents and other family members of Milligan students are eligible for free membership in the Milligan Parent Association. As a member, you will receive news and information of interest to parents and family members, important reminders and invitations to special activities and events. There is no limit to the number of family members who can join, but each person must sign up using a separate email address. Go to www.milligan.edu/parents to register.

Parent Communication

Once registered for the Parent Association, you'll receive regular news updates from the college, our *Looking Ahead* newsletter, the *Milligan Magazine*, and informational emails. These emails provide important timely campus information, including tips for parents on supporting their college students, news, and upcoming events.

Hugs from Home

Send your son or daughter a care package. The Associated Ladies of Milligan (ALM) offers parents the opportunity to purchase a Hugs from Home gift package. For \$100, these creatively-themed gifts are made up and delivered to your student at his or her dorm four times a year for Halloween, Winter Holiday, Valentine's Day, and Spring. Proceeds from this fundraiser benefit student scholarships at Milligan. www.milligan.edu/parents.

Parent Council

The Parent Council acts as the advisory and advocacy arm of the Parent Program. The council meets twice a year to help the college maintain and enhance effective communication with parents and to provide prayer support for students and faculty/staff. They host receptions on Move-In Day, Family Weekend, regional events held throughout the country, and other events throughout the year.

Parent Prayer Partners

A significant way that parents can help to enhance student life at Milligan is through prayer support. A list of prayer requests is e-mailed periodically to participants, who are asked to commit to pray regularly for Milligan students and faculty/staff. We hope that many of you will join us as prayer partners as we seek God's care, provision, and wisdom for our students and for the college.

Transition & Orientation

Connections

Coming to college is a significant change in the life of your daughter or son. We also recognize that this will be a significant change in the life of your family. *Connections: New Student Orientation* is a 24-hour event on the Milligan campus that prepares students and parents for a smooth and easy transition to college life.

Welcome Week

Fall is an exciting time at Milligan. Welcome Week activities are planned for first-year and transfer, traditional, and non-traditional students during the first week of the fall semester. During this time, parents and families are invited and encouraged to attend Saturday and Sunday events during move-in weekend, including the Matriculation Service, Dessert Reception with Faculty sponsored by the Parent Association, and the Sunday morning worship service. Visit www.milligan.edu/sizzler/ for full details.



Matriculation

Matriculation is a tradition at Milligan where new students officially “sign-in” to the records of the college. This program is mandatory for all new students of the college. We invite all families of incoming students to attend this formal ceremony in which students join the Milligan community. Sunday attire is requested. Matriculation is followed by the Dessert Reception hosted by the Parent Association, where new students and parents have the opportunity to meet and greet faculty, staff, and other parents.

FERPA (Student Privacy)

Parents are **not** automatically granted access to information about their student’s education record. The *Family Educational Rights and Privacy Act* (FERPA), as amended (also sometimes referred to as the Buckley Amendment), is a federal law that assigns certain privacy rights regarding their educational records to students who are 18 years of age or older or enrolled in post-secondary institutions. (Once a student reaches the age of 18 or enters college, the rights previously held by the parents transfer exclusively to the students.) ***In general, this means that students need to give their permission for the release of information about their educational record, even to release information to parents.***

FERPA protects information about courses in which the student is enrolled, grades received, locations of courses, academic standing information, financial aid information, student account information, etc. Directory information *can* be released to anyone, including parents, without the student’s permission.

Authorization

Students can authorize access for their parent(s) to their education records and allow oral and written communication with college personnel by completing an authorization form and submitting it to the Registrar’s Office. The form is available at <http://www.milligan.edu/academics/ferpa.htm>. Students may also allow access to view their records in the college database by sharing with their parent(s) their login IDs and passwords to Self Service, the Internet access to education records.

Questions

General questions about FERPA may be directed to the Office of the Registrar, P.O. Box 52, Milligan College, TN 37682. Phone: 423.461.8788.

Academics

The academic strength of Milligan is reflected in the Christian liberal arts commitment, the breadth and depth of academic programs, and the talents of our faculty. Milligan offers over 25 major programs and 25 additional minors. Visit www.milligan.edu/academics for a complete list.

Academic Advising

Advising is an essential component of your student’s Milligan experience because it is designed to promote the achievement of his/her educational goals. Encourage your student to develop a relationship with his or her academic advisor (also known as “mentor” during freshman year). Advisors are assigned according to the discipline in which the student is majoring. Mentors/advisors provide students with information and guidance as it relates to program/curriculum requirements, academic policies and procedures, and various academic issues and concerns. Advisors will assist with course selection and refer students where appropriate to support systems, informational resources, and individuals.

Academic Grievance Procedure

If a student feels that a final grade is unfair, he/she should follow the procedure outlined in the *Student Handbook*.

Academic Integrity

Academic dishonesty (the intentional misrepresentation of all or part of one’s work to deceive for personal gain, or assisting another to do the same) is a serious offense which undermines the bonds of trust and honesty between members of the college community and defrauds those who may eventually depend upon our knowledge and integrity. Depending on the nature and extent of the offense, the student may receive a failing grade on the work in progress or a failing grade in the course. Incidents of flagrant academic dishonesty may be referred to the college Discipline Committee for resolution. In all cases, the professor will notify the student, in writing, of the offense and the sanction.

Academic Probation

A semester or cumulative GPA of less than 2.0 is the criterion for being placed on Academic Probation. Participation in extracurricular activities is restricted and must first be approved by the Academic Dean’s Office. Volunteer tutors are available to offer assistance in various classes. Contact the Student Success Office for guidance.

Academic Requirements

A minimum of 128 credit hours is required for graduation with any baccalaureate degree (with a minimum cumulative GPA of 2.0). Students transferring from another college must successfully complete not fewer than 45 of the 128 required semester hours through instruction at Milligan. To graduate, all undergraduate students must complete Milligan’s General Education Requirements plus a major. See the *Catalog* for full details.

Accreditation

Milligan College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; 404-679-4501) to award bachelor's and master's degrees. Several of Milligan's professional programs also have accreditations and memberships in professional organizations.



Computers (Information Technology)

Milligan College has installed a campus local area network, McNet, which links all residence hall rooms with faculty and staff offices in addition to providing access to the Internet, application programs, and library services. Students may either connect a computer they bring to campus in their residence hall room or use a computer in one of the campus computer labs. Residence hall room computers may be connected to McNet, provided that the student's computer conforms to minimum requirements, which are posted on the Milligan College web site under the Information Technology Department. Students are responsible for being familiar with and abiding by the Computer Use Policy posted on the Milligan College website under the Information Technology Department.

