

CHRIST CENTRAL

I N S T I T U T E

Bible College | Missions Training | Internships | Test Prep

Student Handbook

2008-2009

A Letter from the President



Dear Students,

I am pleased to welcome you to the Fall 2008 Session of Christ Central Institute. You are about to enter the world of "The Call to Care" under the tutelage of faculty, staff and volunteers who truly believe it is our calling to serve the needy of the world, just as Jesus commanded.

We aspire to serve our Lord by living up to Christ Central Institute's motto: "Enriching Communities through Christian Education."

The Bible College exists to offer full scholarships to all eligible students for Christian Higher Education. This is one of the noblest missions that any Christian institution can embark on and we fully subscribe to the words of the Apostle Paul himself. He wrote: "I present the gospel of Christ without charge." (1 Cor. 9:18). This was a very

radical idea because Paul also firmly believed that teachers should be paid by their students, for the teaching that they received. But, he also realized that revered and respected teachers of his day were not accessible to the average citizen, primarily, because of the cost. He wanted to make a statement to the world that the gospel is too valuable for a price. He also wanted to make a statement to God that he was willing to sacrifice his own right to be paid, because he believed so much in the Christian faith.

It is my firm belief that even in today's troubled world that educated, dedicated individuals motivated by true Christian love and care can change the world for themselves and for those in need. I would ask all of you to fully join in Christ Central Institute's commitment to working hard, praying often and giving freely of your time and energy to making someone else's burden a little lighter, each day of your lives.

My door is always open and I welcome your ideas on how we may work together to better serve our Lord and help for our fellow man. Please feel free to ask to speak with me anytime you feel the need.

I wish you "Good Luck!" and "God's Speed!" in your studies, in your search for God's plan for your life and in your pursuit of Christian Higher Education.

A handwritten signature in blue ink that reads "Ken Clark". The signature is written in a cursive, flowing style.

Ken Clark, President

Student Handbook

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Foreword

The student handbook contains information pertaining to Christ Central Institute's policies and procedures. Efforts have been made to ensure the accuracy of the information contained herein; however, accuracy is not guaranteed. The information presented in this book is subject to change periodically, and Christ Central Institute reserves the right to depart without notice from any policy or procedure referred to in this handbook. This handbook is intended to be a sort of contract between the Institute and its students. Any situation not dealt with in this handbook is subject to the judgment of CCI's executive staff.

Statement of Non-Discrimination

It is the policy of Christ Central Institute to maintain and promote educational opportunities without regard to race, color, sex, age, economic status, national or ethnic origin, veteran status, political affiliation, or disability. The Institute will make reasonable accommodations for your known physical limitations unless undue hardship for the Institute would result. If you require an accommodation in order to live on campus or to perform in the classroom, you should make your request to the VP for Student Affairs, specifying what accommodation you need. The Institute will then conduct an investigation to identify the barriers that make it difficult for you and identify possible accommodations, if any, that will help eliminate the limitation. If the accommodation is reasonable and will not impose an undue hardship, Christ Central Institute will make the accommodation.

Confidentiality of Student Records

Students at Christ Central Institute have the right to review, inspect, and challenge the accuracy of the information kept on file by the Institute unless the student waives this right.

Records will normally be released to the following:

- To other school officials, including faculty, within the Institute who have legitimate educational interests;
- To officials of other schools in which the student intends to enroll, upon condition that the student be notified of the transfer, receive a copy of the record desired, and have an opportunity for a hearing to challenge the content of the record;
- To authorized representatives of the United States Government, the Secretary of Health, Education, and Welfare, the administrative head of an education agency, or state educational authorities;
- To parents of an eligible student who claim the student as a dependent for income tax purposes. Upon receipt of the parents' most recent federal income tax return listing the student as a dependent, the student's records will be given. The student will be notified that this access has been given.
- Where the information is classified as "directory information," the following categories of information have been designated by the Institute as directory information: student's name, local and permanent mailing address, telephone numbers, email address, semesters of attendance, enrollment status (full-time or part-time), date of admission, date of expected or actual graduation/certification, school, major and minor fields of study, whether or not currently enrolled, classification (freshmen, etc.), type of degree being pursued, degrees, honors, and awards received.
- Records needing to be released in emergency situations should be requested through the VP for Student Affairs. If you do not wish such information to be released without your consent, please notify the VP for Student Affairs prior to the first day of classes.

