ROCHESTER CHRISTIAN UNIVERSITY



2026–2027

STUDENT HANDBOOK

POLICIES · RESOURCES · OPPORTUNITIES

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KEY CONTACTS

911 **In an immediate or life-threatening emergency, call 911.**

Then contact Campus Security at 248.765.8013 or x2911 from any on-campus phone.

OFFICE	PHONE	EMAIL / WEB
Campus Security	248.765.8013 On-Campus Extension: x2911	security@rcu.edu
Dean of Students & Title IX Coordinator Vance K. Jackson, Jr., MSW	248-218-2045	vjackson@rcu.edu
Center for Student Life Student Life Office · Monday–Friday, 8:30 a.m. – 4:00 p.m.	(248) 218-2041	studentlife@rcu.edu
Resident Assistant on Call Between 6:00 AM – 10:00 PM	(248) 218-2351	
Residence Life	248-218-2114	residencelife@rcu.edu
Operations (maintenance & locks)	248-765-8013	operations@rcu.edu
Student Connections Coordinator Alexa Lawlor	248-218-2034	alawlor@rcu.edu
Academic Center for Excellence (ACE)	248.218.2173	acelab@rcu.edu
Information Technology Help Desk	248.218.2080	helpdesk@rcu.edu
WarriorHub		warriorhub.rcu.edu

CRISIS SUPPORT LINES

Lifeline (Suicide Hotline)
Call or Text 988

Common Ground (Oakland County Crisis Response)
1-800-231-1127

Crisis Hotline
1-800-273-TALK

Haven (Sexual assault, domestic violence)
Crisis Support Line: 1-248-334-1274

Contact details are drawn from the sections of this handbook where each office is described.

WELCOME TO ROCHESTER CHRISTIAN UNIVERSITY

WELCOME FROM THE PRESIDENT

Dr. Reggies Wenyika, President

At Rochester Christian University, every experience is shaped by our Christ-centered, Bible-honoring mission. We are committed to preparing students not only for academic and professional success, but for lives of purpose, leadership, and faithful service.

As a member of the RCU community, you join a diverse body of students, faculty, and staff united by a shared commitment to pursuing truth, wisdom, and spiritual growth. Our faculty and staff are dedicated to supporting your development both inside and outside the classroom as you discover your calling and the unique gifts God has entrusted to you.

We are excited to welcome you to the RCU family and look forward to all that God will accomplish through your time here.

ABOUT ROCHESTER CHRISTIAN UNIVERSITY

Welcome to Rochester Christian University! Whether you are beginning your first semester or returning for another year, we are excited to have you as part of our community.

Rochester Christian University is a Christ-centered university committed to preparing students for lives of purpose, service, and faithful leadership. We believe that education extends beyond the classroom. Every class, conversation, relationship, and campus experience contributes to your personal, academic, spiritual, and professional growth.

As a member of the RCU community, you will have opportunities to develop meaningful friendships, explore your calling, grow in your faith, serve others, and prepare for your future vocation. We encourage you to become fully engaged in campus life, seek out opportunities to lead and serve, and take advantage of the many resources available to support your success.

This Student Guide has been designed to help you navigate university life by providing information about campus resources, student opportunities, community expectations, and university policies. We hope it serves as a helpful companion throughout your journey at Rochester Christian University.

We are honored that you have chosen to be part of the RCU family and look forward to all that God will do in and through your time here.

MISSION, VISION & VALUES

OUR MISSION

Rochester Christian University prepares students for professional and personal success as they serve in God's world.

OUR VISION

Our vision at Rochester Christian University is to become a global destination for innovative, relevant, values-driven education.

OUR VALUES

Student Focus

We prioritize the success and well-being of our students in everything we do. Every decision, program, and service is designed to support student learning, development, and success while honoring the dignity, potential, and worth of every individual.

Continuous Improvement

We pursue excellence through innovation, learning, and thoughtful evaluation. As we join in God's ongoing work of creation and renewal, we remain committed to growing personally, professionally, and institutionally.

Collegiality

We believe healthy communities are built through humility, respect, collaboration, and accountability. We value relationships and seek to create an environment where people work together with integrity and grace.

Stewardship

We recognize that we are entrusted with the mission and resources of Rochester Christian University. We seek to faithfully steward our time, talents, relationships, and facilities in ways that honor God and serve others well.

Belonging

Every person is created in the image of God and possesses inherent dignity and worth. We are committed to cultivating a welcoming community where every student is respected, valued, and encouraged to flourish.

OUR CHRISTIAN IDENTITY

Rochester Christian University is a Christ-centered institution grounded in the authority of Scripture and committed to integrating faith and learning throughout the university experience.

Our Christian identity shapes every aspect of campus life—from academics and student life to service, leadership, and community. We believe education is not only about gaining knowledge, but also about developing wisdom, character, and a life of faithful service.

Students from many Christian traditions and backgrounds are welcomed into our community. We value thoughtful dialogue, mutual respect, and the shared pursuit of truth as we learn from one another and grow together in faith.

Whether in the classroom, residence halls, chapel, student organizations, or community service, we seek to cultivate an environment where students are encouraged to grow intellectually, spiritually, relationally, and personally.

OUR COMMITMENT TO STUDENTS

At Rochester Christian University, we believe every student is created in the image of God and possesses inherent dignity, purpose, and potential. Our commitment extends beyond helping you earn a degree—we are committed to helping you flourish as a whole person.

Through meaningful relationships, intentional programming, academic support, spiritual formation, leadership development, and opportunities to serve, we seek to cultivate an environment where you can grow intellectually, spiritually, personally, and professionally.

We are committed to fostering a campus community that is Christ-centered, welcoming, and rooted in respect, integrity, and personal responsibility. We desire for every student to experience genuine belonging, meaningful connection, and opportunities to discover and develop the gifts God has entrusted to them.

Whether you are navigating your first semester, exploring your calling, overcoming challenges, or preparing for graduation, you are not expected to walk alone. Faculty, staff, coaches, and student leaders are here to encourage, support, and challenge you as you pursue the purpose God has for your life.

Our hope is that your time at Rochester Christian University will not simply prepare you for a career, but will equip you to live with wisdom, character, compassion, and faithful service wherever God leads.

HOW TO USE THIS GUIDE

This Student Guide is designed to help you navigate life at Rochester Christian University. Inside, you will find information about campus resources, student opportunities, university expectations, and the policies that help our community thrive.

We encourage you to become familiar with the information in this guide and refer to it throughout the academic year. It is your responsibility to understand the policies and expectations of the University, as they apply to all students.

While this guide contains many of the most commonly referenced policies and resources, it is not intended to replace the Academic Catalog or other official university publications. Students are responsible for complying with all current university policies, procedures, and academic requirements.

If you have questions or are unsure where to begin, the Center for Student Life is here to help connect you with the people and resources you need to succeed.

SECTION ONE

THE CENTER FOR STUDENT LIFE

Welcome to Student Life

Center for Student Life Staff

How Student Life Supports You

Crimson Days- New Student Orientation

International Student Support

Student Care & Referrals

Community Life & Worship

Center for Student Life Hours

Mission & Purpose

Student Connections

Warrior Week

Student Success Resources

Community Life

Student Leadership



WELCOME TO STUDENT LIFE

The Center for Student Life exists to help every student experience a meaningful, engaging, and Christ-centered college experience. While your education begins in the classroom, your growth continues through relationships, leadership, service, worship, and participation in campus life.

Student Life is committed to creating opportunities that foster belonging, encourage personal responsibility, develop leadership, and support students as they discover their gifts, calling, and purpose. Whether you are attending your first campus event, joining a student organization, participating in chapel, serving in leadership, or simply building lifelong friendships, every experience is designed to help you flourish during your time at Rochester Christian University.

We encourage every student to become an active participant in campus life. The more you engage, the more connected you become to the RCU community and the more opportunities you will have to grow academically, personally, spiritually, and professionally.

CENTER FOR STUDENT LIFE HOURS

The Center for Student Life is located in the **Student Life Office** and is available to assist students throughout the academic year.

OFFICE HOURS

MONDAY–FRIDAY

8:30 A.M. – 4:00 P.M.

CENTER FOR STUDENT LIFE STAFF

Our Student Life team is committed to creating a campus experience where students are supported, connected, challenged, and equipped to flourish throughout their time at Rochester Christian University.

STAFF MEMBER	POSITION
Vance Jackson	Dean of Students
Lori Pulliam	Director of Student Engagement
Peighton Douglas	Senior Residential Director & Resident Supervisor
Ken Perry	Resident Supervisor
Cameron Underdown	Student Programming
Kierstyn Oldenburg	Resident Supervisor
Alexa Lawlor	Student Connections Coordinator

Students are encouraged to contact the appropriate Student Life staff member with questions, concerns, or to learn more about the programs, services, and opportunities available through the Center for Student Life.

MISSION & PURPOSE

The Center for Student Life supports the mission of Rochester Christian University by cultivating a Christ-centered campus community where students are encouraged to grow in character, community, leadership, and service.

Through intentional programs, meaningful relationships, leadership development, student support, and opportunities for worship and service, Student Life seeks to create an environment where every student is known, valued, challenged, and equipped to live with purpose both during their college experience and beyond graduation.

HOW STUDENT LIFE SUPPORTS YOU

The Center for Student Life serves students through four primary areas of campus life:

Student Connections

Helping students successfully transition to and navigate university life through orientation, new student programs, international student support, student care, referrals, and ongoing connection throughout the academic year.

Community Life

Creating opportunities for students to build friendships, become involved, develop community, and participate in campus traditions through student organizations, campus events, and recreational programming.

Community Life & Worship

Providing opportunities for students to grow spiritually through chapel services, worship gatherings, spiritual formation experiences, service opportunities, and the Community Life & Worship (CLW) program.

Student Leadership

Developing student leaders who serve the university through leadership positions, scholarship opportunities, student organizations, peer mentorship, campus programming, and servant leadership.

STUDENT CONNECTIONS

Student Connections exists to help students successfully transition into university life while providing ongoing support throughout their time at Rochester Christian University. Whether you are a first-year student, transfer student, commuter, residential student, or international student, our goal is to help you feel connected, supported, and equipped for success.

Through orientation programs, relationship building, student care, campus resources, and individualized support, Student Connections helps students navigate both the opportunities and challenges of college life.

Student Connections also coordinates services and programming that foster belonging, encourage engagement, and connect students with campus resources when additional support is needed.

Student Connections includes:

Crimson Days- New Student Orientation

Warrior Week

International Student Support

Student Success Resources

Student Care & Referrals

CRIMSON DAYS- NEW STUDENT ORIENTATION

Orientation introduces new students to the Rochester Christian University community and provides the information, resources, and relationships necessary for a successful transition into college life. Students will become familiar with university expectations, campus resources, student life opportunities, and academic support while building relationships with fellow students, faculty, and staff.

Participation in Orientation is strongly encouraged for all new students.

WARRIOR WEEK

Warrior Week is Rochester Christian University's official welcome experience for new students. Throughout the week, students participate in campus traditions, social events, worship experiences, informational sessions, and community-building activities designed to help them connect with the RCU community before classes begin.

Warrior Week provides students with opportunities to meet classmates, become familiar with campus, discover ways to get involved, and begin building relationships that often last throughout their college experience.

INTERNATIONAL STUDENT SUPPORT

Rochester Christian University is committed to welcoming and supporting students from around the world as valued members of our campus community.

Student Connections serves as a primary point of contact for international students by providing guidance, connection, and support throughout their transition to life at RCU. In collaboration with academic and administrative departments, Student Connections assists international students with navigating campus resources, adjusting to life in the United States, building meaningful relationships, and participating fully in the life of the university.

International students are encouraged to connect regularly with the Student Connections Coordinator, who can provide support, referrals, and opportunities for involvement throughout the academic year.

STUDENT SUCCESS RESOURCES

Student Connections partners with departments across campus to connect students with resources that contribute to their academic, personal, and spiritual success. Whether students have questions, need assistance, or are unsure where to begin, Student Connections can help identify appropriate campus resources and provide guidance toward available support services.

STUDENT CARE & REFERRALS

College presents opportunities for growth as well as seasons of challenge. Student Connections provides care, encouragement, and referrals for students experiencing personal, emotional, financial, or situational difficulties that may affect their ability to succeed.

When appropriate, students may be connected with campus offices or community resources that can provide additional support. While Student Connections is not a counseling service, the office works collaboratively with university partners to help students access the care and resources they need to thrive.

Chalking may begin no earlier than **48 hours** before an event and is limited to **three approved campus locations**.

Artwork must support the University's mission and community standards and may not include personal messages, discriminatory language, or content that disparages individuals or the University.

COMMUNITY LIFE

Community is at the heart of the Rochester Christian University experience. Lasting friendships, meaningful relationships, and personal growth are often formed outside the classroom through shared experiences, campus traditions, and active involvement in university life.

The Center for Student Life creates opportunities for every student to become an engaged member of the RCU community. Whether attending a campus event, joining a student organization, participating in a service project, or helping lead a campus tradition, students are encouraged to build relationships, contribute to campus culture, and create memories that will last well beyond graduation.

Students who actively engage in campus life have greater opportunities to experience connection, develop leadership skills, and build a deeper sense of belonging within the RCU community.

CAMPUS EVENTS & TRADITIONS

Throughout the academic year, the Center for Student Life offers a variety of programs and events designed to foster community, celebrate University traditions, and create meaningful opportunities for student engagement.

Campus events may include social activities, cultural celebrations, service opportunities, recreational events, leadership programs, special guest speakers, seasonal traditions, and collaborative programs with academic departments and student organizations.

Students are encouraged to participate regularly and explore new opportunities to connect with fellow students, faculty, and staff.

A current calendar of campus events is available through the RCU App, WarriorHub, University communications, and the Center for Student Life.

COMMUNITY PROGRAMMING BOARD (CPB)

The Community Programming Board (CPB) is the official student programming organization responsible for planning and hosting many of Rochester Christian University's campus events and traditions.

Working alongside the Center for Student Life, CPB provides opportunities for students to develop leadership skills while creating engaging experiences that strengthen campus community and encourage student involvement.

Students interested in planning events, serving their peers, and helping shape campus culture are encouraged to become involved with CPB.

Additional information regarding membership, leadership opportunities, and upcoming events is available through the Center for Student Life.

STUDENT ORGANIZATIONS

Student organizations provide opportunities for students to connect around shared interests, academic disciplines, professional goals, service, recreation, and ministry.

Participation in student organizations encourages leadership development, collaboration, community engagement, and personal growth while enriching the overall student experience.

Students are encouraged to explore organizations that align with their interests or work with the Center for Student Life to establish new organizations that contribute to the mission and values of Rochester Christian University.

A current list of recognized student organizations is available through the Center for Student Life and the RCU App.

CAMPUS COMMUNICATIONS

The Center for Student Life communicates important information regarding campus events, leadership opportunities, Chapel, student organizations, and University activities through a variety of official communication channels.