Core Curriculum (General Education Requirements)

Milligan has a strong interdisciplinary liberal arts core curriculum that provides students with a broad foundation for life-long learning and for further study in specific disciplines. For complete details on the college's general education requirements, see the college *Catalog*.

Developmental Studies

Milligan's Developmental Studies program is committed to helping students academically succeed. Courses in mathematics, writing, and study skills give students the opportunity to develop more proficiency in these areas and increase their chances for success in college course work. Students are placed in these courses based on their ACT or SAT test scores. See the college *Catalog* for details.

Disability Services

Milligan is committed to providing students with disabilities the tools, reasonable accommodations, and support services to participate fully in the academic environment. It is the responsibility of the student to notify the college (through the Director of Disability Services) of his or her disability and to follow the process outlined in the college *Catalog* for requesting appropriate auxiliary services and academic adjustments.

Diversity

"As members of the Milligan College community and in faithfulness to the teaching of Scripture, we commit ourselves to honoring and broadening the diversity of our community and to treating every person with respect, dignity, and love. By reflecting the diversity of God's kingdom, the college bears witness to that kingdom and equips students to serve in a diverse and interdependent world."¹ Milligan College believes that diversity in our student body, faculty, and staff, whether by race, color, ethnicity, disability, multicultural background, sex, or age, is important for us to fulfill our primary mission: to provide a quality education where men and women are prepared as servant-leaders. We believe that:

- *Diversity enriches the educational experience.* We learn from those whose experiences, beliefs, and perspectives are different from our own, and these lessons can be taught best in a richly diverse intellectual and social environment.
- *Diversity promotes personal growth and a healthy society.* Diversity challenges stereotyped preconceptions; it encourages critical thinking; and it helps students learn to communicate effectively with people of varied backgrounds.
- *Diversity strengthens communities and the workplace.* Education within a diverse setting prepares students to become good citizens in an increasingly complex, pluralistic society; it fosters mutual respect and teamwork; and it helps build communities whose members are judged by the quality of their character and their contributions.²
- *Diversity reflects God's kingdom.* The college's view on diversity is shaped by its Christian faith. The Gospel's call is always to move beyond our culture-imposed, self-imposed boundaries and to understand that people whom we may have previously labeled "others" are created in God's image.³

Faculty

Milligan has 75 full-time professors. Eighty percent have a Ph.D. or the highest terminal degree in their field. Forty percent have taught at Milligan for more than 20 years. All courses are taught by professors; no graduate students or teaching assistants teach classes. As a Christian college, Milligan actively seeks and hires faculty members who manifest both academic excellence and Christian faith. Each professor has scheduled office hours and encourages students to stop by frequently. Many professors invite their classes to their homes for a meal, participate in chapel, and support students at athletic and arts events.

¹ Milligan College Commitment to Non-Discrimination, Milligan *College Catalog*

² "On the importance of diversity in higher education." Farleigh Dickinson University.

³Higgins, Susan, Ph.D., Professor of Sociology and Missions, Milligan College

Humanities

Our unique Humanities Program – incorporating history, literature, philosophy, and fine arts— is part of the core curriculum and central to the Milligan liberal arts education. We think it's important for tomorrow's leaders to be individuals who can think for themselves, analyze information and ideas, and explore the nature and meaning of the world. Over the course of four semesters, students study some of the ideas and events that have shaped history and created contemporary civilizations. This lays the foundation for a lifetime of sense making, a lifetime of finding meaning in the past, making informed judgments on the present, and preparing for a meaningful future.

Internships

Many majors require internships, which grant college credit and work experience prior to graduation. Students intern at local businesses or organizations and many have worked in locations throughout the U.S. Faculty often help students locate internships, and resources are also available in the Career Development Office.

Liberal Arts

The term "liberal arts" means that students are educated broadly about the historical, philosophical, and literary basis of our modern society. "Liberal arts" is also a way of describing an education that prepares students to think, to inquire about the nature and meaning of the world, and to analyze information and ideas.

Scheduling Courses

The Milligan *College Catalog* prescribes course paths for each academic major and program, with flexibility for some electives. All new students will meet with their mentor and register for fall classes at Connections Orientation (the Registrar's Office will finalize schedules for those new students who are unable to attend Connections). Each semester, students meet with their mentor/advisor to discuss the next semester's course selection.

Snow Schedule

In case of inclement weather, announcements of schedule changes will be announced or posted on local TV and radio (see *Student Handbook* for complete list), and are usually emailed to campus and posted on the college website. If a snow schedule is announced, it means classes will begin at 10:00 a.m. and follow the schedule listed at www.milligan.edu/academics/calendar.htm.

Student Email Policy

For official communication, including any communication from Milligan offices or Milligan faculty to students, the e-mail address issued by Milligan College will be the only e-mail address used. Notices sent by official Milligan e-mail will be considered adequate and appropriate communication. It is incumbent on students to check their official Milligan e-mail regularly.

Student IDs

Student IDs are produced by the Registrar's Office. It functions as an identification card, meal card, library card, and chapel card, all rolled into one. Students will receive their card at the time of registration (usually at Connections Orientation), after having their photo taken, and it will be valid throughout their stay at Milligan.

Student Records and Grades

Students can view information about their academic record and student account in the college's student records database using the ID and password assigned to them for college network access.

Student Responsibility in Learning

Ultimately, students are responsible for their education. Students should make sure to register for their courses on time, familiarize themselves with college policies and procedures, and take an active role in their education by developing a plan of study. Regular contact with one's Advisor can help ensure timely progress toward graduation.

Study Abroad

Milligan offers a number of off-campus learning programs, many through the Council for Christian Colleges and Universities (CCCU). These include semesters in London, Australia, China, Costa Rica, Egypt, Russia, Oxford, Uganda, the Contemporary Music Center in Martha's Vineyard, the American Studies Program in Washington DC, and the Los Angeles Film Studies Center. Off-campus summer programs include the Humanities European Study Tour, Summer in London, Oxford, and the International Business Institute. For complete details and policies, see the college *Catalog*.