CCI Profile

Mission Statement

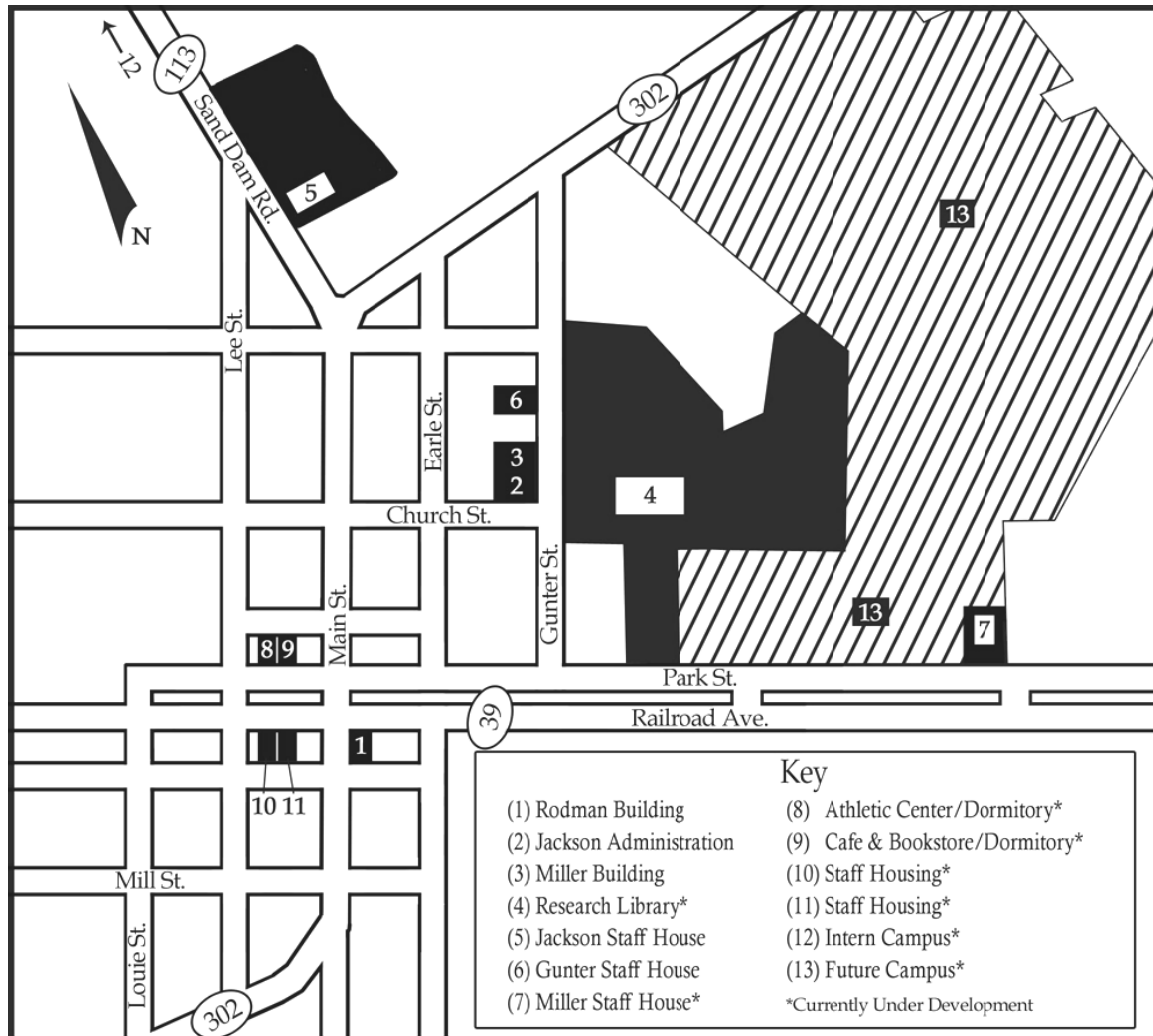
CCI exists for these purposes:

- To provide all students with full scholarships for core Christian curricula and classes; to provide means for scholarships for non-core Christian curricula and classes.
- To teach, research, and promote Christian unity among and between Roman Catholic, Eastern Orthodox, and Protestant Christian churches.
- To teach, research, and promote Christian charity: first, among and between Roman Catholic, Eastern Orthodox, and Protestant Christian churches and second, between Christianity and the world's communities.
- To research the work of Christ Central Missions; to train leadership for Christ Central Missions; to provide internships for Christ Central Missions.
- To provide curricula for various professions and achievements with the foundation of Christian unity and charity.