Students are responsible for regularly reviewing University communications, including:

- RCU App
- University email
- Digital campus announcements
- WarriorHub
- Official Center for Student Life social media accounts
- Campus bulletin boards and digital displays

Staying informed helps students take full advantage of opportunities available throughout the academic year.

RCU MOBILE APP

The RCU Mobile App is the University's primary student engagement platform. Students can use the app to:

- View campus events and activities
- Track Community Life & Worship (CLW) attendance and points
- Connect with Student Life resources and services
- Register for Student Life programs
- Receive important campus communications

The app may be downloaded through any app store by searching **Rochester Christian University**. Students should log in using their RCU email account.

WarriorHub may also be accessed through a web browser at **warriorhub.rcu.edu**.

WEEKLY WARRIOR

The **Weekly Warrior** is Rochester Christian University's weekly student newsletter. It provides important announcements, upcoming events, leadership opportunities, and other information relevant to campus life.

Students are encouraged to review the Weekly Warrior regularly to stay informed about opportunities and important campus information.

Faculty, staff, student organizations, and University departments wishing to include information in the Weekly Warrior should submit their request through the **Submit News** button on **my.rcu.edu**.

Requests should include:

Desired publication dates

An image or logo, if applicable

A brief event or announcement description

The Weekly Warrior is managed by the Office of Marketing & Communications.

CAMPUS MARKETING & PROMOTION

Rochester Christian University supports the marketing and promotion of events, programs, activities, and services that contribute to campus life and align with the University's mission, Christian identity, and community standards.

Students, organizations, and departments are encouraged to promote opportunities that strengthen student engagement while following the University's marketing and communication guidelines.

CHAPEL ANNOUNCEMENTS

Announcements shared during Chapel are intended to communicate important University information and promote opportunities that support student engagement and campus life.

Individuals or departments wishing to make a Chapel announcement must submit an **Announcement Request Form** through **my.rcu.edu** at least **one week before the requested announcement date**.

Requests to present an announcement during Chapel are reviewed for approval based on available time and relevance. Approved announcements may also be displayed on the auditorium screens.

PAINTING THE ROCK

Painting the RCU Rock is a long-standing campus tradition used to promote approved University events, organizations, programs, and recognized awareness initiatives.

Requests must be submitted through **my.rcu.edu** or the RCU Mobile App and are approved on a first-come, first-served basis. The Center for Student Life reserves the right to approve, deny, or request modifications to submitted artwork.

Personal messages or artwork containing abusive, discriminatory, or disparaging language or images are not permitted.

SIDEWALK CHALKING

Sidewalk chalking is permitted to promote approved University events, programs, and organizations.

Chalking may begin no earlier than **48 hours before an event** and is limited to **three approved campus locations**.

Artwork must support the University's mission and community standards and may not include personal messages, discriminatory language, or content that disparages individuals or the University.

EVENT PLANNING & PARTICIPATION

Student organizations, campus departments, and University groups seeking to host an event on campus must submit an event request through the University's event approval process.

Events must receive approval before:

- **Advertising or promotion begins**
- **Facilities are reserved**
- **University resources are committed**
- **Purchases or expenditures are made**

Depending on the nature of the event, additional documentation or approvals may be required.

All event marketing, communication, and promotional materials must follow Rochester Christian University's branding and communication guidelines.

The Center for Student Life works collaboratively with campus partners to ensure events are well coordinated, effectively promoted, and contribute positively to the University community.

COMMUNITY LIFE & WORSHIP

SPIRITUAL LIFE & FORMATION

Spiritual formation at Rochester Christian University extends beyond the classroom and is an important part of the student experience. Students are encouraged to participate in opportunities that help them grow in their relationship with Christ, engage Scripture, build meaningful relationships, and explore their faith in community with others.

Throughout the semester, spiritual formation opportunities may include Chapel, Bible studies, small groups, prayer gatherings, discipleship groups, student-led faith gatherings, Campus Ministry programs, and other spiritual formation experiences.

CHAPEL

Chapel is an opportunity for the Rochester Christian University community to gather twice each week to worship, learn, and grow together through meaningful programming.

WHEN	WHERE	HOW OFTEN
TUESDAY & THURSDAY 11:10 a.m.–11:45 a.m.	ALUMNI CENTER AUDITORIUM	28–30 DATES approximately, each semester

Students are encouraged to regularly check Community Life & Worship (CLW) events through the **RCU App** and Center for Student Life social media accounts for the most current schedule of Chapel services and other weekly CLW opportunities.

Attendance and CLW points for Chapel and other approved Community Life & Worship events are recorded and tracked through the **RCU App or WarriorHub**.

BIBLE STUDIES, GROUPS & SPIRITUAL FORMATION OPPORTUNITIES

While Tuesdays and Thursdays provide the regular rhythm for Chapel, Mondays and Wednesdays provide opportunities for Bible studies, small groups, prayer gatherings, discipleship, and other spiritual formation experiences across campus.

WHEN

MONDAYS & WEDNESDAYS

across campus

LED BY

STUDENTS & STAFF

Campus Ministry leaders, faculty, staff, or other approved leaders

FIND A GROUP

RCUSTUDENTS.COM

check regularly; opportunities may vary throughout the semester

Bible studies **Small groups** **Prayer gatherings** **Discipleship** **Spiritual formation experiences**

Want to start a group? Students interested in starting a Bible study, small group, or other faith-based gathering may connect with the Center for Student Life for guidance and support.

COMMUNITY LIFE & WORSHIP (CLW) PROGRAM

The Community Life & Worship (CLW) Program encourages students to participate in experiences that contribute to their personal, relational, and spiritual development throughout the academic year.

Participation is measured through the CLW Point System, which recognizes involvement in approved Chapel services and other qualifying Community Life & Worship experiences.

Approved opportunities may include:

- Chapel Services
- Campus Ministry Programs
- Worship Gatherings
- Vocational and Calling Events
- Spiritual Formation Opportunities
- Service Learning Experiences
- Leadership Development Programs
- Other approved Community Life & Worship experiences

The Center for Student Life may designate additional opportunities throughout the semester that qualify for CLW participation.

CLW PARTICIPATION REQUIREMENTS

Full-time traditional undergraduate students are required to earn **25 Community Life & Worship (CLW) Points** each semester.

This requirement also applies to students enrolled in traditional undergraduate programs who are completing coursework online.

Unless otherwise designated, approved CLW opportunities are worth **one (1) point** each.

Students are responsible for monitoring their own CLW participation throughout the semester using the RCU App or WarriorHub.

Students who do not complete the required 25 CLW points by the conclusion of the semester will be assessed a **$10 fee for each unearned point**. Funds collected through this process support future Community Life & Worship programming.

REQUIRED	PER EVENT	UNEARNED POINTS
25 CLW POINTS	1 POINT	$10 EACH
each semester	unless otherwise designated	assessed at the end of the semester

TRACKING CLW POINTS

Students are responsible for checking into approved CLW events and monitoring their participation throughout the semester.

Students may track their CLW points by:

- Downloading the Rochester Christian University App
- Logging in using their RCU email account
- Visiting WarriorHub at **warriorhub.rcu.edu**

Attendance at approved CLW events is recorded electronically through the RCU App or WarriorHub.

CLW MODIFICATIONS & EXEMPTIONS

Rochester Christian University recognizes that some students may experience circumstances that limit their ability to participate in on-campus Community Life & Worship opportunities.

Students experiencing qualifying circumstances may apply for either a modification or an exemption to the standard CLW participation requirement.

APPLY BY	TIER ONE	TIER TWO
SECOND FRIDAY	12 POINTS	5 POINTS
of each academic semester	per semester	per semester

Applications for modifications or exemptions must be submitted by the **second Friday of each academic semester**.

Approval is determined by the Center for Student Life.

Tier One Modification — 12 Points

Students approved for a Tier One Modification are required to complete **12 CLW Points** during the semester.

Examples may include students who:

- Have class schedules that conflict with Chapel
- Participate in required nursing clinicals
- Are student teaching
- Are completing required internships during Chapel hours

Tier Two Modification — 5 Points

Students approved for a Tier Two Modification are required to complete **5 CLW Points** during the semester.

This option is designed primarily for students who are unable to regularly attend campus and includes online spiritual formation activities and end-of-semester reflection assignments.

Examples may include:

- Fully online students
- Students completing full-time off-campus internships
- Final-semester student teachers
- Final-semester nursing clinical students

Exemptions

A full exemption is granted only in exceptional circumstances that prevent participation in any Community Life & Worship opportunities.

Examples may include significant medical conditions, documented caregiving responsibilities, or other extraordinary situations.

Students seeking an exemption must submit a new application each semester.

SERVICE LEARNING OPPORTUNITIES

Serving others is an important expression of Christian discipleship and an essential component of the Community Life & Worship Program.

Students may earn CLW credit by participating in approved service opportunities, including Warriors Serve and other events sponsored or approved by the Center for Student Life.

Service opportunities are published through the RCU App and WarriorHub.

STUDENT ORGANIZATION & TEAM SERVICE PROJECTS

Recognized student organizations, athletic teams, and University-sponsored groups are encouraged to participate in service projects together.

To qualify for CLW credit, service projects must:

- Be submitted for approval at least one week prior to the event.
- Encourage meaningful engagement with those being served.
- Primarily benefit individuals, organizations, or communities outside of RCU or support significant campus service initiatives.
- Receive approval from the Center for Student Life before the event occurs.

Following the service experience, participating students will complete a brief reflection through the RCU App before CLW credit is awarded.

Students are encouraged to reflect on three questions:

Community:
How did this experience connect you with others?

Life:
How did this experience shape your personal growth?

Worship:
How did this experience deepen your relationship with God?

STUDENT LEADERSHIP

Leadership at Rochester Christian University is more than holding a position—it is an opportunity to serve others, develop Christ-like character, and grow in influence through meaningful responsibility.

The Center for Student Life seeks to develop leaders who serve with humility, lead with integrity, steward responsibility faithfully, and help others flourish. Student leaders are selected not simply because of what they can accomplish, but because of who they are becoming.

Through experience, mentorship, accountability, spiritual formation, and service, students have opportunities to develop personally and professionally while contributing meaningfully to the RCU community. Our desire is to prepare leaders who reflect Christ in the way they serve both the University and the world beyond campus.

LEADERSHIP DEVELOPMENT

The Student Leadership Program is designed to prepare students to lead with integrity, humility, responsibility, and excellence. Student leaders receive training, mentorship, and practical experience that equips them to serve both the University community and their future professions.

Leadership development may include:

- **Leadership training and retreats**
- **Team development and collaboration**
- **Event planning and project management**
- **Communication and interpersonal skills**
- **Spiritual formation and servant leadership**
- **Professional development**
- **Campus-wide leadership initiatives**

Student leaders are expected to model the values of Rochester Christian University while fostering a culture of hospitality, service, and community.

LEADERSHIP SCHOLARSHIPS

Many Student Leadership positions include institutional leadership scholarships that recognize both the responsibility of the role and the student's ongoing commitment to serving the university community.

Leadership scholarships are awarded through a competitive application and selection process and may vary by position and available funding.

Receiving a leadership scholarship includes an expectation of active participation, consistent performance, professional conduct, and fulfillment of the responsibilities associated with the position.

STUDENT LEADERSHIP POSITIONS

The Center for Student Life offers a variety of leadership opportunities designed to match students' gifts, interests, and areas of service. Leadership positions may vary from year to year based on the needs of the university.

Examples of Student Leadership positions include:

Community Life & Worship

- Chapel Worship Leader
- Chapel Production & Creative Intern
- Spiritual Formation Intern
- Campus Ministry Intern

Community Life

- Community Programming Board (CPB) President
- Community Programming Coordinators

Student Connections

- International Student Life Intern
- Crimson Leader-New Student Orientation Leader

Student Engagement

- Student Organizations & Engagement Intern
- Communications & Media Intern

Additional leadership opportunities may be available through Residence Life, Athletics, Academic Departments, and other university offices.

SELECTION PROCESS

Student Leadership positions are filled through an application and selection process coordinated by the Center for Student Life.

The selection process may include:

- **Submission of an application**
- **Personal interview**
- **Faculty or staff recommendations**
- **Review of academic standing**
- **Evaluation of leadership potential and character**

Selected students participate in leadership training prior to the beginning of the academic year and continue to receive mentorship and professional development throughout their service.

LEADERSHIP EXPECTATIONS

Student leaders serve as representatives of Rochester Christian University and are expected to demonstrate professionalism, integrity, and a commitment to the university's mission and values.

Student leaders are expected to:

- Maintain good academic standing.
- Fulfill the responsibilities of their assigned position.
- Communicate professionally with students, faculty, staff, and community partners.
- Model responsible behavior consistent with university policies and expectations.
- Demonstrate Christ-like character and servant leadership.
- Attend required meetings, training sessions, and leadership development activities.
- Support Center for Student Life programs and initiatives.

Failure to meet leadership expectations may result in coaching, corrective action, or removal from the leadership position and any associated scholarship.

STUDENT LEADERSHIP & STUDENT GOVERNMENT

The Student Leadership Program and the Student Government Association (SGA) serve different but complementary purposes within the university.

The Student Leadership Program focuses on developing students who assist in the planning, implementation, and support of programs, services, and initiatives through the Center for Student Life.

The Student Government Association serves as the official student representative body and operates under the Office of the Dean of Students.

Information regarding Student Government Association elections, representation, and governance is provided in the Office of the Dean of Students section of this guide.

SECTION TWO

RESIDENCE LIFE

Living in Community at RCU

Living On Campus

Residence Hall Policies

Community Standards

Health & Safety

Residential Programming

Residential Leadership

Housing Breaks & Closures

Residential Life Resources

Residential Life Forms & Procedures



LIVING IN COMMUNITY AT RCU

Living on campus is more than having a place to stay—it is an opportunity to become part of a Christ-centered community where learning extends beyond the classroom. Residence Life is designed to provide a safe, welcoming, and engaging environment that encourages personal responsibility, meaningful relationships, and holistic student development.

Life in a residence hall offers daily opportunities to practice respect, integrity, service, and accountability while learning to live alongside people from different backgrounds, experiences, and perspectives. Through shared experiences, intentional programming, and supportive staff, students are encouraged to grow in character, develop healthy relationships, and contribute positively to the campus community.

Residence Life partners with students throughout their college experience by fostering an environment where every resident is known, supported, and challenged to grow. Whether participating in community events, building friendships, serving others, or navigating the responsibilities of independent living, students are invited to become active contributors to a community that reflects the mission and values of Rochester Christian University.

Our Residence Life staff—including the Senior Residential Director, Hall Directors, Resident Assistants, and Senior Resident Assistants—are committed to creating a residential experience that promotes safety, belonging, personal growth, and student success. Together, we strive to cultivate a residence hall community where students flourish academically, socially, emotionally, and spiritually.

For step-by-step procedures (move-in, maintenance requests, fire drills, lockouts, and similar day-to-day logistics), see the Residence Life Guide. This handbook covers the policies themselves.