Student Success

We want our students to succeed, believe they have the ability to succeed, and want to help them succeed. This period of a student's life is a time of exploration and self-discovery. This introspection reveals itself in a variety of ways, including learning to identify the source of personal struggles. There are a number of steps to identifying and solving the obstacles contributing to lack of success in college. Then the student needs to develop strategies to overcome them. What strategies and resources might help your student? Visit <http://www.milligan.edu/success/>.

First Year Mentoring Program

Milligan's Mentoring Program is a vital part of a student's development and academic success. We pair each new student with a faculty mentor, based on the student's academic interest. If the student hasn't decided on a major yet, the mentor will help guide the student through the core curriculum and career assessments to help discern God's call. Your student's mentor will help him/her successfully navigate through the first year as a college student. From there, your student will be ready to work closely with an academic advisor in a specific major, who will lead your student through college to graduation.

Academic Resources

Milligan is pleased to offer a variety of academic resources that assist students in transitioning from high school to college. Students may access time management aids, study aids, personal accountability assistance, and tutoring services. Students should visit the Office of Student Success located on the lower level of the McMahan Student Center.



Tutoring

Even "brainy" students need academic help in college. The Tutoring Program at Milligan is free and open to all students. Students can sign up to work one-on-one with a peer tutor – another student who has been through what they're experiencing and is now trained to help others – for one-hour sessions or longer, as needed. Many tutors are available in Humanities, Bible, and other academic areas, such as math, biology or psychology. Tutoring is free, and students are encouraged to use this quality service to help them succeed in classes and reach their academic potential. Visit <http://www.milligan.edu/success/tutoring.htm> for a schedule.

Student Life

Milligan's student body consists of about 1,000 students – approximately 750 undergraduate students and 300 adult students. They are from 37 states and 11 countries. Eighty-four percent are from the South, 11 percent from the Midwest, 1 percent from both the Northeast and the West, and 1.5 percent are internationals. 10 percent of Milligan's student body are from multicultural backgrounds.

Alcohol Policy

Milligan is a dry campus. The College prohibits the use, possession, and influence of alcohol on campus and at any college functions *on or off campus*. Furthermore, traditional-aged students may not use or have in their possession any alcoholic beverages **at any time – on or off-campus**. Violations will result in disciplinary options outlined in the *Student Handbook*.

Athletics

Milligan competes in the National Association of Intercollegiate Athletics (NAIA) and is a member of the Appalachian Athletic Conference (AAC). Milligan offers scholarships in 20 intercollegiate programs. Men's programs include baseball, basketball, cross country, golf, mountain biking, soccer, swimming, tennis, track and field. Women's programs include basketball, cheerleading, cross country, golf, mountain biking, soccer, softball, swimming, tennis, track and field, and volleyball.

ATM & Banks

There is an ATM in the Student Center serviced by State of Franklin Savings Bank. Carter County Bank is the closest bank to campus (1 mile). Many other national banks are located in both Elizabethton and Johnson City.

Campus Activities

The mission of Campus Activities is to enhance the student educational experience through challenge and support in mentor relationships, active-learning opportunities and purposeful programming. There are over 40 clubs and organizations on campus, including professional, social, spiritual, fine arts, publications, and academic groups. See the *Student Handbook* or www.milligan.edu/student for a complete list.

Counseling Services

Milligan's counseling service is able to assess, make recommendations, and provide short-term counseling for interpersonal and personal issues. The counseling relationship is one which gives the students support and assistance. Areas of difficulty or questions which might be considered in counseling include social, academic, and personal issues. The service is, with very limited exceptions, confidential. The counselor will explain those exceptions at the outset if desired. There is no additional fee for the counseling service. Appointments with the counseling service can be arranged by the student through the Health Clinic (423.461.8667). Referral services for more serious issues are provided as well. Referral services include assisting students in making contact with a local clinician and an appointment, if a student wishes to do so.

Curfew

There is *not* a curfew at Milligan. The Residence Halls are locked from 12 a.m. to 6 a.m. Sunday through Thursday and 1 a.m. to 6 a.m. Friday and Saturday. A student's room key will open the front doors of their residence hall.

Dining Center / Pioneer Food Services

McCormick Dining Center is open from 7 am to 7 pm Monday through Friday, and students on the meal plan may enter and eat as many times per day as they like. Weekends have standard meal times. Students are required to scan their ID at every entry. Faculty, staff, and guests may pay at the door. No food or beverages are permitted to be take out of the dining center other than those that have been approved (Sick trays, sack lunches etc.) Dishes, trays, and silverware are to remain in the dining room. **Exchange Meals** are for meal plan students allowing them to get a meal at the Grill instead of the cafeteria. **Plus Accounts** are a way of putting a cash balance on the student's ID to use at the Grill if a meal plan student. **Grab-N-Go Meals** are available for students who have work or class conflicts that do not allow them to come to a meal. **Special Dietary Needs:** Students requiring special diets may contact the Food Services Director for the necessary arrangements.

Discipline

Disciplinary action at Milligan College is viewed as a means of guiding students toward developing Christian responsibility and maturity. If students violate the Milligan College code of conduct or college policies, they face the possibility of disciplinary action. See the college's full Disciplinary Guidelines in the *Student Handbook*.

Dress Code

There is *not* a dress code. But Milligan students are expected to select clothing which is suitable for the various activities of the college. Faculty has the prerogative to determine appropriate attire for their classes and dismiss from class students who are not appropriately attired.

Fieldhouse

The Steve Lacy Fieldhouse and fitness equipment are open to all students. Athletic teams and academic classes have priority for use of the courts and pool, but there are plenty of public access hours available to all students. Milligan is building a new Wellness Center with fitness equipment, which should be open by Summer 2010.

Greek Life

Milligan does not have fraternities or sororities. Our residence halls have active programming and social activities that often result in tight-knit friendships and bonding among student groups.

Health Services

The Health Clinic is located in Hardin Hall (423.461.8667). Health services include health and physical assessment, treatment of minor injuries and problems, and referral to local physicians or other appropriate health care providers. A list of

medical care alternatives available if the clinic is closed is located at www.milligan.edu/student/services.htm. If students are ill and confined to their room, their RA may bring them a meal from the cafeteria. Residence Hall Staff cannot get students excused from any classes or academic requirements, but can relay the illness and resulting absence to professors. All students are required to maintain health insurance coverage on themselves at their own expense.