Vision

- To establish at least 3 campuses in large cities, metropolitan areas, and rural communities.
- To establish curriculum, facilities, and faculty which practically educate people, especially Christians, from GED to graduate studies in diverse areas of study.
- To become a world leader in promoting care ministry and Christian unity research and teaching.
- To establish necessary investments that secure full scholarships for all students.

Campus Map



Description of Facilities

1. Rodman Building

The Rodman facility was dedicated in 2002 in honor of Stu Rodman, chairman of the board of Christ Central Ministries, Inc. The upstairs of the facility provides dormitory housing for male resident students. The downstairs provides two classrooms, offices, and meeting areas.

2. Jackson Administration Building

The Jackson Administration facility was dedicated in 2005 in honor of the Jackson family. One member of that family, Richard Jackson, serves on the Christ Central

Ministries board of directors. The facility serves as the general headquarters for Christ Central Ministries and as the administration building for Christ Central Institute.

3. Miller Building

The Miller facility was dedicated in 2007 in honor of Virginia Miller. Virginia's son, Michael Miller, serves on the Christ Central Institute board of directors. The upstairs of the facility provides hospitality services for Christ Central. The downstairs provides a classroom, library, and complete kitchen for CCI.

4. CCI's Research Library

The CCI Research Library is currently under construction. Its scheduled opening date is December, 2009. The 24,000 sq. ft. facility will include a full research library beginning with over 100,000 hardbound and electronic volumes, a museum of Christian artifacts and rare literature, an auditorium, classrooms, computer lab, conference rooms, cafe, and the CCI bookstore.

5. Mary Jackson Staff House

The Mary Jackson facility was dedicated in 2007 in honor of Mary Jackson. Mary's son, Richard Jackson, serves on the Christ Central Ministries board of directors. This facility provides family housing for Christ Central staff.

6. Gunter Staff House

The Gunter Staff facility was acquired in 2006. It provides family housing for Christ Central staff.

7. Miller Staff House

The Miller Staff facility was acquired in 2008. It is currently under renovations. Its future use will be to provide family housing for CCI staff. The house will be completed in 2009.

8. Park St. Athletic Center & Dormitory

The Park St. Athletic Center & Dormitory was acquired in 2008. It is currently under renovations. Its future use will be to provide an athletic center in the downstairs and a student dormitory in the upstairs. This facility will be completed in 2009.

9. Park St. Cafe & Dormitory

The Park St. Cafe & Dormitory was acquired in 2008. It is currently under renovations. Its future use will be to provide a bookstore & cafe in the downstairs and a student dormitory in the upstairs. This facility will be completed in 2009.

10. Railroad Ave. Staff Apartment (1)

11. Railroad Ave. Staff Apartment (2)

The Railroad Ave. Staff Apartments were acquired in 2008. They are currently under renovations. Their future use will be to provide housing for CCI staff members.

12. CCI Intern Campus

The CCI Intern Campus was acquired in 2008. Its facility is currently under renovations. The facility sits within a very large 600 acre tract of land which includes a large pond and recreational area. This facility and campus will be used to accommodate short-term intern groups from around America.

13. CCI's Future Campus

CCI plans to acquire additional land touching highways 302 and 39. This would expand CCI's campus to over 70 acres.

Communications

Main Phone Numbers 803.564.5902; 803.753.1973

Fax Number 866.400.0250

Campus Extensions [see insert]

Email Website www.christcentralonline.com

External Website www.ccins.org

Email Contact ldodson@ccins.org

Registration

Registration Deadline

All students should be registered for their classes by the date specified on the CCI calendar. Students can get an application from www.ccins.org or by contacting the CCI Registrar [x 7204]. Any questions regarding registration should be directed towards the Registrar.

Late Registration

Any student registering after the registration deadline is subject to a \$10 late fee. The student should also be aware that the resources needed for the class from CCI may be delayed due to their late registration.

Audit

Students who wish to audit a course should register in the usual manner and indicate their audit status. Not all students requesting audit status will be approved by the Registrar. Audited courses do not count as a part of the student's course load and will be noted on the student's transcript.