LIVING ON CAMPUS

RESIDENCE HALL COMMUNITY

Alma Gatewood Hall

Alma Gatewood Hall (AG) is RCU's three-story residence hall. This building houses up to 132 students, with both male and female floors. Located on each floor of AG is a laundry room/kitchenette area with three washing machines and three dryers, one sink, one stove, and one microwave. Furnishings for each room includes two beds, with loft and bunk capabilities, a walk-in closet or wardrobe option, two desks, a dresser, and a chair for each resident.

Ferndale/Hoggatt Hall

Ferndale/Hoggatt Hall are two separate wings that house males and females. Located on the first floor of each wing is a kitchen area with one stove, one sink, and counter space. The laundry facility is located on the first floor and has five washing machines and six dryers. Furnishings in each Ferndale/Hoggatt room includes two beds, with loft and bunk capabilities, two wardrobes, two desks, two dressers, and a chair for each resident.

Barbier Hall

Barbier Hall is Rochester Christian University's second story residence hall. Each floor of Barbier Hall has a large community bathroom with private showers and individual vanities. Laundry facilities are located on the first floor with washer and dryer capabilities. Furnishings in Barbier Hall include two beds with loft and bunk capabilities, two wardrobes, two desks, and two chairs.

Palmer Hall

Palmer Hall is Rochester Christian University's one-story building with five studio apartment units. Palmer Hall is ideal for residents who are 25 years or older and married couples seeking to live on campus. The apartment units are carpeted, with a walk-in closet and a small bathroom. Four of the units offer kitchenettes with one refrigerator, one stove, counter space, and kitchen cabinets. Students interested in living in Palmer Hall must contact Residence Life professional staff in advance of the semester, with priority given to married couples.

RESIDENTIAL EXPECTATIONS

Residents in Rochester Christian University housing possess specific individual and group rights and responsibilities which guide Residence Life staff in making decisions concerning student welfare and behavior. The following statements define minimal expectations regarding these rights and responsibilities. Each resident has the right to engage in activities that are a part of campus life. However, these rights carry with them reciprocal responsibilities on the part of the individual to ensure these same rights for other residents.

STUDENTS HAVE THE RIGHT…

- To study, sleep, and be free from undue interference from noise, guests, and other distractions. Residents must respect this right by not creating disturbances or causing unreasonable noise or distraction.
- To privacy. Residents must respect this right by asking permission before borrowing or using other residents' possessions (e.g., computer, clothing, food, etc.) unless such possessions have been specified as a "shared item" between roommates. Residents must also respect each other's private time. RCU reserves the right to search any room or vehicle on campus at any time, as explained in Health & Safety Inspections.
- To a clean living environment. Residents must respect this right by maintaining common areas in a clean and orderly fashion. Residents must report maintenance issues and damage to rooms, suites, or common areas as soon as such issues or damage are noticed.
- To be free from fear of intimidation, physical harm, or emotional harm. Residents must respect this right by conducting themselves as good citizens and good neighbors.

STUDENTS HAVE THE RESPONSIBILITY TO…

- Adhere to rules and regulations as stated in the Student Handbook.
- Meet established payment schedules.
- Respect the rights of others.
- Study and academically succeed.
- Comply with requests made by RCU staff and Resident Assistants.
- Report violations of rules and regulations to appropriate staff.
- Keep their bedroom, bathroom, lounge, and floor clean.

ROOM ASSIGNMENTS

RCU reserves full rights to assign and reassign residents to specific suites. Residence Life staff may move a resident to another room if staff believes such a move is in the best interest of RCU, the resident, or other residents. Students must comply with a request to change rooms. Room consolidation will occur throughout the academic year as spaces become vacant.

STUDENTS	APPLICATIONS OPEN	APPLICATIONS CLOSE	DETAILS
Returning Students	March 1st	July 1st	Apply with your RCU housing portal. Residence Life staff cannot guarantee any specific room requests. Rooms are granted on a first come, first serve basis.
New Students	December 1st	August 1st	Apply in the RCU Housing Portal after completing the RCU enrollment process. An online Housing Contract is emailed during the summer of your first enrolled semester. Housing assignments are sent by late July, and only once the Housing Contract has been submitted.
After August 1st	—	—	Placed on a waiting list. Residence Life will email students when rooms are available.

PRIVATE ROOMS

RCU has a limited number of private rooms available. Private rooms are primarily reserved for students who have a specific documented accommodation for physical or other medical needs. Students who request a private room and do not have a documented accommodation for physical or other medical needs will have an extra $929 charge per semester. Private room requests are processed on a first come, first serve basis, with priority given to returning students. Students who do not have an accommodation for a private room are only assigned after all other housing assignments have been made. Students may be added to the private room waiting list by filling out the Private Room Request form in the RCU Housing Portal. Rochester Christian University reserves the right to assign individuals to different rooms or residence halls if it is determined that the move would better serve the needs of all parties involved.

MEAL PLAN

All students living on campus in traditional residence halls are required to purchase a Residential meal plan. Exemptions of the meal plan are accomplished by completing the Accommodation Request form located on the Student Portal. Modifications are usually only granted to students who have completed the ADA Accommodations process.

HOUSING REFUNDS FOR RESIDENTIAL STUDENTS

Students who live on campus and pay for room and board but subsequently choose to commute or to withdraw completely will receive a refund based on the Refund Schedule - Full Semester Courses chart. No refunds are granted for meals that were unused prior to the move-out or withdrawal date. There are no refunds on room and board after the semester census day.

ROOM CHANGES

No room change requests will be granted during the first two weeks of each semester except in cases of emergencies. Residence Life staff will consider all requests but requests are not guaranteed. Residence Life staff conduct a Room Change process within the first two months of each semester. During this Room Change process, residents can change rooms and/or roommates for the remainder of the semester. Residents requesting a room change will need the signatures of all parties involved and the approval of Residence Life staff before they can change rooms and/or roommates. Residence Life staff will notify all residents of the Room Change process via their RCU email address.

HOUSING ELIGIBILITY

Alma Gatewood Hall, Barbier Hall, and Ferndale/Hoggatt Hall are reserved for residents under the age of 25 years old. Palmer Hall, which consists of single studio apartments, is reserved for married couples, residents 25 years old or older, and/or residents with dependants. Rochester Christian University staff reserves the right to make all final housing decisions. Residence Life will communicate with residents interested in living in Palmer Hall as units become available.

ACADEMIC REQUIREMENTS FOR RESIDENCY

Students must be enrolled full time (a minimum of 12 credit hours) to reside in the residence halls. If a student wishes to drop below 12 credit hours and remain in campus housing, they must first submit a Part-Time Student Housing Appeal Form, available on the Student Portal. Residence Life will review the appeal and notify the student of the decision via their RCU email. If a student stops attending class without completing a formal withdrawal through the academic center, that student will be asked to move out of the residence halls.

MINORS IN UNIVERSITY HOUSING

Residence Life at RCU primarily serves students who are legal adults. In some cases, students under the age of 18 may be enrolled and request on-campus housing. Students must be at least 16 years old at the time of enrollment to be considered for campus housing.

Parental Consent and Assumption of Risk

A signed release and assumption of risk form is required from a parent or legal guardian prior to move-in, acknowledging that the student will live in a community with students over 18, that university housing does not provide direct supervision or substitute for parental care, that minor students must follow all campus housing policies and the Code of Conduct, that the university may notify a parent/guardian in the event of a conduct violation, and that parents do not have access to academic records unless the student provides written FERPA consent.

Approval Process

Requests for housing from students under 18 require written approval from the Dean of Students. RCU does not offer separate housing accommodations or increased supervision for minor students.

Emergency Protocols for Minors

In a medical or safety emergency involving a minor, RCU staff will notify emergency services if appropriate, contact the listed parent/guardian using the emergency contact on file, and require a signed medical release form. Minor students are strongly encouraged to carry health insurance and provide medical history details before move-in.

RESIDENCE HALL POLICIES

CHECK-IN & CHECK-OUT PROCEDURES

Move-In: Residents may move into their assigned residence hall during the designated check-in period provided to each resident during the academic year. New students must have completed the enrollment process prior to move-in. Returning students should have completed their housing process and be up-to-date on their student account with the Business Office. On move-in day, each resident must complete the provided online Room Inventory Form. It is the resident's responsibility to make sure that all pre-existing damage is noted on this inventory form. Residents are responsible for any damage to their dorm, beyond normal wear and tear, that was not identified on the Room Inventory Form at move-in.

Move-Out: Students who are not returning for the following semester must move out by the assigned move-out date. This date is typically 24 hours after finals are completed each semester. Residents must check out with a Residence Life staff member or by using the Express Check-Out option. Failure to move out by the move-out date and time will result in a $10 charge per hour. Failure to check-out properly will result in a $25 improper check-out charge.

Full check-in and check-out steps (arrival instructions, the check-out form, key return) are in the Residence Life Guide.

RESIDENCE HALL ACCESS & SECURITY

Each residence hall bedroom door has a lock and Rochester Christian University ensures that the locks are maintained in working order. Residents should report malfunctioning locks immediately to Resident Assistants or by emailing operations@rcu.edu. Residents may not affix any additional locks on bedroom/bathroom doors or otherwise disable or undermine bedroom locks. Window screens should not be removed by students for any reason, and residents may not use emergency exits or windows for entry or exit of the building except in emergency situations. Residence Life staff encourages residents to purchase small lock boxes or safes for personal valuables. Residents may not allow any other individuals to use their ID and room keys to enter the residence halls or individual rooms; any unauthorized use will result in disciplinary action. Fire doors should never be propped open by residents.

Rochester Christian University is not responsible for damages to personal property in a resident's suite/bedroom, and Residence Life encourages residents to obtain renters insurance. See Health & Safety Inspections, below, for RCU's right to enter and search rooms.

LOCK OUT PROCESS

If residents find themselves locked out of the residence hall and/or their rooms, they should call, in order: their roommate, their suitemate(s), then:

WHEN	CONTACT	PHONE
6:00 AM – 10:00 PM	Resident Assistant on Call	(248) 218-2351
6:00 AM – 10:00 PM	Center for Student Life	(248) 218-2041
Before 6:00 AM or after 10:00 PM	RCU Security	(248) 765-8013

See the Residence Life Guide, Keys & Access section, for the full lockout process and key replacement costs.

GUEST POLICY

AT A GLANCE	DETAILS
Open house hours	12:00 PM to 10:00 PM each day; guests of any gender permitted
Palmer Hall (single residents)	Non-family guests of different genders from 6:00 AM to 1:00 AM
Overnight guest registration	No later than 24 hours before the night of the stay, via the Overnight Guest Form
Guest registration for minors	Returned to Residence Life professional staff at least 48 hours in advance
Same overnight guest	Once a month; no more than two consecutive nights without advance permission

Rochester Christian University allows visitation privileges for its residents, enabling students to interact for academic and social purposes. Guests of any gender are permitted in residents' rooms during designated open house hours (12:00 PM to 10:00 PM each day). These privileges may be revoked at any time for any part of a living area. Residents with guests during open house hours must keep their room door ajar at all times with a doorstop. All guests must be escorted while in the building. The resident hosting a visitor is responsible for all actions of their guest.

Guests of Different Genders: Residents may not have guests of different genders in their rooms except during open house hours, including family members, without permission from a Residence Life professional staff member. Failure to obtain permission may result in disciplinary action, suspension, or loss of housing privileges. Single Palmer Hall residents may have non-family guests of different genders during the hours of 6:00 AM to 1:00 AM. No overnight non-family guests of different genders are permitted in the apartments.

Overnight Guests: Residents may have overnight guests of the same gender provided the guest is not of romantic interest to the resident. Guests of different genders are not allowed overnight guest privileges. Students may only host the same guest overnight once a month, and guests may not stay more than two consecutive nights in a month without advance permission. All overnight guests must be registered no later than 24 hours before the night of their stay via the Overnight Guest Form on the housing portal; a guest registration form for minors must be returned to a Residence Life professional staff member at least 48 hours in advance. Guests under the age 16 years old are not permitted. Residents are responsible for their guests and are subject to disciplinary action, including payment of any damages, if their guest violates University policies. No guests are permitted during the first week of the semester or during finals week unless granted special permission.

QUIET HOURS

Quiet hours are 10:00 PM to 8:00 AM daily. Courtesy hours (keeping noise to a level that doesn't disturb others) apply 24/7, and quiet hours are in effect 24/7 during mid-terms and final exam week.

Noise violations are documented and escalate as follows:

VIOLATION	FINE	SANCTION
1st Violation	Warning	Verbal and/or written warning; documentation filed
2nd Violation	$25	Meeting with a Residence Life staff member to review expectations
3rd Violation	$50	Follow-up meeting with professional staff; may include a community impact statement
4th Violation	$75	Referral to the student conduct process
5th Violation	$100	Housing status review; continued disruption may result in loss of housing privileges

ROOM DECORATIONS, APPLIANCES & PROHIBITED ITEMS

Guidelines for room decorations, appliances, approved items, and prohibited items are found in the Residence Life Guide. Please review the guide before move-in and contact Residence Life with any questions.

HEALTH & SAFETY INSPECTIONS

Rochester Christian University is a private institution on registered private property. To protect the health, safety, and welfare of the residential community, RCU staff may enter and, where reasonable cause exists, search any room or vehicle on campus. Reasons for entry include routine safety/cleanliness/maintenance inspections, suspected violations of RCU, local, state, or federal regulations, and health or safety emergencies. An RCU administrator must approve any search conducted for cause. If, during an inspection, staff discover contraband or evidence of a Code of Conduct or policy violation, the item may be confiscated and the resident(s) referred for further investigation and discipline; evidence of illegal activity may be referred to law enforcement.

Full procedures for maintenance requests, routine inspection notice, and staff room-entry requirements are in the Residence Life Guide.

PETS

For health and sanitation reasons, all pets except small fish in a 10-gallon or smaller tank are prohibited. If animals or pets are found in a resident's room, the animal(s) will be removed and all occupants of the room may be required to pay a fine.

Emotional support and service animals are not "pets" — see the Non-Academic Accommodations section of this handbook for the process to request one.

CLEANING & ROOM CARE

Expectations for furniture, storage, trash, and room cleanliness are found in the Residence Life Guide. Please review the guide and contact Residence Life with any questions.

DAMAGE & BILLING

Residence Life professional staff will charge residents for any damage to the room beyond normal wear and tear not described on the Room Inventory Form at move-in, including any necessary cleaning charges. Damages to common areas of the suite will be split between all residents unless RCU staff can identify the individual(s) responsible. All residents are jointly responsible for the protection of the residence hall, its furnishings and its equipment; Rochester Christian University will investigate unidentified damages, and costs may be passed on to the residents if responsible parties cannot be determined. Disciplinary action may be taken if appropriate.

Charges and fines, which may be added to a student's account, include some of the following: excessive noise, unassembled furniture upon check out, window screen tampering or removal, failure to clean, lost or improper key usage, room change fees, late check-out, improper check-out, damage, etc. Second time offenses will also result in a meeting with a Residence Life professional staff member to clarify expectations. Third time offenses will result in a meeting with Residential Life professional staff or the Dean of Students and may also result in loss of housing privileges. The fine and cost of repairs may be waived at the discretion of Residence Life professional staff and/or the Dean of Students.