Immunization Policy

All students must have a physician complete the *Health and Immunization Record* indicating he/she completed a required TB screening and the date, as well as the dates of the required 2 doses of the MMR vaccines. The other vaccines are recommended. *Housing is not assigned until this information is submitted.*

Intramurals

The Intramurals program is designed to promote physical fitness, personal skills, participation, and enjoyment in a spirit of healthy recreational competition. Activities, tournaments and events include dodge ball, flag football, basketball, beach volleyball, ultimate Frisbee, and softball. Other events are added as appropriate.

Mail & Packages

Students may register for a United States Postal Service box during Welcome Week. This becomes their official campus mailing address. Packages needing a physical address should be sent to: Student's Name, Residence Hall & Room #, c/o Milligan College Physical Plant, 130 Richardson Rd., Milligan College, TN 37682.

Safety & Security

The Milligan campus is a very safe campus. Maintaining a secure campus environment is a college priority. The college contracts with a professional guard service to provide after-hours security. These individuals conduct inspections of campus buildings and patrol the campus throughout the night. The *Student Handbook* provides full policies and procedures for campus security and student conduct guidelines. In cases involving violation of local, state, or federal laws, the Elizabethton City Police are notified for appropriate follow up. The College cooperates fully with any investigations conducted by proper authorities. In the event of a crime that poses a threat to the campus community, notice is made through the college's email system, website, and bulletins placed in high traffic areas of the campus.

In accordance with the Tennessee College and University Security Information Act of 1989, the Federal Student Right to Know and Campus Security Act of 1990, and the Federal Drug-Free Schools and Communities Act, the college provides an annual Security, Safety and Crime Report. Parents and students can also review campus crime statistics for all college and university campuses at <http://ope.ed.gov/security>.



School Colors & Mascot

The school colors are black and orange. The mascot is the buffalo, named after nearby Buffalo Mountain and Buffalo Creek.

Smoking/Tobacco

Attempting to maintain high standards of health, smoking or the use of tobacco in any form is not permitted on the campus of Milligan College.

Student Center (SUB)

The McMahan Student Center (informally known as the Student Union Building or SUB), dedicated in 1987, provides a focal point of campus fellowship and includes The Grill Snack Bar, SUB 7 room, Fireside Lounge, Bookstore, and offices for Student Government and Student Life staff. The lower level contains Information Technology, Student Success, Diversity Services, Career Development, and the Institute for Servant Leadership.

Student Conduct Guidelines

Membership in an academic community of Christians carries with it certain responsibilities. Because Milligan College seeks to provide a quality education in an appropriate Christian setting, it is assumed that a member is both committed to Christ and willing to grow and develop not only academically, but also socially and spiritually. Therefore, by virtue of their enrollment, students agree to accept the responsibilities of membership in the Milligan community. Those who for some reason refuse to accept these responsibilities forfeit their privilege of membership in the Milligan community.

1. Milligan students are expected to select clothing which is suitable for the various activities of the college. Faculty has the prerogative to determine appropriate attire for their classes and dismiss from class students who are not appropriately attired.
2. A Christian community is built upon respect for truth, for others, and for their personal property. Lying, cheating, stealing, and plagiarism are not consistent with the standards of a Christian institution and are therefore unacceptable at Milligan College.
3. Any form of sexual immorality is prohibited. This includes but is not limited to pre-marital sex, adultery, and homosexual behavior. Cohabitation (living/residing with a non-related person of the opposite sex) outside the bonds of marriage is prohibited. Marriage is defined as the legal union between a male and female.
4. Dancing is permitted but all on- and off-campus social dancing functions must be pre-approved by the Campus Activities office. All functions must be sponsored by an existing, recognized campus organization.
5. Students tempted to engage in pranks are urged to consider carefully such possible implications as property damage, disruption of individual rights and privacy, infringement of an orderly campus environment, unusual hardship to the college maintenance staff, and interruption of the normal functioning of the campus schedule.

6. Tampering with fire equipment on campus constitutes a serious threat to the safety and welfare of the community and is sufficient grounds for expulsion. Fire regulations require that passageways and fire exits remain clear at all times. During a fire or fire drill, no student shall knowingly refuse to evacuate a building. No student shall set off a false alarm.
7. Firearms such as rifles, shotguns, pistols, knives, weapons, war souvenirs, explosives, ammunition, firecrackers, air guns, etc. are not permitted in any residence unit occupied by a student, nor are they permitted on the campus. According to Federal law (TCA Code# 39-17-1309) it is a felony to possess or use firearms or dangerous weapons of any kind on Milligan College campus. Furthermore, a Tennessee gun permit does not allow possession of a weapon on campus.
8. Milligan College prohibits the use, possession and influence of alcohol or illegal drugs on campus and at any college functions on or off campus. *Traditional-aged students may not use or have in their possession any alcoholic beverages at any time (on or off-campus).*
9. Harassment, threats, or intimidation, whether verbal or physical, of any member of the college community is considered a very serious offense and will be dealt with accordingly. Hazing of students is an unacceptable activity and will result in strict disciplinary action. Hazing is defined as any action taken or situation created on or off campus which causes or is likely to cause mental or physical danger or harm. Any activity which can be termed unsanitary, dangerous, or degrading, or potentially so is unacceptable.
10. Sexual harassment and racial harassment have been held to constitute a form of discrimination prohibited by Title VII of the Civil Rights Act of 1964, as amended and Title IX of the Educational Amendments of 1972. See the *Student Handbook* for complete details.
11. Smoking or the use of tobacco in any form is not permitted on the campus of Milligan College.
12. See the *Student Handbook* for complete information on policies and expectations.

These rules apply to students while they are under the jurisdiction of the college, that is, while enrolled in a College program or residing in College-approved housing; students are expected to exercise restraint in these matters even when not under College jurisdiction.

We do not pretend that our rules are perfect. Neither do we expect everyone to agree about all our rules. We do ask an understanding of why we have rules, integrity in keeping them, a positive attitude, and the use of proper procedures in improving them. Our rules, then, are not to be viewed as legalistic degrading impositions, but an attempt to do what is biblically and morally right, to act out of love, to consider the effects of our actions on ourselves and the community, and to pursue our goals in an orderly structured fashion.

Student Government

The Student Government Association (SGA) helps to coordinate student activities, to participate in the determination of College procedures, to labor in the interest of improving academic standards, and to develop a greater spirit of progressive citizenship. SGA holds open meetings and anyone can come and voice concern. Voting membership consists of class presidents and representatives, the dorm presidents, a commuter representative, and the executive council.