Change of Registration (Adding or Dropping Classes)

Students who wish to add or drop a course must do so within 15 days after the first day of classes. No class can be added after this period. If a student drops a class prior to the end of the registration/add period, the student's name is removed from the class roll and no grade is awarded.

Withdrawal from Classes

Students who wish to withdraw from a class after the first 15 days of classes will receive a grade of "W" marking their withdrawal. Withdrawal from a course without academic penalty must be made within the first ten weeks of a semester in order for the student to receive a grade of "W." Withdrawals after the first ten weeks of a semester will result in a failing grade on the student's transcript. Withdrawals are not permitted under any circumstances following the last scheduled class day of each semester. All requests for withdrawal must be submitted in writing to the Registrar.

Change of Program

A student desiring to change programs after acceptance or enrollment in a specific program of the Institute is encouraged to contact the Registrar. Consideration is given to the student's interests, readiness for specific courses within the proposed new program, applicability of previous course work to the new program, and space availability within the new program.

Academic Life

Academic Advising

Upon admission to Christ Central Institute, each student must consult the Registrar of CCI for academic advising. This staff member is available throughout the student's life at CCI. Students are encouraged to communicate with this officer throughout their educational careers for advice and assistance in any academic issues. The Registrar will be the student's coordinate meetings and resources for the student to have the best academic experience at CCI.

Class Attendance

Students are excused one hour of absence without penalty for each credit hour of class. These absences are for times of illness and attending to personal business. Each instructor will deal with unexcused absences at his/her discretion. In any event, absence does not excuse students from scheduled exams or assignments due. Class work, tests, or quizzes missed are the responsibility of the student. Each individual faculty member determines penalties for late assignments and/or make-up exams.

Orientation

New students participate in an orientation prior to the start of each semester. Orientation is an introduction to life at Christ Central Institute. Orientation will support the educational and social development of students as they begin integrating into Christ Central Institute.

Tutoring

Students who need extra assistance because of academic difficulties may arrange for tutoring with the VP for Student Affairs. Christ Central Institute believes in giving every student the opportunity for individualized assistance outside of the normal class setting. Tutoring sessions help students clarify points from lectures, labs, discussion sessions, or assigned readings. All tutoring sessions are intended to supplement, not replace, any class attendance or personal study time.

Community Life

Conduct

As a Christian community, Christ Central Institute determines to maintain high standards of integrity in all areas of life. Students, faculty, and staff are expected to live exemplary Christian lives, practicing respect and concern for all people, honesty, appropriate behavior, and wise judgment as outlined in the Scriptures.

Believing that all persons are created in God's image and that the body of a believer in Christ is the temple of the Holy Spirit, the Institute interprets the Bible to forbid explicit immodesty, fornication, adultery, acts of homosexuality, use of pornography, drunkenness and use or possession of illegal drugs on its campus. Students are to conform to these standards, thereby giving evidence of a Christian life so as to commend the gospel, strengthen the Church, and honor the Lord.

Dorm Room Responsibilities

Each student is responsible to keep his or her dorm room and bathroom clean and in order. On a daily basis, the bed should be made, clothes hung, books and papers stacked neatly, and clutter removed from the floor. Mandatory room-checks will take place each Wednesday after 12:00 pm by the VP for Student Affairs and assistants. If the room does not meet the standards of CCI, one warning will be issued to the student. If the room fails its check again, the student will be fined \$30 for each time it does not meet the CCI standards. CCI reserves the right to enter and inspect all rooms at any time.

Dorm Phone Privileges and Responsibilities

Students have access to local and long distance telephone service. However, all personal calls must be placed between 5:00 pm and 9:30 pm. Calls during business hours must be kept to a minimum since students share the same phone lines that the CCI faculty and staff use.

Family and friends should be requested not to call after 9:30, as that may be a disturbance to others trying to sleep or study.

Length of calls should be limited to 15 minutes, unless permission is granted by staff for special needs. Students shall not "hog" the phones, but remember that other students

and staff may wish to use the phone. Students shall keep in mind that incoming calls cannot be received while the phone is in use.

If students abuse phone privileges, they may lose them. Abuse to the CCI phone system will be determined by the VP for Student Affairs.

Kitchen Responsibilities

The kitchens of CCI are available for students to use. All dishes or other kitchen items used by the student must be cleaned. The dishwashers should be used in the following manner:

- load until full;
- if your dishes do not fill it, then leave it for the next user to fill;
- whenever the dishwasher is full, the washer should be activated and left until completely finished;
- If the dishwasher is full of clean dishes, the student who found it that way must put away all dishes therein.