COMMUNITY STANDARDS

RESPECT FOR OTHERS

Living in community means residents share responsibility for one another's wellbeing, privacy, and property. See Residential Expectations, above, for the full statement of resident rights and the reciprocal responsibilities that protect those rights for everyone in the building.

COMMUNITY LIVING EXPECTATIONS

Living on campus means participating in a shared environment where respect, communication, and accountability are expected. Residents contribute to the atmosphere of their hall through their behavior and engagement, and are expected to respect roommates and neighbors, follow university housing policies, and maintain reasonable cleanliness and shared responsibility.

Residents are encouraged to discuss expectations early with roommates, including sleep schedules, guests, study habits, and shared space usage — addressing concerns early, being direct but respectful, and involving an RA when needed. When a conflict is difficult to resolve independently, Residence Life staff can assist: residents are encouraged

to attempt a respectful conversation first, contact their RA for support, and pursue formal mediation if needed.

COURTESY & NOISE

Courtesy is expected of every resident 24/7, not only during posted quiet hours — noise should never disrupt another resident's ability to sleep or study. See Quiet Hours, above, for the specific hours and the fine schedule for violations.

SHARED SPACES

Hall Sports

Sport activities are not permitted inside the residence halls. This includes, but is not limited to, throwing objects, rough-housing, and water fights. Active use of bicycles, skateboards/longboards, rollerblades/skates, scooters, or other related equipment is prohibited within campus housing facilities. The use of drones or aerial vehicles is prohibited within all Residence Life facilities and surrounding areas.

Windows

Hanging, climbing, or attempting to climb on/within buildings is prohibited. Throwing, shooting, or dropping any object (including liquids) within or from any residence hall is prohibited. Residents are not permitted to remove window screens.

Pranks

Pranks are considered a serious offense to community living. Individual or group activities that result in disturbances or distress to others or that cause damage or destruction to property are prohibited. Residents who participate in pranks will be referred to Student Conduct.

Business Operation

Residents are not permitted to operate any business within any residence hall. This includes the sale of food, beverages, crafts, selling tickets to pay-per-view events, or other acts of commerce.

PERSONAL RESPONSIBILITY

Failure to Comply: Residents are expected to comply with all reasonable requests and instructions of Residence Life staff members in the performance of their duties, to cooperate with staff, provide accurate information, and properly identify themselves. Residents that fail to identify themselves with student ID or who are disrespectful to staff will be referred to Student Conduct.

Academic Dismissal: Residential students who do not meet RCU's Satisfactory Academic Progress (SAP) policy may not be eligible to remain in campus housing. If a residential student is determined ineligible for campus housing, Residence Life staff will terminate the student's room assignment; the student may appeal and remains responsible for any unpaid Residence Life fees.

PREGNANCY WHILE IN CAMPUS HOUSING

Students who become pregnant while enrolled and living in university housing are not required to withdraw from the university or move out immediately due to pregnancy alone. Pregnant students are encouraged to notify the Residence Life staff and the Center for Student Life as early as they feel comfortable, so the university can provide appropriate support and planning.

- Pregnant residential students may remain in on-campus housing during their pregnancy, provided that they are able to safely navigate their residential environment and they understand that residence halls are not equipped to accommodate parenting after birth.
- Postpartum Housing: Because traditional residence halls are not designed to support the needs of parenting students or infants, students are expected to transition to alternative housing arrangements prior to childbirth. The Senior Resident Director in the Center for Student Life may assist in identifying off-campus housing options and connect students with community or university-based resources, including childcare referrals and transportation options.
- Support Services: Pregnant and parenting students are encouraged to take advantage of available university resources, which may include academic accommodations through the Office of the Registrar and emotional and spiritual support through Campus Ministry and Counseling Services.
- All disclosures related to pregnancy will be handled sensitively and with appropriate confidentiality, consistent with our Christian values of grace, truth, and community care.

RESIDENTIAL PROGRAMMING

RESIDENCE HALL ACTIVITIES

FLOOR MEETINGS

Community updates, safety information, event announcements, and important policy reminders are shared at floor and hall meetings. Meetings are mandatory and will be held at a time when most residents are naturally present in the hall. Absences must be approved in advance by the building Residence Life professional staff member; residents who fail to attend without granting permission may be subject to a fine.

RESIDENTIAL LEADERSHIP

STUDENT LEADERSHIP OPPORTUNITIES WITHIN RESIDENCE LIFE

The Resident Assistant and Senior Resident Assistant roles, below, are the primary formal student leadership positions within Residence Life. Openings and application timelines are announced by Residence Life staff each year.

RESIDENT ASSISTANTS (RAS)

RAs are trained student leaders who live in the residence halls and support community life. They help residents navigate campus resources, build relationships, address concerns, and uphold housing expectations. Residents connect with their RA through floor meetings and events, on-call support, and informal daily interaction.

SENIOR RESIDENT ASSISTANTS (SRAS)

The Senior Resident Assistant (SRA) is a senior student leader who supports and mentors Resident Assistants while serving as a key connection between student staff and professional Residence Life team members. They help strengthen the residential experience by offering guidance, problem-solving support, and leadership within the halls, with occasional duty coverage when needed.

HOUSING BREAKS & CLOSURES

BREAK	WHEN	RESIDENCE HALLS
Fall Break	An extended weekend in October	Remain open
Thanksgiving Break	An extended weekend in November	Remain open
Winter Break	A month-long period between the Fall and Spring semesters	Closed to most students; see below
Spring Break	A week-long break during the Spring semester	Remain open
Summer	Following the end of the Spring semester	Close at 10:00 AM on the Saturday following the end of the semester

During breaks, some campus services (dining, the RA on-call line, the library, and the Center for Student Life) operate on limited hours or are temporarily unavailable. See the Residence Life Guide, General Services, for the full service-availability schedule.

WINTER BREAK

Winter Break is a month-long period between the Fall and Spring semesters. During this time, residence halls are closed to most students, with limited approval granted for those who meet specific eligibility requirements: current residential students who are registered for Spring semester classes, have their Fall balance paid in full, have either

paid their Spring balance in full or submitted a deposit, and are either an international student or an in-season student-athlete who lives more than 40 miles from campus. Students requesting to remain on campus must submit a Winter Break Housing Request through the Housing Portal. All requests are subject to approval by Residence Life.

All residential students must complete the Check Out form in the Housing Portal prior to leaving for Winter Break, regardless of whether they are returning for the Spring semester. Students who are returning for the Spring semester are not required to turn in their room or mailbox keys before break. Students who are not returning for the Spring semester must turn in their keys inside a check-out envelope, placed in their Resident Director's drop box/bucket, following the same check-out process outlined in Check-In & Check-Out Procedures, above.

See the Residence Life Guide, General Services, for the full service-availability schedule during Christmas Break.

SUMMER CLOSING PROCEDURES

CHECK OUT

WITHIN 24 HOURS

of your last final exam of the spring semester

HALLS CLOSE

10:00 AM

on the Saturday following the end of the semester

LATE FEE

$10 PER HOUR

for remaining without prior notification

Students are expected to check out of their assigned room within 24 hours of their last final exam of the spring semester. Residence halls officially close at 10:00 AM on the Saturday following the end of the semester; any student remaining in the residence hall past that time without prior notification will be charged $10 per hour. Students who need to stay past the 10:00 AM check-out time may request a late check-out by completing the Late Check Out form in the Housing Portal. To check out, students must complete the Check Out form in the Housing Portal and return their room and mailbox keys inside a check-out envelope, placed in their Resident Director's drop box/bucket. Before checking out, students must remove all personal belongings from the room, return all university furniture to its original setup, and dispose of trash by taking it to the dumpster — not the residential trash cans. Rooms must be left broom swept, with windows closed and the door locked. Students who do not follow this process will be considered an improper check-out and may be subject to the fines and charges outlined in Damage & Billing, above.

Students who need to remain on campus over the summer must submit a Summer Housing Application to Residence Life in advance. Approval is limited to international students, students who are employed by Rochester Christian University over the summer where that employment necessitates remaining on campus, and students taking in-seat classes for whom living on campus is necessary. Students with an outstanding balance, an unresolved conduct infraction, who are not registered for the Fall semester, or who have not submitted a housing application for Fall will not be considered. Requests are reviewed on a case-by-case basis, and approved students must follow the terms of their approval.

RESIDENTIAL LIFE RESOURCES

MAINTENANCE REQUESTS

If something in a room or building needs to be repaired, residents are responsible for submitting a maintenance request as soon as possible by emailing operations@rcu.edu (with residencelife@rcu.edu cc'd), including the resident's name, hall/room number, a description of the issue, when it started, and any safety concerns. Requests are typically reviewed and assigned within 24–48 hours. For emergencies (flooding, loss of heat, electrical hazards), do not rely on email — contact an RA or the Residence Life On-Call staff immediately, or Campus Security after hours.

Full step-by-step submission instructions are in the Residence Life Guide.

LAUNDRY FACILITIES

Laundry facilities are available in every residence hall, at no charge to residents:

HALL	LAUNDRY	KITCHEN / FURNISHINGS
Alma Gatewood	3 washers, 3 dryers per floor	Per-floor kitchenette (stove, sink, microwave); 2 beds (loft/bunk), walk-in closet or wardrobe, 2 desks, dresser, chair
Ferndale/Hoggatt	5 washers, 6 dryers (1st floor)	Per-wing kitchen (stove, sink, counter space); 2 beds (loft/bunk), 2 wardrobes, 2 desks, 2 dressers, chair
Barbier	Washer/dryer, 1st floor	Community bathroom with private showers; 2 beds (loft/bunk), 2 wardrobes, 2 desks, 2 chairs
Palmer	5 washers, 6 dryers (Ferndale/Hoggatt 1st floor)	Studio apartments; 4 units with kitchenette (refrigerator, stove, counter, cabinets), walk-in closet, small bathroom

MAIL & PACKAGE INFORMATION

Campus Mail: Mail for residential students is received on campus at the central mail sorting facility in the Richardson Academic Center (RAC). The Mailroom Manager sorts and distributes the mail within each residence hall. If residents are experiencing problems with the mail, please contact the Mailroom Manager.

UPS, FedEx and DHL Packages: Packages shipped by UPS, FedEx or DHL are delivered directly to the mailroom in the Richardson Academic Center by the carrier. Once received, packages are logged and residents receive an email from campus mail personnel. When having items shipped, please use the following address format:

SHIP PACKAGES TO

[Student's Full Name]
800 W Avon Rd
Rochester Hills, MI 48307

Replace **[Student's Full Name]** with the resident's name. Everything else stays exactly as shown.

While the campus mail office personnel take reasonable precautions with incoming packages, the mailing office and its personnel cannot be responsible for the replacement cost of missing packages, including those signed for by campus mail personnel. Because space is limited, residents should pick up packages in a timely manner; only the person to whom the package is addressed may retrieve it.

RESIDENCE HALL AMENITIES

See Residence Hall Community, above, for a full description of each hall. At a glance, each hall offers laundry facilities (see Laundry Facilities, above), a shared kitchen or kitchenette, and furnished rooms (two beds, desks, and storage per room, with loft/bunk capability).

RESIDENTIAL LIFE FORMS & PROCEDURES

HOUSING FORMS

The forms residents most commonly need, and where to find them:

FORM	PURPOSE	WHERE TO FIND IT
Part-Time Student Housing Appeal Form	Request to remain in housing while enrolled below 12 credit hours	RCU Housing Portal
Room Inventory Form	Document pre-existing room condition/damage at move-in	Sent to your RCU email before check in
Overnight Guest Form	Register an overnight guest at least 24 hours in advance	Housing Portal
Private Room Request	Join the private room waiting list	Housing Portal
Late Check Out Request	Request to remain in the dorms after check out for Winter & Summer break.	Housing Portal
Check Out Form	Form submitted to inform Residence Life you have left the residence hall for break	Housing Portal
Winter Break Housing Application	Request to remain on campus during Winter/Christmas Break	Request in Housing Portal
Accommodation Request Form	Meal plan exemption/modification or other ADA accommodation	Housing Portal
Lost Key Form	Report a lost or stolen room/mailbox key	Housing Portal
Incident Report	Document stolen/misplaced personal property	Submit to Residence Life professional staff

OTHER PROCEDURES

PROCEDURE	WHAT TO KNOW
Room Change Requests	Requests need the signatures of all parties involved and Residence Life approval. See Room Changes
Incident Reports	All personal property of residential students is solely the resident's responsibility; Rochester Christian University is not liable for property loss or damage under any circumstances, including theft, fire, water, or other casualty loss. Residents should complete an Incident Report and submit it to Residence Life professional staff if items are stolen or misplaced, in order to document the situation for insurance claims and make the university aware of the incident. Students are also encouraged to file a report with local authorities when theft occurs. Residence Life strongly recommends residential students purchase rental insurance or a modified homeowner's policy.
Maintenance Requests	How to submit a request and what to include. See Residential Life Resources > Maintenance Requests
Emergency Contact Information	Residents provide an emergency contact and a separate missing person contact during the Housing Application process. Both are kept confidential; the emergency contact may be reached any time RCU deems it appropriate, and the missing person contact is used only for the purpose of a missing person report. See Health & Safety > Missing Student Notification

HEALTH & SAFETY

EMERGENCY PROCEDURES

In the event that an emergency arises, it is the goal of Rochester Christian University and Residence Life professional staff that all residents are fully prepared and know what to do and how to respond. Resident Assistants will meet with all students at the beginning of each contract term to review emergency protocols. Residents should be aware of all protocols and take all alarms, threats, and warnings seriously.

BOMB THREAT

- Students will be evacuated immediately from the building. Residents should stand at least 100 feet from all buildings.
- No one may re-enter the building until clearance is given by Rochester Christian University professional staff or the Residence Life professional staff.
- Should it be determined the threat was intentionally fraudulent and the individual responsible is a student, the University will initiate immediate disciplinary action and refer the student for criminal prosecution.

CAMPUS LOCKDOWN

e2Campus is Rochester Christian University's emergency notification service, used to send safety alerts and advisory messages immediately to all phone numbers provided by RCU students, faculty, and staff. During a campus lockdown, residents are asked to remain where they are, lock doors to bedrooms, stay clear of windows, and wait until an all-clear message is sent through the e2Campus system or by Rochester Christian University professional staff. If a resident feels that he/she is in immediate danger and is unable to relocate, the resident should call 911.

FIRE SAFETY

Candles, incense, grills, toaster ovens, space heaters, halogen lamps, and any open-flame devices are prohibited in the halls (see Appliances & Prohibited Items). Residents found violating this policy will be fined and/or disciplined, including possible loss of housing privileges. Mandatory fire drills occur each semester in each hall.

All bedrooms and common areas are equipped with heat detectors. Should the heat detector in a resident bedroom go off, it will trigger the entire building system. When the fire alarm is triggered, residents should exit their room, pull the door to their bedroom and suite shut (to prevent the fire from spreading), and exit the building — always as if it is a real fire, never assuming it's a drill.