Traditional/Non-Traditional-Aged Students

Students who are 24 years old and younger are considered *traditional-aged*. Policies for this student population are applicable to both residential and commuter students, regardless of their academic program enrollment. Students who are 25 years old and older are considered *non-traditional-aged*, regardless of their academic program enrollment.

Vehicles & Parking

All students, including freshmen, are allowed to have cars on campus. They must register their car (no charge) and follow the college's parking guidelines. Designated parking areas are assigned according to residence halls, and commuters have several lots available to them. Students on crutches or with health issues may apply in the Student Development Office for a temporary, limited parking pass for handicap spaces or for lots closer to classrooms, with a statement from a doctor. The use of a vehicle on campus is a privilege extended to the college community. Operators of vehicles on campus are expected to learn and follow the driving/parking policies. Milligan College will not be responsible for any personal or public liability resulting from use or possession of a vehicle on or off campus.



Residence Life

The goal of the residence staff at Milligan College is to provide the physical environment and professional services to help students have an effective educational living/learning experience which will contribute to every aspect of student life – spiritual, social, academic, and physical. Interaction and cooperation are essential to personal growth in the residence hall. To this end, students and staff work together to communicate clearly, to encourage one another, and to uphold fairly the standards of communal living.

Appliances and Electronics

The electrical service in the rooms will allow for small appliances, such as hairdryers, electric razors, computers, stereos, TVs and radios. Room air conditioners (110 volt max per room) are *not* permitted without express permission from a physician and the Dean of Students. Students are permitted to have a small dorm-size refrigerator (2 cu ft.) and small microwave oven (700 watts max.) in the room, with a limit of one each per room (2 total in Kegley/Quillen/Williams). Such appliances must be connected to a power strip with a self-contained circuit breaker. No open coil heating units, hot plates, indoor grills, toasters or ovens. Students are not permitted to affix antennas to the building or to attach leads to College antennas or existing cables. Residents may wish to consider personal insurance for their belongings. The College carries no insurance on student property and accepts no responsibility or liability for its security.

Computer Network

All college owned buildings, including residence halls, are connected on a network that provides access via computer to the campus-wide information system and Internet. Connections are plentiful enough so that every student in the residence halls may be hooked up simultaneously, and not have to share with a roommate. Additionally, 75 percent of the campus is covered by a wireless network.

Holiday/Break Housing Policy

With the exception of Fall Break and Easter Break, all residence halls and Undergraduate Honors suites will be closed during all-school holidays. Students are expected to be away from campus during the all-school holidays and should be out of their residence hall or suite at the time set by the Residence Life and Housing Office. A student finding it necessary to remain in his/her residence hall or suite after official holiday closing times must receive permission from the Residence Life and Housing office and will be charged a fee of \$25 per night. Permission must be given and the fee must be paid three days prior to the start of the break. No students will be allowed to remain in the residence halls or suites during Christmas Break.

Housing Requirement

Milligan has traditionally been a residential college and continues to support the concept that community living as part of college life complements the academic experience and contributes to holistic development of the student. *Therefore all*

traditional undergraduate students are expected to take room and board on campus. See the Student Handbook for exceptions and approval process.

Housing Options

Eighty-five percent of Milligan students live in residence halls or college-owned apartments. Milligan has six residence halls (three women, three men) and four student apartment buildings. Dorm rooms are arranged in suites, with a shared bathroom for every four students. Most freshmen are assigned to Sutton or Hart Hall (women) or Webb Hall (men). All Milligan residence halls are single-gender – there are three residence halls for men and three for women. Men and women may visit each other's residence hall rooms during specified hours for Open House.

Laundry

Laundry facilities are located on the lower levels of Hart, Sutton, Webb, and Williams Halls. All washers and dryers (\$1.00 each) use both coins and special debit cards that may be purchased from the Wash Card machines in Sutton and Webb Lobbies. Value may also be added to the cards at these machines. If a machine malfunctions, put an out-of-order sign on it and notify the Business Office (423.461.8740) of the machine location and nature of problem.

Maintenance Requests

All maintenance requests from the individual students or residence hall councils are to be directed to the Physical Plant Department through a Resident Assistant or the Resident Director.

Married Student Housing

A limited number of college-owned apartments are available for married students. Additional information and application forms may be obtained from the Student Development Office, 423.461.8760.

Open Hall Hours

Open hall hours are outlined in the *Student Handbook* Planner. Students may open their rooms and guests of the opposite sex may come to visit. This tradition provides excellent fellowship and encourages students to take greater pride in their living areas. The door to the room must remain completely open with a light source on at all times visitors are present.

Overnight Guest Policy

Overnight guests are welcome, but they should pay a \$5 fee per night if they stay longer than two nights. The student host will be responsible for the collection of the fee which should be given to the Resident Director. Residents are responsible for informing the guest of housing policies, and the resident assumes all responsibilities for the guest. Members of the opposite sex are not permitted to stay overnight in the room, even if they are family members.

Pets

Pets are strictly forbidden. Residents may have one 25 gallon (max.) aquarium for fish only. Any other animals or pets in the residence halls should be reported immediately to an RA or RD. Violations are subject to disciplinary sanctions.

Quiet Hours

Respect should be paid to all other residence hall students. Reasonable quiet levels should be maintained in the residence hall at all times and a study time will be from 9:00 p.m. to 9:00 a.m.

Room Assignments

New student room requests arrive throughout the school year and are handled on a first come, first serve basis (students must be admitted, pay their deposit, submit their housing request form and their immunization form before housing assignments are made). Upperclassmen have the choice of rooms for the next year, so no assignments are made for new students before the end of the preceding semester. If your request comes in early enough, you will be notified as to which residence hall you have been assigned by the first week in July. If you have requested to room with a certain student, every effort will be made to honor that request, and that request will take priority over residence hall choice.

Room Changes

Room changes can only be made during the first week of each semester, at the discretion of the RD. Room changes for spring semester must be requested prior to fall finals week and all room changes must be completed the last day students are required to leave for Christmas Break. Guidelines for room change may be obtained from the RA. Approval must be received before any change can be made.

Room Personalization

Residence hall rooms may not be painted. Tacks, drilling, staples, and nails are not permitted in walls, wood trim, furniture, or doors. Contact paper, tape, wallpaper, stenciling or paneling is not permitted. The use of white plasti-tak and removable adhesive is permitted.