Leftover food items can be left in the refrigerator. The food items must be covered and labeled with the supplied labeling tools on the refrigerators. The label must include the student's name and the date when the food was put in the refrigerator.

Leftover food items may be removed and trashed at the discretion of staff members. No student may discard or use another student's food items.

In the Miller Building, students may use the refrigerator in the pantry only. Staff will use the refrigerator in the kitchen, and students shall not disturb food therein. Students and staff shall be responsible for removing their own old food.

Help keep a list of needed items so we can keep adequate supplies in the dorms. A shopping list will be placed on the refrigerators for this purpose.

Laundry Responsibilities

The laundry machines and facilities are available for students to use. Students must be aware that classes will be taking place in the downstairs of the Miller building. The laundry machines should be used in the following manner:

- all laundry loads must be full loads (combine with another student or wait until you have a full load to wash);
- use the “small setting” for small loads;
- time of use in the Miller Building is only after 6:00 pm, Monday – Saturday, and students must avoid using the laundry facilities when a class is in session at the Miller Building in the evenings;
- students should supply their own laundry detergents and store them in their dorm rooms;
- Students shall use the cold water settings whenever possible.

Personal Property

All personal items should be kept in the student’s room. Christ Central Institute is not responsible for the loss or damage of any resident’s property. It is recommended that the student obtain adequate insurance and security for protection against such loss. No personal property should be left in the dorms during summer months.

Pets

Fish or small turtles in an aquarium are the only pets allowed in the dorms. If you choose to have these pets, remember that they must be taken with you at the end of each semester.

Curfew

Not everyone in the dormitories will have the same schedule. Students are not expected to go to bed at the same time as other students. However, students are expected to be in the dorms at 10:00 p.m. This curfew applies to every night of the week, including weekends. If the student plans to be later or plans to be off-campus for the weekend, the student must send an email to VP of Student Affairs. All activities from 11:00 p.m. – 6:00 a.m. that may be disturbing to others should be avoided. Please be considerate of the sleep and study needs of others. If difficulties arise, please consult the VP for Student Affairs. At the discretion of VP of Student Affairs discipline may be applied for poor reason for time absence.

Late and Overnight Passes

These passes are located in the Miller Building. All information must be completed on the pass, and then it must be placed in the completed pass box. These passes are only valid for three reasons:

- students leaving during a weekend;
- students leaving during a school break;
- Students needing to remain outside the dormitory during a weekday for a legitimate reason, no later than midnight.

Fines: If a student does not complete a curfew pass for any reason or abide by the curfew guidelines, a fine of \$30 will be assigned to the student's debt. There will be no warnings beyond this.

Internet Service

Students have access to the internet through provided computers in each building. All internet usage should end at 10:00 pm except for special circumstances cleared by the VP for Student Affairs. No downloads should be saved or loaded onto CCI computers. Any upgrade requests should be sent to the Director of Information Technology. All CCI facilities provide wireless connectivity to the internet. For help with setup, please consult the Director of Information Technology.

Visitors

Families are encouraged to visit the student. However, men visitors are not permitted in the women's dorms and women visitors are not permitted in the men's dorms. Same-gender visitors are welcome to stay in a student's room periodically as long as they agree to abide by all campus rules. The host student should consult the VP for Student Affairs before arranging for non-resident guests to stay in the dorm. Information on the visitor will be required.

Spiritual Life

Christ Central Institute believes it has been given a privilege and responsibility by God to help students understand and live a life of discipleship. At the center of who we are and how we live is our spiritual life. Living in a Christ-centered academic community carries with it many responsibilities. Students are assumed to have a genuine love of God and a desire to serve Him, which will be reflected in their attitudes, relationships, and conduct.

Spiritual Life Responsibilities and Opportunities

- All resident students are required to attend a weekly Chapel service. Attendance will be taken by the Chapel Director. *If the student misses more than one service, a \$30 fine will be administered for each absence.*
- All resident students are required to explore the Christian community of Wagener and surrounding areas for four weeks from the beginning of the semester. After this period, the student must select a church to attend for the remaining duration of the semester. At least one church service must be attended weekly by the student. Sunday morning service attendance is preferred. Fine may be assessed accordingly.
- All resident students are required to participate in CCI's Christian Service Program, directed by the VP for Student Affairs. This program requires students to actively participate in a ministry approved by CCI for at least one hour per week. The student is encouraged to explore different opportunities for four weeks from the beginning of the semester. After this period, the student must select a ministry to participate in for the remaining duration of the semester. Fine assessed.
- There are other unplanned opportunities for developing the spiritual life that students may take advantage of as well.
- Students are encouraged to enter into a daily time alone with God in prayer, study, reading, silence, solitude, and reflection.
- Students are encouraged to experience prayer partnerships, mentoring, and spiritual guidance with faculty, staff and others.