Knowingly or negligently causing or attempting to cause a fire in a University building and initiating or causing to be initiated any false alarm, report, warning, or threat of fire, explosion, or other emergency is prohibited and a cause for disciplinary action. Misuse or damage to fire safety equipment such as fire extinguishers, exit signs, first aid kits, or emergency supplies is also prohibited. Failure to evacuate the building during fire drills or fire alarm activations is cause for disciplinary action.

Fire extinguisher use (Pull, Aim, Squeeze, Sweep) and full evacuation/shelter steps are covered by RAs during hall fire drills each semester — see the Residence Life Guide for the complete reference.

EVACUATION PROCEDURES

When a fire alarm sounds, students should always respond as if it is a real fire and immediately exit the building using the nearest exit and stairs (never elevators), proceeding to their building's designated assembly point and remaining there until an all-clear is given or residents are instructed that they may return.

Full step-by-step evacuation procedures, including building-specific assembly points, are in the Residence Life Guide.

SEVERE WEATHER PROCEDURES

In the case of severe weather or a tornado, residents will be directed by a Resident Assistant or a Residence Life professional staff member to the stairways and/or the building's basement. Suitemates should check to make sure other suitemates are exiting their room. Residents should take keycards and close all doors. Flashlights are not provided by Residence Life; residents should consider obtaining flashlights for their suite in the event of a power outage or extreme weather. Candles are prohibited.

See the Residence Life Guide for full tornado, thunderstorm, winter storm, flooding, and power outage procedures.

MEDICAL EMERGENCIES

In the event of an emergency on campus, call 911 if using an on-campus phone to reach local or county emergency services. Also contact Campus Security at 248.765.8013 or x2911 from any on-campus phone and, if residence hall related, also contact a Resident Assistant or a Residence Life professional staff immediately.

See Housing Eligibility, above, for the additional medical-release and emergency-contact requirements that apply to minor residents.

MISSING STUDENT NOTIFICATION

A missing person is anyone whose absence is contrary to his/her usual pattern of behavior, and it is suspected that unusual circumstances may have caused the absence. Residence Life will ask residents to provide a missing person contact during the Housing Application process. This information will be stored separate from the emergency contact information collected and will only be used for the purpose of a missing person report. Residence Life will first attempt to locate the individual. If Residence Life staff is unable to contact the individual, the missing person contact provided by the student will be notified within 24 hours of determining the student is missing. Residence Life will also contact the parent of any student under the age of 18.

Residence Life may also contact individuals identified by a resident as emergency contacts at any time Rochester Christian University deems such contact appropriate.

CAMPUS SECURITY

Campus Security can be reached at (248) 765-8013 or x2911 from any on-campus phone, and should be contacted for after-hours lockouts, severe weather emergencies, and any situation where a resident is in immediate danger. See Residence Hall Access & Security, above, for lock and key policy, and Health & Safety Inspections, above, for RCU's room entry and search authority.

FACILITY MAINTENANCE REQUESTS

Rochester Christian University staff may enter suites and inspect common areas, bedrooms, and bathrooms in the course of routine maintenance inspections and to respond to submitted work requests. RCU will attempt to provide residents with at least 24-hours' notice before conducting a routine inspection, but this may not always be possible.

> *See Residential Life Resources > Maintenance Requests, below, for how to submit a request, and the Residence Life Guide for the full room-entry and inspection procedure.*

SECTION THREE

OFFICE OF THE DEAN OF STUDENTS

A Message from the Dean of Students

How the Office Supports Students

Student Rights & Responsibilities

Student Code of Conduct

Student Conduct Process

Student Safety & Well-Being

Title IX

Student Privacy & FERPA

Campus Security & Compliance

Student Government Association (SGA)

Student Complaints & Grievances



A MESSAGE FROM THE DEAN OF STUDENTS

Welcome to Rochester Christian University.

Your years at RCU will shape far more than your education. They will shape your character, your relationships, your faith, and the person you are becoming. Throughout that journey, the Office of the Dean of Students exists to support, challenge, encourage, and walk alongside you.

Whether you are celebrating successes, navigating personal challenges, seeking guidance, or working through a difficult situation, our commitment is to help you grow with integrity, resilience, and purpose. We believe every interaction is an opportunity for learning, every challenge is an opportunity for growth, and every student is worthy of dignity, respect, and compassionate care.

Our hope is that your time at Rochester Christian University prepares you not only for a successful career, but for a life of faithful leadership and service to Christ.

It is our privilege to serve you, and we look forward to partnering with you throughout your RCU journey.

Vance K. Jackson, Jr., MSW

Dean of Students & Title IX Coordinator

Rochester Christian University

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248-218-2045

HOW THE OFFICE SUPPORTS STUDENTS

The Office of the Dean of Students serves students in many different ways throughout their university experience. Our goal is to remove barriers to student success while fostering a campus culture built on integrity, respect, responsibility, and Christian community.

Student Success

We work collaboratively with faculty, staff, and campus departments to help students navigate academic, personal, financial, and behavioral challenges that may affect their ability to succeed.

Support may include:

- Connecting students with campus and community resources.
- Assisting students through personal or family emergencies.
- Coordinating care during times of crisis.
- Helping students develop plans for continued academic success.
- Supporting students returning after hospitalization, leave, or suspension.
- Providing guidance through University processes and procedures.

Student Advocacy

The Office of the Dean of Students serves as a student advocate by helping students understand University policies, access available resources, and navigate complex situations.

Advocacy means ensuring students are heard, treated fairly, and connected with the appropriate support while encouraging personal responsibility and self-advocacy throughout the process.

Accountability

Accountability is an important part of student growth. The Office of the Dean of Students seeks to address concerns in ways that are educational, restorative, and consistent with the mission of Rochester Christian University.

When students make mistakes, our goal is not simply to impose consequences, but to help them understand the impact of their choices, repair harm when appropriate, and continue growing as responsible members of the University community.

Community Life

Healthy communities are built on shared responsibility. The Office of the Dean of Students works to cultivate a campus culture where students treat one another with dignity, respect, compassion, and integrity while contributing positively to the life of the University.

Every student plays an important role in creating a community where learning, belonging, and personal growth can flourish.

STUDENT RIGHTS & RESPONSIBILITIES

Membership in the Rochester Christian University community carries both meaningful rights and important responsibilities. Every student contributes to the culture of the University through their choices, relationships, and participation in campus life.

As a Christ-centered institution, Rochester Christian University is committed to fostering a community where students are treated with dignity and respect while accepting responsibility for their actions. The rights outlined below protect fairness, access, and participation within the University community. The accompanying responsibilities reflect our shared commitment to creating an environment where every student can learn, grow, and flourish.

Students are expected to become familiar with the Student Handbook, the Student Code of Conduct, Residence Life policies, academic policies, and other applicable University expectations.

COMMUNITY EXPECTATIONS

Rochester Christian University is a voluntary community of learning, faith, and personal growth. By choosing to enroll, students accept the responsibility of contributing to a campus culture shaped by the University's mission, values, and community standards.

Community expectations apply in classrooms, residence halls, athletic facilities, online environments, University-sponsored activities, off-campus programs, and other situations where student conduct may substantially affect the University community or its mission.

As members of the RCU community, students are expected to:

- Treat others with dignity, respect, and compassion.
- Respect the rights, property, and well-being of others.
- Follow University policies and applicable laws.
- Cooperate honestly with University officials.
- Represent Rochester Christian University with integrity both on and off campus.
- Demonstrate honesty and integrity in both academic and personal conduct.
- Take responsibility for personal choices and actions.
- Contribute to a safe, welcoming, and inclusive learning environment.
- Seek assistance when personal challenges interfere with academic success or personal well-being.

STUDENT RIGHTS

Every student enrolled at Rochester Christian University is entitled to be treated fairly and with respect. Subject to applicable law and University policy, students have the right to:

Dignity & Respect

To be treated with dignity, fairness, and respect regardless of the circumstances surrounding a concern or conduct matter.

A Safe Learning Environment

To learn, live, and participate in a campus community that is committed to safety and free from unlawful discrimination, harassment, intimidation, and violence.

Access to Information

To receive clear information regarding University policies, procedures, expectations, and available student resources.

Fair Process

To receive notice of alleged policy violations and an opportunity to respond through established University procedures.

Privacy

To the privacy of education records as provided by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws.

Support & Advocacy

To seek guidance and support from appropriate University offices while navigating academic, personal, or disciplinary concerns.

Freedom of Expression

To express ideas and perspectives in a manner that respects the rights of others and is consistent with the mission and values of Rochester Christian University.

Complaint & Appeal

To raise concerns, submit complaints, and pursue available appeal processes without fear of retaliation for making a good-faith report.

Access to Resources

To access available academic, counseling, accessibility, health, pastoral, safety, and student support services provided by the University.

STUDENT RESPONSIBILITIES

Along with these rights, every student shares responsibility for maintaining the integrity of the Rochester Christian University community.

Students are expected to:

Know University Policies

Read, understand, and comply with University policies and procedures. Lack of familiarity with a policy does not excuse a violation.

Act with Integrity

Demonstrate honesty in academic work, personal interactions, and all communications with the University.

Respect Others

Honor the dignity, rights, property, beliefs, and personal boundaries of every member of the University community.

Accept Accountability

Take responsibility for personal decisions and participate honestly in University processes.

Cooperate with University Officials

Comply with reasonable requests made by authorized University personnel acting within the scope of their responsibilities.

Promote Community Safety

Avoid behavior that threatens, intimidates, harasses, or endangers others or disrupts the educational environment.

Report Serious Concerns

Promptly report behavior that poses a significant risk to individuals or the campus community, including threats, violence, harassment, discrimination, hazing, or sexual misconduct.

Maintain Accurate Information

Keep personal contact information current and respond to official University communications in a timely manner.

Seek Help When Needed

Take advantage of available campus resources when personal, academic, emotional, or financial challenges interfere with success.

COMMUNITY STANDARDS

The Rochester Christian University community is built upon five foundational competencies that guide how we learn, lead, and live together.

Character

Living with honesty, integrity, humility, responsibility, and faithfulness.

Compassion

Treating others with empathy, kindness, grace, patience, and genuine care.

Conduct

Making wise decisions that reflect personal responsibility, Christian conviction, and respect for others.

Community

Contributing to a culture of belonging, mutual accountability, collaboration, and shared purpose.

Competence

Pursuing excellence, stewarding opportunities well, and faithfully developing the knowledge, skills, and gifts entrusted to you.

These competencies serve as guiding principles for life at Rochester Christian University. They are not expectations of perfection, but commitments to continual growth, personal responsibility, and Christ-centered formation.

STUDENT CODE OF CONDUCT

The Student Code of Conduct establishes the expectations for student behavior at Rochester Christian University. These standards exist to protect the safety, dignity, and well-being of our campus community while supporting student learning, personal responsibility, and Christ-centered formation.

Enrollment at Rochester Christian University is voluntary. By choosing to become part of the University community, students accept the responsibility of conducting themselves in a manner consistent with the University's mission, values, policies, and community standards.

THE STUDENT CODE OF CONDUCT APPLIES TO UNDERGRADUATE, GRADUATE, AND PROFESSIONAL STUDENTS AND GOVERNS BEHAVIOR OCCURRING:

- On University property.
- At University-sponsored or University-affiliated activities.
- During academic, athletic, service-learning, internship, or study-away experiences.
- In online environments when conduct substantially affects the University community.
- Off campus when behavior adversely impacts the safety, well-being, or mission of the University.

Students who observe behavior that may violate University policy are encouraged to report their concerns to the appropriate University official.

INTEGRITY

Integrity is the foundation of a healthy Christian community. Students are expected to demonstrate honesty, responsibility, and ethical behavior in all aspects of University life.

VIOLATIONS INCLUDE, BUT ARE NOT LIMITED TO:

- Academic dishonesty, including cheating, plagiarism, and falsification of academic work.
- Filing false complaints or reports.
- Unauthorized access to University facilities or misuse of University keys, identification cards, or access credentials.
- Providing false information to University officials.
- Forging or altering University documents, records, or identification.
- Theft, attempted theft, possession of stolen property, or collusion in policy violations.

COMMUNITY

Every member of the Rochester Christian University community shares responsibility for creating an environment where learning, belonging, and personal growth can flourish.

VIOLATIONS INCLUDE, BUT ARE NOT LIMITED TO:

- Disruptive or disrespectful behavior.
- Unauthorized entry into University facilities.
- Damage or destruction of property.
- Gambling.
- Violations of the University's tobacco-free campus policy.
- Unauthorized animals.
- Unauthorized solicitation.
- Disorderly conduct.
- Unauthorized use of University names, trademarks, or logos.
- Misuse of technology or University information systems.
- Unauthorized possession of weapons or dangerous objects.
- Fire safety or life-safety violations.
- Residence Life policy violations.

RESPECT

Students are expected to recognize the inherent dignity and worth of every individual while fostering relationships characterized by respect, compassion, and personal responsibility.

VIOLATIONS INCLUDE, BUT ARE NOT LIMITED TO:

- Physical harm or threats.
- Abuse, bullying, intimidation, or harassment.
- Hazing.
- Sexual harassment, sexual misconduct, stalking, dating or domestic violence, and other behaviors governed by the University's Title IX Policy.
- Sexual impropriety inconsistent with the University's Christian mission.
- Inappropriate dress or language that substantially conflicts with University expectations.

RESPONSIBILITY

Students are entrusted with a high level of personal responsibility as members of the Rochester Christian University community.

VIOLATIONS INCLUDE, BUT ARE NOT LIMITED TO:

- Alcohol policy violations.
- Drug policy violations.
- Failure to comply with reasonable directions from University officials.
- Conduct unbecoming of an RCU student.
- Violations of published University policies.
- Violations of local, state, or federal law.
- Passive participation in prohibited conduct.

SOCIAL JUSTICE & COMMUNITY RESPONSIBILITY

Rochester Christian University is committed to cultivating a community where every individual is treated with dignity and respect.

Students are expected to contribute to an environment free from discrimination, harassment, retaliation, and abuse of University processes.

VIOLATIONS INCLUDE, BUT ARE NOT LIMITED TO:

- Discrimination.
- Failure to respond appropriately to known policy violations.
- Abuse of the student conduct process.
- False complaints.
- Interference with investigations or hearings.
- Failure to comply with disciplinary outcomes.

ACADEMIC INTEGRITY

Academic integrity is central to the educational mission of Rochester Christian University. Students are expected to complete all academic work honestly and ethically while giving proper credit to the work of others.

ACADEMIC DISHONESTY INCLUDES, BUT IS NOT LIMITED TO:

- Cheating.
- Fabrication or falsification of information.
- Unauthorized collaboration.
- Plagiarism.
- Facilitating academic dishonesty.
- Multiple submission of the same work without instructor approval.

Specific academic procedures and sanctions are outlined in the University Catalog and may also result in action through the Student Conduct Process when appropriate.

STUDENT CONDUCT PROCESS

The Student Conduct Process exists to provide a fair, educational, and restorative response when concerns arise regarding student behavior. The process is designed to promote accountability, encourage personal growth, repair harm when appropriate, and support the well-being of both the individual student and the University community.