Room Sign-Ups

In the spring, returning students may reserve a room for the upcoming academic year during specified Room Sign-Up Days. All returning students must sign up for a room at that time unless they have received prior permission for off-campus housing from the Dean of Students. All residents must sign up with a roommate. No singles are permitted at the time of room sign-ups. Room sign-ups are done through a lottery process based on seniority. Students who reserve a room and then decide to cancel their reservation must notify the Residence Life and Housing Office.

Safety

Safety is a priority on the Milligan campus. The Residence Halls are locked from 12 a.m. to 6 a.m. Sunday through Thursday and 1 a.m. to 6 a.m. Friday and Saturday. Your room key will open the doors of your residence hall. Students should carry their

key with them whenever they leave their room and keep their rooms locked at all times. Keys will be returned at the end of each semester at check-out.

Single Rooms

Due to space limitations, single rooms are granted on an availability basis and are usually not available for the fall semester. As single rooms become available, priority is given to those who have seniority by classification number of credits earned and who placed their name on the Single Room Waiting List during room sign-ups held in the spring. Ranking within class will be done by G.P.A. No single rooms will be guaranteed. *All single rooms will be charged the single-room rate regardless of circumstance.*

Staff

The Residence hall staff works hard to maintain and promote all areas of student development within the residence halls. Each residence hall has a resident director (RD) and resident assistants (RA) on staff to help residents with academic, housing, and personal problems, and to handle all emergency situations relating to life in the residence hall. The Director of Residence Life and Housing oversees all aspects of the residence life program and works with other College staff on special programs and projects such as student leadership development and other areas of service to students.

Storage

Sutton and Hart Halls are the only residence halls with storage space available. Residents may utilize the limited residence hall storage rooms during the academic year and summer on a space-available basis in designated areas only. Students placing items in storage at the college do so at their own risk. Carpets, lofts and furniture may not be stored on campus.

Telephone Services

Basic telephone service is included with student resident housing but students must supply their own telephone. Basic service includes intercampus calling, local calls to surrounding towns, voicemail and the ability to receive calls from off campus. Students will need to provide their own calling cards to make long-distance calls. For information and assistance with phones, visit www.milligan.edu/it/Telephones.htm

Visitation Policy

Men and women may visit each other's residence hall rooms only during specified hours for Open House. Any visitors of the opposite sex at any other time is deemed as a Visitation Violation and is subject to disciplinary action. All incidents of sexual misconduct are automatically referred to the Director of Residence Life and Housing.

Spiritual Life

Campus Minister

Milligan College has a full time campus minister to help meet the needs for the faith development of the campus community. The campus minister is responsible for directing the spiritual formation program, working with the various extensions of the Campus Ministry Team and providing personal pastoral care to the campus community.

Campus Ministry

To support the college's mission campus ministry provides programs for Christian spirituality, mission, worship, fellowship and instruction. Through discipleship and formation, campus ministry seeks to nurture the vision of God's Kingdom, to develop intentional faith in living by the Holy Spirit, and to equip God's people with the means to fulfill their vocation as members of Christ's Church. Opportunities include the Spiritual Formation Program, Small Groups, Vespers, and Service.

Chapel

Milligan College has, from its beginning, held the chapel program as an integral part of campus life. The primary purpose of chapel is to provide the campus community an opportunity for corporate worship. The chapel service is respectful and inclusive of the entire College community and employs the variety of talent, worship styles, creativity, and sentiments of the college community in worshiping together. All Milligan College chapel services qualify for the spiritual formation program and occur on Thursday mornings in Seeger Chapel at 11:00 until 11:50 AM. Generally these services are exclusively worship venues. Occasionally, lectures, dialogues or other forums may occur during the designated chapel time.

Christian College

Milligan is a Christian liberal arts college. It is a distinguishing characteristic of Milligan College that each course is taught with an awareness of how it fits into a biblical worldview. Such teaching is assured by the selection of a faculty who are strong and active in their Christian faith. Practicing our faith and serving God's kingdom is pervasive in all of campus life. Milligan is a member of the Council for Christian Colleges & Universities (CCCU).

Church Affiliation

Throughout its history, Milligan College has maintained an active relationship with the independent Christian Churches/Churches of Christ, who are committed to the restoration of New Testament Christianity and the unity of all believers. Given this commitment to Christian unity, students from various Christian traditions find Milligan a welcoming community. Over 20 Christian denominations/church groups are currently represented in Milligan's student body. The Christian people participating in Restoration Movement consistently disclaim denominational status, and the faculty and trustees of the college maintain an intelligent awareness of a commitment to this position. The members of Milligan College feel that such a

nondenominational position permits them to examine all aspects of life, secular and religious, in the light of the New Testament, unrestricted by human tradition. Accordingly, no denominational or creedal tests are imposed upon any student in admission to membership in Milligan College or in the attainment of any of its honors, awards, or degrees.

Convocation

Programs not following a worship format but characterized by the integration of faith and learning are designated as convocation programs. These events will include cultural and artistic presentations, forums addressing faith and contemporary issues and special lecture presentations. Programs seek to address student needs and concerns in all areas of life: spiritual, intellectual, emotional, personal, social, cultural, and physical. Milligan College convocation programs traditionally occur on Tuesday mornings at 11:00 until 11:50 AM but can occasionally occur at other times and locations.

Institute for Servant Leadership (ISL)

Our Institute for Servant Leadership serves to encourage and champion the college's mission of servant leadership throughout the college's activities – both in and out of the classroom. Everything we do at Milligan is designed to encourage students to reflect on how their faith is related to their career choices and what it means to be "called" to lives of service. Whether it's teaching, inventing, or writing, God has a vision for each student's life. And Milligan College is committed to helping students explore and develop their gifts and talents in order to fulfill that vision. We call it the Servant-Leader Experience.

Local Churches

Milligan does not hold a church service on Sunday mornings. Instead, the college encourages student involvement in local congregations. Interaction with Christians outside the Milligan College community is a valuable experience as students develop their faith while sharing and serving local congregations. Students can contact the Church Relations Office for further assistance in locating a local congregation.