Work-Study Program

Christ Central Institute provides a work-study program for all its resident students. Completion of this program allows the student to finish each semester debt-free of room and board costs. Each hour of student labor is worth \$8.00 to CCI. Completion of 20 hours per week of work will fulfill all necessary hours each semester. Any time not completed will be to the student's debt.

Each student will consult the VP for Student Affairs for duties to be completed throughout the semester. All student work records will be analyzed by this staff member.

Since these work hours allow the student to compensate CCI for their room and board only, students who elect to remain on the campus and in the dorms during breaks shall continue their normal work hours. Those vacating the dormitories will not be responsible for work hours during days that CCI has designated as vacation days.

Students are not permitted to work more than 20 hours per week, unless for volunteerism. All debts may be worked off for CCI at the discretion of the VP for Student Affairs. No student records will be released if the student carries any debt.

Student Disciplinary Process

First Offense: The student will be counseled by VP for Student Affairs including stern warning about offences being documented and fine/suspension/dismissal consequences of future violations.

Second Offense: The student will be counseled by VP for Academic Affairs, warning and \$30 fine.

Third Offense: The student will be counseled by President of CCI, warning and \$60 fine.

Fourth Offense: The student will be required to meet with the President of CCI, VP for Student Affairs, and the VP for Academic Affairs to discuss options for dealing with the his/her problems including further special arrangements/attention, suspension and dismissal.

Other Policies & Procedures

Alcohol and Substance Abuse

All students are to abide by the institutional policies regarding alcohol and illegal substances. It is expected that no student will engage in alcoholic consumption or use of illegal drugs on campus. We uphold a “zero tolerance” of alcoholic beverages or consumed beverages while on campus. If the effects of usage come upon Christ Central Institute we reserve the right to enforce disciplinary actions. Alcoholic beverage containers, posters and other items promoting and advertising alcoholic beverages are not allowed in the dormitories. The Institute upholds federal and state laws that prohibit possession, distribution, or transfer of illegal drugs (i.e., marijuana or narcotics) and will not protect any student, faculty, or staff member from legal prosecution if found with illegal drugs. In the event that there is “reasonable cause” to believe a student or group of students possess illegal drugs in their residential rooms, Christ Central Institute officials will conduct a room search. A report will be filed and possible criminal charges made based upon the search findings. Appropriate disciplinary and legal actions will be taken if warranted. Students who are struggling with alcohol or the use of illegal drugs are encouraged to come forward on their own with no threat of disciplinary action to receive counseling, guidance, and support. Counseling Services are available to assist in such situations. All matters will remain confidential unless it is determined that harm to self or others is possible, as stated under the law. Christ Central Institute prohibits the practice of sharing any legally prescribed medications with someone for whom the medicine is not prescribed. Gambling and pornographic material is strictly prohibited. If a law is broken, legal authorities will be notified.

Smoking

Christ Central Institute has adopted a Smoke Free policy on campus. The smoking of tobacco products in all buildings, including residence halls, owned or operated by the College is prohibited. There should be no effects of smoking, which includes the smell of smoking on a person’s breath, body or clothing. Smoking is also prohibited at campus

events and activities, unless there is a designated smoking area. Violations of this policy may result in disciplinary action and/or removal from the premises.

Computer and Network Resources

Christ Central Institute recognizes its legal and social obligations to respect the privacy of the authorized users of its computing and network resources. However, users must recognize that the confidentiality of their electronic communications cannot be guaranteed by the Institute. Christ Central Institute does reserve the right to audit or monitor any uses of its computing and network resources when necessary to ensure compliance with the Institute's policy, and with federal, state, and local law. The Institute network provides its authorized users with access to privileged information. Users must maintain the confidentiality and integrity of the information they access, and must not use privileged information for any purpose not explicitly authorized. Christ Central Institute's computing and network resources exist to support the Institute's missions of teaching, training, research, administrative, and community service. Incidental personal use of these resources by authorized users is permitted only to the extent that such use is lawful and ethical, does not interfere with other authorized users, and does not cause additional expense to the Institute.