Students involved in the conduct process can expect to be treated with dignity, fairness, and respect while being given the opportunity to share their perspective and actively participate in the resolution of the matter.

REPORTING A CONCERN

Any member of the University community may report an alleged violation of the Student Code of Conduct. Reports may be submitted by students, faculty, staff, Campus Security, Residence Life staff, or other appropriate University officials.

Once a report is received, the Office of the Dean of Students will review the available information and determine the appropriate next steps.

Please report all conduct issues and concerns to The Office of the Dean of Students.

CONDUCT REVIEW PROCESS

While every situation is unique, the conduct process generally includes the following steps:

1

Incident Review

The Office of the Dean of Students reviews the reported concern and any available information to determine the appropriate response.

2

Student Meeting

Students will be invited to meet with a University representative to discuss the situation and share their perspective. Conduct conversations are intended to be respectful, educational, and focused on understanding what occurred.

Students may be asked questions such as:

- What happened?
- How has this situation affected you or others?
- What do you think needs to happen to move forward successfully?

3

Information Gathering

When appropriate, additional information may be gathered from faculty, staff, Residence Life personnel, Campus Security, witnesses, or other individuals with relevant knowledge of the situation.

4

Resolution

After reviewing all available information, the University will determine whether a violation of the Student Code of Conduct occurred and, if appropriate, assign educational outcomes, restorative measures, or disciplinary sanctions.

Students will receive written notification of the outcome, including any expectations, deadlines, and information regarding the appeal process.

RESTORATIVE RESOLUTION

Whenever appropriate, Rochester Christian University seeks to resolve conduct concerns through restorative practices that encourage learning, accountability, and reconciliation.

In situations where another individual or community has been affected, students may be invited to participate in a restorative conversation facilitated by a trained University staff member. These conversations provide an opportunity to acknowledge harm, accept responsibility, repair relationships where possible, and develop a plan for

moving forward.

Participation in restorative conversations is voluntary for all involved parties and may not be appropriate in every situation.

EDUCATIONAL OUTCOMES & SANCTIONS

When a student is found responsible for violating University policy, the Office of the Dean of Students may assign educational outcomes, restorative measures, or disciplinary sanctions based on the nature and severity of the behavior.

POSSIBLE OUTCOMES MAY INCLUDE:

- Educational assignments
- Reflection papers or projects
- Community service
- Restitution for damages
- Behavioral agreements
- Loss of privileges
- Residence Life sanctions
- Disciplinary warning
- Disciplinary probation
- Suspension
- Expulsion

Whenever possible, outcomes are intended to promote learning, personal responsibility, restoration, and continued student success.

STUDENT CONDUCT STATUS

Depending on the nature and severity of the violation, students may be assigned one of the following conduct statuses:

LESS SEVERE — MORE SEVERE

1	**Warning**	– A formal notice that University expectations were not met.
2	**Disciplinary Probation**	– A period of increased accountability during which future violations may result in more significant sanctions.
3	**Zero Tolerance Status**	– A final opportunity to remain enrolled while demonstrating immediate and sustained improvement.
4	**Suspension**	– Temporary separation from the University for a specified period.
5	**Expulsion**	– Permanent separation from Rochester Christian University.

The University reserves the right to determine the appropriate conduct status based on the specific circumstances of each case.

APPEALS

Students have the right to appeal eligible conduct decisions in accordance with University policy.

Appeals are intended to determine whether:

1. A significant procedural error affected the outcome.
2. New information has become available that could substantially impact the decision.
3. The assigned sanction is clearly disproportionate to the violation.

Appeals must be submitted within the timeframe outlined in the conduct outcome letter. Decisions rendered through the appeal process are considered final.

INTERIM MEASURES

When necessary to protect the safety and well-being of individuals or the University community, the Dean of Students may implement temporary interim measures while a matter is under review.

Interim measures are not disciplinary sanctions and may include temporary restrictions, housing modifications, no-contact directives, or other reasonable actions intended to maintain safety and support the conduct process.

STUDENT RECORDS & CONFIDENTIALITY

Student conduct records are maintained in accordance with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws and University policies.

Conduct information is shared only with individuals who have a legitimate educational interest or as otherwise permitted by law.

ADDITIONAL FERPA INFORMATION

For additional information regarding the Family Educational Rights and Privacy Act (FERPA), including student privacy rights and federal guidance, students may visit the U.S. Department of Education's Student Privacy Policy Office. The Student Privacy Policy Office administers and enforces FERPA and provides resources for students and educational institutions.

U.S. Department of Education — Student Privacy Policy Office

https://studentprivacy.ed.gov/ferpa

Website for printed copies:

studentprivacy.ed.gov/content/family-educational-rights-and-privacy-act

STUDENT SAFETY & WELL-BEING

Rochester Christian University is committed to providing a safe, caring, and Christ-centered learning environment where students can flourish academically, personally, emotionally, and spiritually. The Office of the Dean of Students works collaboratively with campus partners to identify concerns early, provide coordinated support, and respond appropriately to situations that may affect student well-being or community safety.

Students are encouraged to seek assistance for themselves or others whenever concerns arise. Asking for help is a sign of strength and an important part of maintaining a healthy campus community.

STUDENT CARE & SUPPORT

The Office of the Dean of Students partners with faculty, staff, Residence Life, Campus Security, Counseling Services, and other University departments to provide coordinated care for students experiencing academic, emotional, behavioral, medical, or personal challenges.

SUPPORT MAY INCLUDE:

- Student advocacy
- Resource referrals
- Academic support planning
- Ongoing case management
- Care coordination
- Crisis response
- Return-to-campus planning

Whenever possible, the University seeks to identify concerns early and provide support before challenges become crises.

BEHAVIORAL INTERVENTION TEAM (BIT)

The Behavioral Intervention Team (BIT) is a multidisciplinary team that reviews reports involving students whose behavior may indicate a risk to themselves, others, or the University community.

The team's purpose is to:

- **Assess potential risks.**
- **Coordinate appropriate support services.**
- **Develop intervention strategies.**
- **Promote student well-being.**
- **Enhance Campus Security.**

Behavioral Intervention is intended to be supportive rather than punitive and focuses on helping students access the resources necessary for success whenever possible.

CARE REFERRALS

Faculty, staff, students, and community members are encouraged to submit a CARE referral whenever they are concerned about a student's well-being.

CARE REFERRALS MAY BE APPROPRIATE WHEN A STUDENT IS EXPERIENCING:

- Significant emotional distress
- Financial hardship
- Concerning changes in behavior
- Mental health concerns
- Housing instability
- Food insecurity
- Academic struggles
- Family or personal crises
- Other circumstances affecting student success

CARE referrals allow the University to coordinate resources and connect students with appropriate support services.

CAMPUS SECURITY

Maintaining a safe campus is a shared responsibility. Students are encouraged to remain aware of their surroundings, report safety concerns promptly, and cooperate with University officials during emergencies.

Campus Security works closely with the Office of the Dean of Students, Residence Life, and local emergency responders to promote a safe learning environment through prevention, education, emergency response, and ongoing support.

Students should immediately report emergencies, suspicious activity, threats, or situations that may place members of the University community at risk.

TITLE IX

STATEMENT OF NON-DISCRIMINATION

Rochester Christian University is committed to providing an educational environment consistent with its mission and applicable law.

The University prohibits unlawful discrimination, harassment, and retaliation as described in its official nondiscrimination and Title IX policies.

The University's official policies identify protected categories, jurisdiction, definitions, reporting procedures, grievance processes, and available resources.

Questions concerning Title IX may be directed to the University's Title IX Coordinator or other designated University official.

SEXUAL MISCONDUCT POLICY

Rochester Christian University prohibits sexual misconduct as defined by applicable University policy.

Prohibited conduct may include:

- **Sexual harassment**
- **Sexual assault**
- **Dating violence**
- **Domestic violence**
- **Stalking**
- **Sexual exploitation**
- **Retaliation**
- **Other sex-based misconduct**

Consent must be informed, freely given, mutual, and communicated through words or actions. Consent cannot be obtained through force, coercion, intimidation, incapacitation, or abuse of authority.

The University's official Title IX and sexual misconduct policies should be consulted for controlling definitions, procedures, and requirements.

REPORTING OPTIONS

STUDENTS MAY REPORT SEX DISCRIMINATION, SEXUAL HARASSMENT, SEXUAL MISCONDUCT, STALKING, DATING VIOLENCE, DOMESTIC VIOLENCE, OR RETALIATION TO:

- The Title IX Coordinator
- Campus Security
- Local law enforcement
- Another reporting option identified in University policy
- The Office of the Dean of Students
- A designated University official
- Emergency services

Students may also seek confidential support from designated confidential resources, when available.

Except for designated confidential resources, many University employees may be required to share reports with the Title IX Coordinator or another appropriate University official.

Students are not required to pursue a criminal complaint in order to request University support.

SUPPORTIVE MEASURES

Supportive measures are individualized services offered to support a student's safety, access, and participation in University programs and activities.

SUPPORTIVE MEASURES MAY INCLUDE:

- Academic flexibility
- No-contact directives
- Medical referrals
- Increased security measures
- Course or schedule adjustments
- Campus escort arrangements
- Work or activity modifications
- Restrictions on access to certain locations
- Housing changes
- Counseling referrals
- Transportation assistance
- Other appropriate support

Supportive measures may be available regardless of whether a formal complaint is filed.

Supportive measures are not intended to unreasonably burden another person and are not a substitute for disciplinary sanctions following a finding of responsibility.

INVESTIGATION PROCESS

When a formal Title IX or sexual misconduct process is initiated, the University follows the procedures established in the applicable policy.

The process may include:

1. Initial assessment
2. Outreach to the reporting party
3. Offer of supportive measures
4. Determination of jurisdiction
5. Written notice
6. Investigation
7. Interviews
8. Evidence review
9. Opportunity for the parties to respond
10. Hearing or decision-making process when required
11. Written determination
12. Appeal

The University seeks to provide a process that is prompt, fair, impartial, and respectful of all participants.

The specific process may depend on the nature of the alleged conduct, applicable law, and the University policy in effect at the time.

RESOURCES

STUDENTS AFFECTED BY SEXUAL MISCONDUCT, DISCRIMINATION, HARASSMENT, STALKING, DATING VIOLENCE, OR DOMESTIC VIOLENCE MAY SEEK ASSISTANCE FROM:

- The Title IX Coordinator
- Campus Security
- Medical providers
- Local law enforcement
- Crisis support organizations
- The Office of the Dean of Students
- Counseling or wellness services
- Pastoral or spiritual care
- Community advocacy organizations
- Other confidential or non-confidential resources identified by the University

COMPLETE TITLE IX POLICY

The University's complete Title IX Policy contains the controlling definitions, procedures, reporting information, grievance processes, contact information, and available resources. Students are encouraged to review the current Title IX Policy for complete information regarding their rights, responsibilities, reporting options, and available support.

STUDENT PRIVACY & FERPA

YOUR RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) protects the privacy of student education records and provides eligible students with certain rights related to those records.

These rights generally include:

1. The right to inspect and review education records
2. The right to request correction of records believed to be inaccurate or misleading
3. The right to provide consent before certain disclosures
4. The right to file a complaint with the appropriate federal authority
5. The right to receive notice of the University's FERPA practices

FERPA rights ordinarily transfer from the parent to the student when the student attends a postsecondary institution or otherwise becomes an eligible student under applicable law.

STUDENT RECORDS

Education records may include records maintained by the University that are directly related to a student.

EXAMPLES MAY INCLUDE:

- Academic records
- Financial aid records
- Housing records
- Certain student employment records
- Enrollment records
- Student conduct records
- Advising records
- Other records maintained by University offices

Not every record associated with a student is necessarily an education record under FERPA. The University determines record status in accordance with applicable law and University policy.

Students seeking access to their education records should follow the University's established request process.

DIRECTORY INFORMATION

The University may designate certain categories of student information as directory information.

DIRECTORY INFORMATION MAY INCLUDE ITEMS SUCH AS:

- Student name
- Enrollment status
- Dates of attendance
- Participation in officially recognized activities or athletics
- University email address
- Major or program
- Degrees or honors received
- Other information designated by the University

The University may disclose directory information without prior written consent unless the student submits a timely request to restrict disclosure in accordance with University procedures.

Restricting directory information may affect the University's ability to verify enrollment, recognize achievements, publish honors, or include the student in public communications.

RELEASE OF INFORMATION

The University generally requires written student authorization before releasing personally identifiable information from education records unless an exception applies.

PERMITTED DISCLOSURES MAY INCLUDE DISCLOSURES TO:

- University officials with legitimate educational interests
- Certain government or accrediting authorities
- Appropriate persons during a health or safety emergency
- Parents in circumstances permitted by law
- Other institutions in connection with enrollment or transfer
- Financial aid entities
- Parties acting under a valid subpoena or court order
- Other persons or entities authorized under FERPA

Students who wish for the University to communicate with a parent, guardian, spouse, attorney, advocate, or other third party may be required to complete a written authorization.

A release does not obligate the University to disclose every requested record or to include the authorized individual in every institutional decision.

ADDITIONAL FERPA INFORMATION

For additional information regarding the Family Educational Rights and Privacy Act (FERPA), including student privacy rights and federal guidance, students may visit the U.S. Department of Education's Student Privacy Policy Office. The Student Privacy Policy Office administers and enforces FERPA and provides resources for students and educational institutions.

U.S. Department of Education — Student Privacy Policy Office

https://studentprivacy.ed.gov/ferpa

WEBSITE FOR PRINTED COPIES

studentprivacy.ed.gov/content/family-educational-rights-and-privacy-act

CAMPUS SECURITY & COMPLIANCE

Rochester Christian University is committed to maintaining a safe campus environment and providing students with timely information regarding campus safety, emergencies, and crime reporting.

THE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires covered institutions to disclose specified information regarding campus crime, security policies, emergency response, and related matters.

Rochester Christian University seeks to comply with applicable Clery Act requirements through coordinated reporting, recordkeeping, notification, and publication processes.

Members of the University community who have designated reporting responsibilities must promptly share reportable information with the appropriate University official.

ANNUAL SECURITY REPORT

THE UNIVERSITY PUBLISHES AN ANNUAL SECURITY REPORT CONTAINING INFORMATION SUCH AS:

- Campus crime statistics
- Emergency response and evacuation information
- Emergency notification procedures
- Missing student notification procedures
- Alcohol and drug policies
- Contact information for reporting and support
- Crime-reporting procedures
- Timely warning procedures
- Safety and security policies
- Policies related to sexual assault, dating violence, domestic violence, and stalking
- Fire safety information, when applicable

The Annual Security Report is made available in accordance with applicable law and University procedures.

CRIME REPORTING

Students, employees, and visitors are encouraged to promptly report criminal behavior, suspected criminal activity, and serious safety concerns.