Service

We believe that leadership is about service. Milligan therefore encourages students to reach out to influence lives and the world around them. Students are encouraged to become servant leaders through mission and service projects, and many classes incorporate service learning into the classroom. On short-term mission trips, in worshiping and participating in local churches, and in serving the community, Milligan students become more aware of their culture and the world in which they will minister. The LINC Volunteer Center links the needs and interests of Milligan College students to the needs of the community. They bring an awareness of volunteer events to the student body and promote campus unity.

Small Groups

Students are encouraged to participate in various kinds of small groups, some types may include: Bible studies, accountability partners, prayer groups, men's/women's

studies, couples groups, discipleship groups, as well as small groups offered by local churches. The Campus Ministry Team is responsible for initiating many small groups on campus. A student seeking more information concerning placement or types of groups available should speak to a member of this team or the Campus Minister.

Spiritual Formation Program

While at Milligan, all full-time students are required to participate in Spiritual Formation Programming (SFP) that helps nurture the Christian spirit, character, and worldview. This is a co-curricular program and opportunities include chapel and convocation services, lectures, campus ministry programs, cross cultural mission trips, church leadership conferences, and FCA events. *In order to graduate*, all traditional undergraduate students must participate in 150 spiritual formation programs (average fewer than 19 programs per semester), in addition to the academic requirements of the college. Students transferring or readmitted are prorated correspondingly to academic credits being transferred and number of college semesters completed. Only activities listed on the college's spiritual formation program calendar will qualify for credit.

The spiritual formation program at Milligan College maintains a high emphasis on drawing us into a deeper Christian community. It also allows participants to tailor to some degree their spiritual formation program to their respective interests and schedules. Spiritual formation programs are primarily worship-related venues that bind the campus together as a Christian learning community. Allowing participants a choice of a variety of different worship and spiritual formation venues helps create a richer faith-filled campus environment and gives students the personal responsibility and choice to engage in the formation activities uniquely addressing their needs and stage of faith development. For information about the Spiritual Formation Program, visit www.milligan.edu/spiritual/worship.htm.

Vespers

Sunday evening at 9:00 p.m. are set aside for Vespers under the direction the Campus Ministry Team. This is an informal time for worship in which all students are invited to participate. The program is varied, incorporating singing, sharing, speaking, special programs of fellowship. Vespers is an important part of the spiritual activities at Milligan College. This weekly event is held in lower Seeger.

Youth in Ministry

Youth in Ministry is an organization which helps youth from all over the world discover God's call for their life. We are always looking for new and exciting ways where we can reach this generation of young people. And we seek out help from a number of the best churches and ministers across the United State to make this happen. Our hope is that we will be able assist in proclaiming the Kingdom of God to a generation which needs it now more than ever. Visit www.youthinministry.org.

Career Development

Career development and planning, a key function at most colleges and universities, gets a special twist at Milligan, where it's about vocational and career exploration. The emphasis is not just on making a living, but making a life. A comprehensive approach that spans the entire student experience, the Center for Calling and Career Exploration is a place where students can seek answers to questions of vocation and find opportunities to work and serve. Career services are available to all undergraduate and graduate students, free of charge.

Bufs2Work

Bufs2Work is Milligan College's on-line job bank and web-based recruiting system. Students and alums can register by visiting www.milligan.edu/career/student.htm. Once registered, they can search for full-time employment, internships and part-time jobs offered by a variety of employers in the Tri-Cities region, nationwide and internationally. They can upload their resume for employers to view, see the schedule of recruiters interviewing on campus, and learn about upcoming career events.

Career Assessment & Counseling

Individualized career counseling is available to students to explore career decisions, choose an appropriate major, discuss ways of improving one's career status, and plan to meet career goals.

Career Information

A number of career development resources are available in the reference section of the library and others are available for general checkout. A listing of these resources is available at the reference desk. Also, resources are available in the CCCE. In addition, workshops dealing with interview skills, job search, and resume preparation are offered throughout the school year. A representative from the CCCE is available to discuss career concerns with individual classes at the professor's request. Career development representatives will review student resumes upon request.

What Should I Major In?

Students can view information that helps them connect majors to careers at <http://www.milligan.edu/career/majors/default.html>. For each major, they can view an outline of common career areas, typical employers, and strategies designed to maximize career opportunities.

Alumni

Milligan produces graduates who experience spiritually and intellectually rewarding journeys as they work to change lives and shape culture through their chosen roles and professions. Some of their stories include:

- Founders of organizations such as Christians' Haven and Remember the Children that meet the physical, emotional, and spiritual needs of children in developing nations.
- Leaders in organizations that provide housing and care for the elderly, including Health Center of Merritt Island and NCR.
- Consultants whose expertise is sought in times of national and international crisis at organizations such as the FBI.
- Professional staff members at places like Steppenwolf Theatre, Lyric Opera of Chicago, and Barter Theatre.
- Actors on Broadway, musicians in professional bands and orchestras, and accomplished writers, directors, and technicians
- Ministers and staff members at large mega-churches, small country churches, and everything in-between, serving as youth ministers, children's ministers, preaching ministers, administrative ministers, worship ministers, counseling ministers and more.
- Alumni whose hearts for missions takes them to inner-city neighborhoods, to the slums of India, to schools in China, to the Massai in Kenya and to the heart of Mexico. As missionaries, they serve as ministerial staff, as teachers, as physicians, as counselors and as program directors.
- Business and communication professionals, including: Data Management Strategist, Coca Cola; Director of Delivery, Summit Entertainment; Market Producer, WSB-TV in Atlanta; Syndicated cartoonist; CNN; NASA; Brunswick Corp; PricewaterhouseCoopers; Marathon Oil
- Professors at such institutions as Princeton and Notre Dame
- NBA coach
- Bankers, doctors, lawyers, bringing Christian ethics to the workplace
- Numerous teachers, coaches, principals/administrators, including last year's North Carolina Charter Teacher of the Year
- Each year, many Milligan graduates advance to prestigious and quality graduate schools: www.milligan.edu/academics/gradschool.htm

Your student joins a wonderful community and family of Milligan alumni. Our Alumni Relations Office helps alumni stay connected—with each other, with the college and with students. We do this through our website and email, through the Milligan Magazine, through our Call Center and through various other publications and events. You will find links to various resources at www.milligan.edu/alumni.