Firearm Policy

The carrying or possession of any type of weapon or firearm on the premises of Christ Central Institute is strictly and absolutely prohibited. This prohibition does not pertain to police officers or armed security personnel. For the purposes of this policy, the premises of Christ Central Institute are defined as any building or portion of a building, or property that Christ Central Institute owns or occupies, whether on a temporary or permanent basis, and any off-site premises where Christ Central Institute is conducting any activity sponsored by Christ Central. Persons violating this policy will be required to leave Christ Central Institute's premises immediately. Students who fail to comply with this policy will be summarily suspended from Christ Central Institute and referred to the Wagener Police Department.

Fire Procedures

In case of a fire, or when the fire alarm is activated, follow the following instructions:

1. Evacuate the building immediately.
2. Call the Fire Department, dialing 911.
3. Notify any staff or faculty member as soon as possible.
4. Use a fire extinguisher only if it is a small fire and your safety is not jeopardized.
5. Notice fire exits in every area of campus.

Each dorm facility is designed in compliance with all code requirements for fire safety. These include smoke detectors, adequate fire exits, emergency lights, fire extinguishers and construction/design aspects of the building. In addition, no storage of personal items is permitted in the heater/water heater areas. This allows easy access to this equipment for needed repairs and safety checks, but also reduces the likelihood of fire in these areas. Dorm cleaning policies include keeping all fire exits and hallways clear.

Hazing Policy

Christ Central Institute strictly prohibits any form of hazing. Hazing is defined as any action or situation created by individuals, organizations, on or off campus, that could cause or has the potential to result in harassment, embarrassment, anxiety, ridicule, or the violation of a Christ Central Institute Policy, no matter how good the end result or intent.

Examples of hazing include, but are not limited to:

- Tests of endurance
- Submission of students to potentially dangerous or hazardous circumstances
- Paddling
- Forced indulgence of food
- Forced excessive exercise
- Indecent stunts or dress
- Deprivation of sleep, normal sleep patterns or adequate study time
- Physical harassment
- Deprivation of normal amounts of food

- Assigning pranks

Open Flame Policy

In order to promote the safety and well-being of students, staff, and faculty, Christ Central Institute does not permit the use of open flames in office areas or residence halls. Items considered to use open flames include fireworks, the burning of candles, incense, fueled lamps, etc. Generally, this includes anything utilizing a wick, flame, or consuming flammable substances.

This policy also recognizes certain exceptions:

- Candles are permitted in office areas and residence halls provided they are never lit (e.g., used as decorative or aromatic items). Candles must show no evidence of having been burned (e.g., charred wicks, melting, etc.).
- Open flames are permitted in the academic environment with the expectation that students and faculty will exercise constant vigilance (laboratories, studios, workshops). Open flames are also permitted as a necessary part of assigned work (e.g., food service, building maintenance).
- For religious observances, lit candles, incense, etc. are allowed in campus chapels and other spaces, provided permission is obtained and with the expectation of constant vigilance.

Lit candles may be used in dining areas, provided permission is obtained from the Campus Director and with the expectation of constant vigilance.

Sexual Assault and Harassment

Students engaging in any act of harassment that discriminates against another student because of race, color, national or ethnic origin, gender, marital status, or the presence of a disability, will not be tolerated. Such conduct is specifically prohibited. It is the policy of Christ Central Institute to prohibit harassment of its staff and students in any form. In maintaining this policy, the institute seeks to assert basic Christian precepts, to affirm ethical standards universally accepted in the mission field, classroom and other

locations, and to uphold existing federal and state law. Such conduct is specifically prohibited and any practice of such behavior will result in disciplinary action.

- Sexual assault is an extreme form of sexual harassment. The use of threat or force to obtain sexual contact is illegal and immoral. If proven, it is considered a major infraction against Christ Central Institute standards of conduct and is grounds for immediate dismissal and prosecution.
- Sexual harassment is essentially a display of power intended to intimidate, coerce, embarrass, or degrade another person. Usually the harasser has power over the victim, and seeks to unfairly exploit that differential in power. In any form, such behavior undermines the atmosphere of trust and collegiality that the Institute seeks to foster and is, therefore, unacceptable.