REPORTS MAY BE MADE TO:

- Campus Security
- Local law enforcement
- Emergency services
- A Campus Security Authority
- The Office of the Dean of Students
- Another designated University official

PROMPT REPORTING HELPS THE UNIVERSITY:

- Respond to emergencies
- Provide support
- Preserve evidence
- Evaluate the need for warnings or notifications
- Meet applicable reporting obligations
- Protect the campus community

Individuals should report factual information and avoid interfering with an active emergency or investigation.

EMERGENCY NOTIFICATIONS

The University may issue emergency notifications when there is a confirmed significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community.

NOTIFICATIONS MAY BE DISTRIBUTED THROUGH:

- Text message
- University email
- Public-address systems
- University websites
- Mobile applications
- Social media
- Digital signage
- Other official communication methods

EMERGENCY NOTIFICATIONS MAY INCLUDE:

- The nature of the emergency
- Areas affected
- Actions students should take
- Evacuation or shelter instructions
- Additional safety information
- Notice that the emergency has ended

Students are responsible for maintaining current contact information and monitoring official University communications.

CAMPUS SECURITY CONTACT INFORMATION

For current Campus Security contact information, reporting procedures, and emergency resources, students should refer to the University's official Campus Security information and the Annual Security Report.

911 **In an immediate or life-threatening emergency, call 911.**

STUDENT GOVERNMENT ASSOCIATION (SGA)

The Student Government Association (SGA) serves as the official student representative body of Rochester Christian University. SGA exists to strengthen the student experience by representing student voices, encouraging leadership development, promoting campus engagement, and fostering collaboration between students and University leadership.

As a student-led organization, SGA works to build a campus community where students are encouraged to contribute ideas, serve others, and participate in shaping student life.

PURPOSE

THE STUDENT GOVERNMENT ASSOCIATION EXISTS TO:

- Represent the interests and perspectives of the student body.
- Promote communication between students and University leadership.
- Encourage student leadership and civic responsibility.
- Support campus traditions, programs, and initiatives.
- Foster a positive, engaged, and Christ-centered campus community.

STUDENT REPRESENTATION

SGA serves as a voice for the student body by gathering student feedback, identifying areas for improvement, and advocating for initiatives that enhance student life.

Student representatives work collaboratively with University administration to encourage thoughtful dialogue, responsible leadership, and constructive solutions that benefit the campus community.

LEADERSHIP OPPORTUNITIES

Serving in Student Government provides students with opportunities to develop leadership skills, strengthen communication and collaboration, practice responsible decision-making, and serve the Rochester Christian University community.

Students interested in serving are encouraged to participate in elections, apply for leadership positions, or become involved in SGA-sponsored committees and initiatives. You may contact the Office of The Dean of Students if you are interesting in running for office.

ELECTIONS & MEMBERSHIP

Student Government officers and representatives are selected according to the Student Government Association Constitution and election procedures.

Information regarding eligibility, elections, officer responsibilities, terms of service, and organizational structure is available through the Office of the Dean of Students and the Student Government Association.

RESPONSIBILITIES

STUDENT GOVERNMENT LEADERS ARE EXPECTED TO:

- Represent students with integrity and professionalism.
- Promote student engagement and campus involvement.
- Uphold the mission, values, and community standards of Rochester Christian University.
- Communicate regularly with the student body.
- Collaborate with University leadership.
- Serve as positive role models within the campus community.

PARTNERING IN STUDENT LIFE

The Student Government Association works closely with the Center for Student Life, the Community Programming Board, student organizations, Residence Life, and University leadership to strengthen the student experience.

Through collaboration and service, SGA seeks to cultivate a campus culture where students are empowered to lead, serve, and contribute to the life of the University.

STUDENT COMPLAINTS & GRIEVANCES

Rochester Christian University is committed to fostering a campus culture built on trust, respect, accountability, and open communication. Students are encouraged to address concerns promptly and respectfully so that issues can be resolved fairly, constructively, and whenever possible, at the lowest appropriate level.

Most concerns can be resolved through direct communication with the individual or department involved. When informal resolution is not appropriate or does not resolve the concern, the University provides formal processes to ensure students have the opportunity to be heard.

INFORMAL RESOLUTION

Students are encouraged to make a good-faith effort to resolve concerns informally whenever appropriate. This may include speaking directly with the individual involved or contacting the appropriate faculty member, staff member, supervisor, or department leader.

Many misunderstandings can be resolved through respectful communication without the need for a formal complaint.

FORMAL COMPLAINTS

When a concern cannot be resolved informally, students may submit a formal complaint to the appropriate University office.

FORMAL COMPLAINTS MAY INVOLVE CONCERNS RELATED TO:

- Student services
- Residence Life
- Discrimination or harassment
- Academic concerns (when applicable)
- Campus policies or procedures
- Student conduct
- Accessibility
- Other matters affecting the student experience

Complaints will be reviewed by the appropriate University official in accordance with established policies and procedures.

COMPLAINT REVIEW PROCESS

The University is committed to reviewing complaints in a manner that is:

Fair **Timely** **Respectful** **Objective** **Consistent** **Confidential to the extent permitted by law**

Students may be asked to provide additional information or participate in meetings as part of the review process.

APPEALS

Some University decisions may be appealed in accordance with the applicable University policy.

Appeals are generally limited to situations where:

1. A significant procedural error affected the outcome.
2. New information becomes available that could substantially affect the decision.
3. The outcome or sanction is clearly inconsistent with University policy.

Appeals must be submitted within the timeframe established by the applicable University office. Decisions rendered through the appeal process are considered final.

NON-RETALIATION

Rochester Christian University prohibits retaliation against any student who, in good faith, reports a concern, participates in an investigation, or submits a complaint through an established University process.

Students are encouraged to raise concerns without fear of intimidation or retaliation.

OUR COMMITMENT

The University recognizes that conflict and disagreement are sometimes part of living and learning in community. When concerns arise, our goal is to respond with integrity, fairness, compassion, and accountability while seeking resolutions that promote learning, restore relationships when possible, and strengthen our campus community.

SECTION FOUR

STUDENT RESOURCES

Academic Support

Accessibility Services

Health & Wellness

Financial Resources

Campus Services



Rochester Christian University is committed to supporting the academic, personal, physical, emotional, and spiritual well-being of every student. A variety of resources are available to help students succeed throughout their educational journey. Whether you need academic support, accessibility accommodations, counseling services, health resources, financial assistance, or campus services, the University is committed to helping you access the support you need.

ACADEMIC SUPPORT

Rochester Christian University provides academic resources designed to help students become confident, independent learners and achieve success throughout their educational journey. Students are encouraged to utilize the services available through the Academic Center for Excellence (ACE) and other academic support offices across campus.

ACADEMIC CENTER FOR EXCELLENCE (ACE)

The Academic Center for Excellence (ACE) is RCU's primary academic support center. ACE provides a variety of services and resources designed to foster independent learning and academic success.

The Academic Center for Excellence also provides student access to computers and printing resources. Additional computers are available in the Ham Library and other designated campus computer labs for academic use.

Services include:

- **One-on-one peer tutoring**
- **Online tutoring support**
- **Textbook and calculator checkout**
- **Study skills assistance**

LOCATION

The ACE is located near the cafeteria and café and is available throughout the traditional academic year.

CONTACT INFORMATION

Academic Center for Excellence (ACE)

Phone: 248.218.2173

Email: acelab@rcu.edu

TUTORING SERVICES

Peer tutoring is available for many foundational courses and is offered:

- **In person**
- **Online**
- **By appointment**
- **Walk-in (when available)**

LIBRARY SERVICES

The Rochester Christian University Library provides students with access to research materials, electronic resources, study space, and academic support. Students should refer to the University Library website for current hours, services, and available resources.

ACADEMIC ADVISING

Academic advising helps students develop an educational plan that supports timely progress toward graduation. Students are encouraged to meet regularly with their assigned academic advisor regarding course selection, degree requirements, and academic planning.

REGISTRAR'S OFFICE

The Office of the Registrar maintains official academic records and assists students with registration, transcripts, enrollment verification, graduation applications, and other academic record services. Students should refer to the Academic Catalog or contact the Registrar's Office for academic policies and procedures.

ACCESSIBILITY SERVICES

Rochester Christian University is committed to providing equal access to educational opportunities and campus life for qualified students with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA).

The University's Accessibility Services Office coordinates reasonable accommodations that provide equal access while maintaining the essential requirements of academic programs and campus life.

ACADEMIC ACCOMMODATIONS

Students requesting academic accommodations should contact the Accommodation Officer as early as possible and complete the University's accommodation request process.

DOCUMENTATION REQUIREMENTS

Students are responsible for providing current documentation from an appropriately licensed professional describing the disability and its functional limitations.

CONFLICT RESOLUTION & APPEALS

Questions regarding accommodations will first be addressed through the Accommodation Officer. If resolution cannot be reached, appeals may be submitted to the Academic Appeals Committee.

HOUSING & DIETARY ACCOMMODATIONS

Students requesting housing or dietary accommodations must complete the appropriate accommodation request forms and submit supporting documentation. Requests are reviewed individually based on documented need.

PREGNANT & PARENTING STUDENTS

Rochester Christian University seeks to provide compassionate support and reasonable accommodations for students experiencing pregnancy. Students may receive academic accommodations, counseling support, referrals to campus resources, and other assistance as appropriate.

SERVICE ANIMALS & EMOTIONAL SUPPORT ANIMALS

Service Animals

Service animals are permitted anywhere on campus. Because service animals are governed by the ADA, staff may not require documentation, certification, or ID for a service animal, and may not ask the animal to demonstrate its task. If it is not obvious what service the animal provides, staff may only ask two questions: (1) is the animal required because of a disability, and (2) what work or task has it been trained to perform. Students are welcome, but not required, to voluntarily register their service animal with Accessibility Services for their own convenience.

Emotional Support Animals (ESAs)

ESAs are not permitted throughout campus and may only be approved for the residence halls. Because on-campus housing is governed by the Fair Housing Act and Section 504 of the Rehabilitation Act rather than the ADA, students requesting an ESA in the residence halls must complete the ESA form in the Housing portal and provide documentation of their disability and disability-related need through Accessibility Services, unless that need is already obvious. Annual renewal is required for continuing students.

HEALTH & WELLNESS

Rochester Christian University is committed to promoting the health and well-being of students by providing counseling services, health resources, referrals, and wellness support.

COUNSELING SERVICES

MACKINNON PSYCHOLOGY & COUNSELING CLINIC

The MacKinnon Psychology & Counseling Clinic provides short-term counseling services designed to support students as they navigate personal, emotional, and developmental challenges.

Students are eligible for up to **eight counseling sessions** each academic year.

The clinic is located in the Muirhead Center and is overseen by the Center for Student Life.

COMMUNITY COUNSELING RESOURCES

Students requiring ongoing counseling services may receive referrals through:

Thriving Campus

MacKinnon Psychology & Counseling Clinic

Student Connections

HEALTH RESOURCES

While Rochester Christian University does not operate an on-campus medical clinic, students may access numerous community healthcare providers, hospitals, urgent care centers, and the Oakland University Graham Health Center.

Henry Ford Rochester Hospital
1101 W. University Dr.
Rochester, Michigan 48307
248.652.5311

North Oakland Urgent Care
2840 Crooks Rd. Suite. 100
Rochester Hills, MI 48307
248.852.9290

Graham Health Center
Oakland University
248.370.2341

Rochester Urgent Care
215 E. Auburn Rd.
Rochester Hills, MI 48307
248.853.2009

Henry Ford Medical Center
Lakeside Medical Center
14500 Hall Rd.
Sterling Heights, Michigan 48313
248.242.2700 ; 800-HENRYFORD
Open 24 hours

Oakland Urgent Care
2251 N Squirrel Rd. Suite 125,
Auburn Hills, MI 48326
248.340.1600

Oakland County Health Services
Health Division: North
County Service Center
1200 N. Telegraph, Bldg 36 East,
Pontiac, MI 48341
248.858.1280
Fax: 248.858.0178

Health Division: South
27725 Greenfield Rd.
Southfield, MI 48076
248.424.7000
Fax: 248.424.7144

Health Division: West
1010 E. West Maple,
Walled Lake, MI 48390
248.926.3300
Fax: 248.960.7444

Health Division: Oakland Pointe
250 Elizabeth Lake Rd. Suite 1520,
Pontiac, MI 48341
248.858.1280 or 248.452.8672

CRISIS SERVICES: MEDICAL OR MENTAL HEALTH EMERGENCIES

In any life-threatening situation, such as a serious medical emergency, suicide attempt, alcohol or drug overdose, or serious mental health crisis, **call 911**. There are also other mental health crisis response resources available.

Lifeline (Suicide Hotline): Call or Text 988

Common Ground (Oakland County Crisis Response): 1-800-231-1127

Crisis Hotline: 1-800-273-TALK

Haven (Sexual assault, domestic violence):
Crisis Support Line: 1-248-334-1274

FOOD & BASIC NEEDS RESOURCES

Students experiencing food insecurity or other basic needs are encouraged to contact the Student Connections Coordinator. The University will assist students in connecting with campus resources and community partners that provide assistance with food, transportation, housing, clothing, and other essential needs.

Student Connections Coordinator Alexa Lawlor -alawlor@rcu.edu

WELLNESS PROGRAMS

RCU encourages students to pursue healthy lifestyles by caring for their physical, emotional, relational, and spiritual well-being. Students are encouraged to participate in wellness initiatives and utilize campus resources throughout their college experience.

FINANCIAL RESOURCES

Rochester Christian University offers financial resources to assist students throughout their educational journey. Students are encouraged to work closely with the Financial Aid Office to explore available financial assistance and support services.

FINANCIAL AID OFFICE

The Financial Aid Office assists students with federal, state, institutional, and other financial aid programs. Students with questions regarding grants, loans, scholarships, or financial aid eligibility should contact the Financial Aid Office directly or visit the University's Financial Aid webpage.

STUDENT EMERGENCY NEEDS GRANT

The Student Emergency Needs Grant provides temporary financial assistance to eligible students experiencing unforeseen financial hardship.

STEP 1 · MEET WITH STUDENT CONNECTIONS

Students requesting assistance should first meet with the **Student Connections Coordinator**, who will review the student's circumstances, connect the student with available campus and community resources, and assist with the grant application process.

Alexa Lawlor – alawlor@rcu.edu

$500

PER CALENDAR YEAR

Eligible students may receive a one-time grant of up to **$500 per calendar year**, subject to program guidelines and available funding.

STUDENT EMPLOYMENT

Students interested in on-campus employment should visit **my.rcu.edu** for current job postings or contact the appropriate University office regarding available opportunities.

Preference may be given to students eligible for Federal Work-Study funding.

International students must obtain a Social Security Number before beginning employment.

SCHOLARSHIPS

Scholarship opportunities are administered through the Financial Aid Office.

STUDENTS SHOULD CONSULT THE FINANCIAL AID OFFICE REGARDING:

- Institutional Scholarships
- Need-Based Aid
- Scholarship Renewal Requirements
- Merit Scholarships
- Federal and State Financial Aid Programs

CAMPUS SERVICES

Rochester Christian University provides a variety of campus services designed to support students throughout their college experience.