Student Financial Services

Student Financial Services (SFS) assists students with all aspects of financing their education. SFS is located in McCown Business Office. This service area offers students a convenient, year-round spot to take care of everyday college business. SFS can be reached at 800-447-4880, 423-461-8949, sfs@milligan.edu, or www.milligan.edu/SFS. *In order to attend classes, students must make financial arrangements for payment of their bill prior to registration.*

Scholarships

Milligan offers a variety of scholarships to students. Many of these scholarships and grants have been made possible through contributions from alumni, parents, faculty, staff, businesses, foundations, and friends of the college. Visit www.milligan.edu/SFS for details.

Scholarship Renewal

All Milligan scholarships can be renewed for up to three years of full-time enrollment after the year the initial award is made. In other words, the scholarship is for four years if you're a traditional undergraduate student. See the Milligan *College Catalog* for minimum requirements for retaining Milligan scholarships.

Work-Study

Milligan's Work-Study Program provides part-time jobs on-campus for students. Students are paid the current federal minimum wage. The Personnel Director manages the Work-Study Program and admitted students with work-study eligibility will receive information about job placement.

FAFSA

The (Free Application for Federal Student Aid), or FAFSA, is the first step in the financial aid process. Milligan College has a priority deadline of Feb. 1. Apply at www.fafsa.ed.gov. Please remember to use the Milligan College school code of 003511 to ensure that the electronic result of your FAFSA will be electronically transmitted to Milligan College.

Student Account Information

Students can view information about their academic record and student account in the college's student records database using the ID and password assigned to them for college network access. Among the information available to the students are semester class schedules, the college *Catalog*, mid-term and final grades, unofficial transcripts, and charges and credits to the student's account.

Hospitality Guide

Location

Milligan has a great location. Our beautiful 181-acre campus is within minutes of Elizabethton, Johnson City, and the Tri-Cities region of Northeast Tennessee. The campus is three miles from I-26 and 30 minutes from I-81 and Tri-Cities Regional Airport.

The Johnson City / Kingsport / Bristol, TN/VA Metropolitan Statistical Area – also known as the Tri-Cities – has a population of around 500,000. This region is ranked the 73rd largest MSA in the nation, out of 354 metropolitan areas, and 32 percent of the population is under age 24. The National Civic League named the Tri-Cities the first All-America Region.

Physical Address / GPS

1 Blowers Blvd, Milligan College, TN 37682. Some navigation companies have the college mislabeled on their maps, so be sure to visit our website for specific directions to campus.

Places to Stay

Visit www.milligan.edu/visit for information on hotels and special Milligan rates.

Things To Do

Students enjoy theaters, parks, historical locations, restaurants, and shopping malls. They can explore the breathtaking mountains by hiking or camping in state parks and national forests near the campus; visit local lakes and rivers for outdoor recreation; or ski one of the five nearby ski slopes. Milligan is only an hour drive to historic Asheville, NC, and two hours from Knoxville and the Gatlinburg/Sevierville/Pigeon Forge area. When you come to Milligan, come prepared to explore, experience, and discover our region. For an activity guide and directions to many of the area attractions, visit www.milligan.edu/visit/region.htm.



MILLIGAN COLLEGE ACADEMIC CALENDAR

FALL SEMESTER 2009

Residence Halls Open to New Students	August 15
Conference for Families of New Students	August 15
Matriculation of New Students	Evening of August 15
New Student Orientation	August 15 - 18
Residence Halls Open to Returning Students	August 16
**Advising, Mentoring, and Registration	August 17 - 18
Academic Profile (Rising Juniors)	8:30a.m. - 12:30 p.m. August 17
Classes Begin	August 19
Fall Break	October 1 – 2
Senior Exams	3 p.m. – 5 p.m. November 13
Thanksgiving Holidays (classes resume 4 p.m. Nov. 28)	November 25 - 27
Last Day of Classes	December 4
Final Examinations	December 7 - 10
Commencement Rehearsal	3 p.m. December 11
Commencement	7 p.m. December 11

SPRING SEMESTER 2010

JANUARY TERM

Classes begin; classes end	January 4 - 9
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SPRING TERM

Residence Halls Open to New Students and Returning Students	January 10
New Student Orientation	January 11
**Advising, Mentoring, and Registration	January 11 - 12
Classes Begin	January 13
Martin Luther King, Jr., Day	January 18
Spring Break	March 8 - 12
Easter Break	April 2 - 5
Senior Exam	3:00 p.m.-5 p.m., March 25
Awards Convocation	April 22
Last Day of Classes	April 30
Final Examinations	May 3 - 6
Senior Day	May 7
Commencement Rehearsal	3 p.m., May 7
Commencement	2 p.m., May 8

MAY TERM

Classes begin; classes end	May 10 - 28
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SUMMER SESSION 2010

Registration	May 24
First Term Classes	June 1 - 25
Second Term Classes	June 28 - July 23

**All students must come to registration.

DIRECTORY: WHERE TO GET HELP

Question	Who	Where	423-461-xxxx
Academic Dean	Dr. Mark Matson	Derthick 107	8720
Admissions	Tracy Brinn	Little Hartland	8730
Athletics	Ray Smith	Fieldhouse	8990
Automobiles & Parking	Ann Easter	Student Center	8760
Bookstore	Jack Presnell	Student Center	8733
Campus Activities	Tony Jones	Student Center	8335
Campus Minister	Nathan Flora	Student Center	8748
Career Development	Beth Anderson	Student Center	8316
Church Relations	Phyllis Fox	Hyder House	8708
Counseling	Vicki Carroll	Hardin 101	8667
Dean of Students	Mark Fox	Student Center	8760
Disability Services	Traci Smith	Student Center	8981
Diversity Services	Nathaniel Moultrie	Student Center	8492
Faculty Office Building	Tammy Whitehead	F.O.B.	8749
Financial Aid & Bills	Student Financial Services	McCown Cottage	8949
Food Service	Mark Henry	Cafeteria	8742
IT Helpdesk	IT	Student Center	8704
Intramurals	Ron Worrell	Fieldhouse	8028
Library	Gary Daught	Library	8703
Maintenance	Ken Broyles	Physical Plant	8734
Nurse	Vicki Carroll	Hardin 101	8667
Public Relations	Chandrea Shell	Hyder House	8756
Registrar	Sue Skidmore	Derthick 103	8788
Residence Life	Shauna Nefos	Student Center	8735
Student Government	Pres. Katy Fox	Student Center	8752
Testing	Registrar's Office	Derthick 103	8415
Tutoring	Traci Smith	Student Center	8981
Workstudy	Linda Lawson	McCown Cottage	8712