Campus Security

Rochester Christian University Campus Security supports the safety and security of students, faculty, staff, and visitors throughout the campus community. Students are encouraged to contact Campus Security whenever they have an immediate safety concern, observe suspicious activity, need assistance on campus, or are unsure how to respond to a potential security situation.

Students should not hesitate to contact Campus Security when they believe their safety or the safety of another member of the University community may be at risk.

CONTACT

Phone: 248.765.8013

On-Campus Extension: x2911

Email: security@rcu.edu

911 **For emergencies requiring immediate police, fire, or medical assistance, call 911.**

Information Technology (IT)

Information Technology supports the University's technology systems, student accounts, campus network, and other technology resources.

Students are expected to comply with all University technology policies and acceptable use guidelines.

Dining Services

Dining services are provided by Aladdin Food Management Services in the Fletcher Center Cafeteria.

Residential students receive a meal plan as part of their housing agreement. Commuter meal plans are also available for purchase through the Business Office.

Students requiring dietary accommodations should follow the University's accommodation request process.

Mail Services

Residential students receive mail through the campus mailroom located in the Richardson Academic Center (RAC).

Students are notified when packages arrive and should retrieve them promptly.

Bookstore

The RCU Bookstore provides textbooks, course materials, spirit wear, graduation regalia, and other supplies. Students should refer to the University's bookstore for current hours and services.

Campus Facilities

The Operations Department maintains University facilities and grounds.

Students should report maintenance concerns through Residence Life staff or the University's maintenance request process

SECTION FIVE

UNIVERSITY INFORMATION & GENERAL POLICIES

- Campus Hours
- Parking & Transportation
- Campus Communications
- Free Speech & Peaceful Assembly
- Emergency Closures
- Building Access
- Student Identification Cards
- Campus Marketing, Posting & Promotion
- Technology Services & Acceptable Use
- Policy Changes & Handbook Disclaimer



This section contains important operational information and general University policies that apply to Rochester Christian University students. Students are responsible for becoming familiar with these policies and following applicable University procedures throughout their enrollment.

CAMPUS HOURS

University buildings, offices, and facilities operate on varying schedules throughout the academic year. Hours may change during holidays, academic breaks, summer sessions, and special events.

Students should refer to the University website or contact individual departments for current hours of operation.

BUILDING ACCESS

Access to campus buildings is provided according to academic schedules, residence hall access privileges, and approved campus activities.

For the safety and security of the campus community, students should not provide building access to unauthorized individuals or prop exterior doors open. Certain campus facilities may require a student identification card or other electronic access credentials.

Students are responsible for using University access privileges appropriately and should promptly report concerns regarding unauthorized access to Campus Security.

PARKING & TRANSPORTATION

Students who operate a motor vehicle on campus are responsible for complying with all University parking regulations.

Parking permits, designated parking areas, traffic regulations, and vehicle registration requirements are administered according to University parking policies. Vehicles parked in violation of University regulations may be subject to citations, towing, or other appropriate action.

Students bringing bicycles to campus are encouraged to register them with the Center for Student Life. Bicycles should be secured using designated bicycle racks and may not be stored in residence hall stairwells, hallways, or other areas where they may obstruct access or create a safety concern unless otherwise designated.

SNOW EMERGENCY PARKING

During periods of significant winter weather, Rochester Christian University may declare a **Snow Emergency** to allow campus roads and parking lots to be safely cleared.

When a Snow Emergency is declared:

- Students, employees, and guests must move their vehicles from campus parking lots to the designated Snow Emergency Parking Area by the announced deadline.
- The **Garth Pleasant Arena parking lot** serves as the designated Snow Emergency Parking Area unless otherwise communicated by the University.
- Snow Emergency notifications will be communicated through University email, the emergency notification system, the University website, the RCU Mobile App, or other official communication channels.
- Vehicles remaining in non-designated parking areas during a declared Snow Emergency may be ticketed and/or towed at the owner's expense.

Students are responsible for monitoring official University communications during winter weather and complying with all Snow Emergency parking instructions.

STUDENT IDENTIFICATION CARDS

Every student is issued an official Rochester Christian University identification card.

Student ID cards may be required for:

Building access **Library services** **Dining services** **Campus events** **Student activities**

Community Partnership Program discounts **Other University services**

Students are responsible for carrying their student ID while on campus and should promptly report lost or stolen cards.

LOST OR DAMAGED ID CARDS

Students who lose their ID card may obtain a replacement through the **Center for Student Life**. Lost cards will be deactivated and a replacement card issued.

Student ID cards that become worn or damaged through normal use and no longer function properly may also be replaced through the Center for Student Life.

CAMPUS COMMUNICATIONS

Official University communication is conducted primarily through each student's RCU email account and other approved University communication platforms.

Students are responsible for regularly checking official University communications and are accountable for information distributed through these channels, including announcements, policy updates, emergency information, deadlines, and other important University notices.

CAMPUS MARKETING, POSTING & PROMOTION

Rochester Christian University encourages communication and promotion that contribute positively to campus life while maintaining an attractive, orderly, and mission-aligned campus environment.

Printed and promotional materials associated with University events, programs, student organizations, departments, and other approved activities must follow University marketing, communication, and posting guidelines.

POSTING & DISTRIBUTING PRINTED MATERIALS

Printed materials, including flyers, posters, banners, advertisements, and announcements, must receive approval from the Center for Student Life before being displayed or distributed on campus.

2 Materials should be submitted at least **two business days** before the requested posting date.

APPROVED POSTINGS:

- Must promote an RCU-sponsored or approved event, program, activity, or organization.
- May remain posted for up to **30 days** or until the day following the event, whichever occurs first.
- May only be displayed in approved campus locations.

PRINTED MATERIALS MAY NOT:

- Be placed on vehicles.
- Be left or distributed throughout campus without permission.
- Be distributed by individuals not affiliated with the sponsoring organization unless specifically authorized.
- Contain abusive, discriminatory, disparaging, or otherwise prohibited language or images.

MARKETING & PROMOTION VIOLATIONS

Failure to follow University marketing, posting, and promotion guidelines may result in removal of materials and the temporary or permanent loss of posting or distribution privileges.

EXAMPLES OF VIOLATIONS INCLUDE:

- Posting materials without approval.
- Covering, altering, or removing approved materials.
- Allowing outside organizations to distribute materials without authorization.
- Posting in unauthorized locations.
- Distributing flyers on parked vehicles.
- Leaving printed materials on campus without permission.

PHOTOGRAPHY & MEDIA

Rochester Christian University regularly photographs, records, and livestreams campus events, activities, facilities, and programs for educational, promotional, marketing, and institutional purposes.

By participating in campus life, students may appear in University photographs, videos, livestreams, printed publications, websites, social media, and other official University communications. The University does not routinely collect individual photo release forms from students, faculty, or staff and assumes participation in public campus activities constitutes permission for these uses.

Photographs and recordings created by or for Rochester Christian University are the property of the University and may be used in print, digital, promotional, educational, and other official University communications.

The University reserves the right to photograph or record campus facilities, events, and activities in areas where individuals do not have a reasonable expectation of privacy and in a manner consistent with University policies.

Official University photographs and media may be viewed through the University's official photo galleries and communication channels.

FREE SPEECH & PEACEFUL ASSEMBLY

Rochester Christian University values freedom of expression and recognizes the importance of providing opportunities for students to express their ideas respectfully and responsibly. The University also has a responsibility to preserve an environment that supports learning, maintains campus safety and security, respects the rights of others, and reflects the University's Christian mission and identity.

Students and recognized campus organizations may organize peaceful assemblies or demonstrations in accordance with University policies.

Time

Peaceful assemblies are generally limited to **three hours** and are normally held between **8:00 a.m. and 6:00 p.m., Monday through Friday**.

Place

The designated location for peaceful assemblies is the lawn area across from **Alma Gatewood Residence Hall**, unless another location is approved by the Center for Student Life.

APPROVAL PROCESS

Student groups wishing to organize a demonstration or peaceful assembly must submit their request to the Center for Student Life **at least 48 hours in advance**.

The request should include the proposed date, time, location, and purpose of the event.

The University reserves the right to approve, modify, or deny requests based on safety, scheduling, and the appropriate use of campus facilities.

EXPECTATIONS

ALL DEMONSTRATIONS AND ASSEMBLIES MUST:

- Be peaceful and respectful.
- Avoid disrupting classes, chapel, or other scheduled University events.
- Respect the rights of other members of the campus community.
- Use only approved amplified sound.
- Comply with University policies.
- Avoid obstructing pedestrian or vehicle traffic.
- Remove all signs, materials, and equipment immediately following the event.

University funds, equipment, supplies, or property may not be used to create or distribute protest materials.

PROHIBITED CONDUCT

Activities that threaten public safety, damage property, disrupt University operations, violate the rights of others, or conflict with University policies are not permitted.

The Center for Student Life reserves the right to discontinue any event that does not comply with these guidelines.

The use of University facilities for peaceful expression does not imply University endorsement of the views expressed.

TECHNOLOGY SERVICES & ACCEPTABLE USE

Rochester Christian University provides technology resources to support students' academic success and campus engagement. Students are responsible for using University technology resources in a manner that is ethical, secure, and consistent with University policies.

Students should have regular access to a laptop or tablet capable of supporting their coursework. University computers are available in the Ham Library, Academic Center for Excellence (ACE), and other designated computer labs. Chromebook checkout may also be available through the Ham Library.

NETWORK & INTERNET ACCESS

Wireless internet access is available throughout campus for currently enrolled students. Students receive University login credentials that provide access to the campus network and other technology resources.

WI-FI NETWORK

ROCHESTERWIRELESS

PASSWORD

`ImagoDei#G127`

Students are responsible for all activity conducted under their University username and password and should never allow others to use their login credentials.

PERSONAL DEVICES

Students are responsible for the maintenance, security, and updating of their personal devices. The University is not responsible for lost or damaged files stored on personal devices.

Personal wireless routers, unauthorized access points, and other devices that interfere with the University network are prohibited.

TECHNOLOGY SUPPORT

Students experiencing technology issues should contact the Information Technology Help Desk for assistance.

Information Technology Help Desk

Email: helpdesk@rcu.edu

Phone: 248.218.2080

EMERGENCY CLOSURES

Rochester Christian University may close or delay operations due to severe weather, emergencies, or other circumstances affecting the safety of the campus community.

Official announcements regarding campus closures, delays, or changes to University operations will be communicated through approved University communication channels.

Students are responsible for monitoring official University communications during emergency situations and following any instructions provided by the University.

POLICY CHANGES & HANDBOOK DISCLAIMER

This Student Handbook is intended to provide general information regarding Rochester Christian University policies, procedures, services, and expectations.

Rochester Christian University reserves the right to modify, amend, or discontinue policies, procedures, programs, or services at any time as circumstances require. The University will make reasonable efforts to communicate significant changes to the campus community.

This handbook does not constitute a contract between Rochester Christian University and any student. In the event of a conflict between this handbook and official University policies or governing documents, the University's official policies shall prevail.

GLOSSARY

Each definition is quoted from the section of this handbook where the term is introduced.

Academic Center for Excellence (ACE)

The Academic Center for Excellence (ACE) is RCU's primary academic support center.

See Academic Center for Excellence (ACE)

Annual Security Report

The Annual Security Report is made available in accordance with applicable law and University procedures.

See Annual Security Report

Behavioral Intervention Team (BIT)

The Behavioral Intervention Team (BIT) is a multidisciplinary team that reviews reports involving students whose behavior may indicate a risk to themselves, others, or the University community.

See Behavioral Intervention Team (BIT)

CARE Referrals

Faculty, staff, students, and community members are encouraged to submit a CARE referral whenever they are concerned about a student's well-being.

See CARE Referrals

Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires covered institutions to disclose specified information regarding campus crime, security policies, emergency response, and related matters.

See The Clery Act

Community Life & Worship (CLW) Program

The Community Life & Worship (CLW) Program encourages students to participate in experiences that contribute to their personal, relational, and spiritual development throughout the academic year.

See Community Life & Worship (CLW) Program

Community Programming Board (CPB)

The Community Programming Board (CPB) is the official student programming organization responsible for planning and hosting many of Rochester Christian University's campus events and traditions.

See Community Programming Board (CPB)

Crimson Days

Orientation introduces new students to the Rochester Christian University community and provides the information, resources, and relationships necessary for a successful transition into college life.

See Crimson Days- New Student Orientation

Directory Information

The University may designate certain categories of student information as directory information.

See Directory Information

FERPA

The Family Educational Rights and Privacy Act (FERPA) protects the privacy of student education records and provides eligible students with certain rights related to those records.

See Your Rights Under FERPA

Interim Measures

When necessary to protect the safety and well-being of individuals or the University community, the Dean of Students may implement temporary interim measures while a matter is under review.

See Interim Measures

MacKinnon Psychology & Counseling Clinic

The MacKinnon Psychology & Counseling Clinic provides short-term counseling services designed to support students as they navigate personal, emotional, and developmental challenges.

See MacKinnon Psychology & Counseling Clinic

Painting the Rock

Painting the RCU Rock is a long-standing campus tradition used to promote approved University events, organizations, programs, and recognized awareness initiatives.

See Painting the Rock

RCU Mobile App

The RCU Mobile App is the University's primary student engagement platform. The app may be downloaded through any app store by searching **Rochester Christian University**. Students should log in using their RCU email account.

See RCU Mobile App

Resident Assistants (RAs)

RAs are trained student leaders who live in the residence halls and support community life.

See Resident Assistants (RAs)

Restorative Resolution

Whenever appropriate, Rochester Christian University seeks to resolve conduct concerns through restorative practices that encourage learning, accountability, and reconciliation.

See Restorative Resolution

Senior Resident Assistants (SRAs)

The Senior Resident Assistant (SRA) is a senior student leader who supports and mentors Resident Assistants while serving as a key connection between student staff and professional Residence Life team members.

See Senior Resident Assistants (SRAs)

Student Connections

Student Connections exists to help students successfully transition into university life while providing ongoing support throughout their time at Rochester Christian University.

See Student Connections

Student Emergency Needs Grant

The Student Emergency Needs Grant provides temporary financial assistance to eligible students experiencing unforeseen financial hardship.

See Student Emergency Needs Grant

Student Government Association (SGA)

The Student Government Association (SGA) serves as the official student representative body of Rochester Christian University.

See Student Government Association (SGA)

Supportive Measures

Supportive measures are individualized services offered to support a student's safety, access, and participation in University programs and activities.

See Supportive Measures

Tier One Modification

Students approved for a Tier One Modification are required to complete **12 CLW Points** during the semester.

See Tier One Modification — 12 Points

Tier Two Modification

Students approved for a Tier Two Modification are required to complete **5 CLW Points** during the semester.

See Tier Two Modification — 5 Points

Title IX

Rochester Christian University is committed to providing an educational environment consistent with its mission and applicable law.

See Title IX

Warrior Week

Warrior Week is Rochester Christian University's official welcome experience for new students.

See Warrior Week

Weekly Warrior

The **Weekly Warrior** is Rochester Christian University's weekly student newsletter.

See Weekly Warrior