Dear New Student:

Welcome Class of 2015 to Lindenwood University! Our students, faculty, and staff are excited that you have chosen LU for your undergraduate experience and we wish you a successful college career.

Beginning your college career is an exciting time that is simultaneously filled with happiness, eagerness, and nervousness. The First Year Experience Program has been designed to sustain your happiness and decrease your nervousness by providing you with fun and exciting activities that are filled with valuable information about campus resources and college life. The First Year Experience and LUL 101 are programs that have been intentionally created to prepare you to succeed academically, socially, and personally.

For more than 180 years, Lindenwood University has been deeply rooted in mutual respect, civility, and academic integrity. You will find that LU offers you a quality education with a host of opportunities that will help you discover your talents and realize your potential. We want you to become more than a person who takes classes at LU, but a student who is fully engaged – academically and socially – and part of the LU community. This can be accomplished by participating in campus events, joining clubs and organizations, meeting new and different people and interacting with your professors.

We hope that you will take advantage of the numerous support services and programs that are here to assist you in making a successful transition to Lindenwood University. The Office of First-Year Programs is here to assist you on your journey toward academic excellence and personal development.

Have a great time at the First Year Experience and welcome to the LU family!

Sincerely,

Dr. Shane Y. Williamson
Dean, First-Year Programs
New Student Experience
January 21, 2012

Saturday, January 21, 2012

9:00 – 11:00 a.m.  
**Check In** (resident & commuter students)  
Includes registration and advising  
Spellmann Center

11:00 a.m. – Noon  
**Brunch** (optional)  
Cost: students – free; guests - $7.50  
Spellmann Center Café

Noon – 12:45 p.m.  
**Opening Session**  
Dr. Williamson  
Dr. Evans  
Dr. Weitzel  
Dr. Oldani  
Dan Bedell  
Samantha McCord  
Barry Finnegan  
Leadership Room, Spellmann Center

12:45 – 1:45 p.m.  
**LUL 101: Connection**  
Learn about academic and student resources with your LUL 101 class and instructor. Only students who are enrolled in LUL 101: Freshmen Experience are required to attend this session.  
Leadership Room, Spellmann Center

2:00 – 2:30 p.m.  
**Academic School Meeting**  
Meet the faculty in your School and learn about the many opportunities and programs that are available to you. Undeclared students must choose a school meeting to attend. If you plan to teach at the high school level, you must attend your major’s meeting (i.e. History, Math, etc.) and not the Education meeting.  
American Studies  
Communication  
Education  
Fine & Performing Arts  
Humanities  
Human Services  
Business and Entrepreneurship  
Sciences  
Spellmann Center, 3015  
KCLC Conference Room, Spellmann Center  
Leadership Room, Spellmann Center  
Emerson Black Box, FPA 1330  
Spellmann Center, 3020  
Memorial Arts Building, 201  
Dunseth Auditorium, Harmon Hall  
Spellmann Center, Room 3115

4:30 – 6:00 p.m.  
**Dinner** (resident students only)  
Spellmann Center Café

6:00 – 6:30 p.m.  
**Residence Halls Meet & Greet**  
Meet with your Resident Director and students who live in your Residence Hall.
Movie Night
Come to and watch a movie
and enjoy hot chocolate and snacks.

7:00 – 9:00 p.m.
Evan’s Commons Cafeteria

☐ All students must set-up their Lionmail account and check it regularly. Students are held responsible for all information/notifications sent to their Lionmail account.
  o To set up your account, go to www.lindenwood.edu > Lionmail > Find Username (you will need your Student ID card)
  o If you have problems, please call the Computer Services Help Desk (636-255-5100)

☐ Last day to add, drop, or register for a class is Friday, January 27, 2012.

☐ Familiarize yourself with the Student Handbook http://www.lindenwood.edu/studentDevelopment/docs/HB/StudentHB.pdf, which includes the Housing policies.

☐ Develop a relationship with your advisor. You can find out your advisor’s name from your Student Portal.

☐ Make sure you purchase all required textbooks for your classes. To purchase your textbooks, please visit www.lindenwood.edu and click on “Order Books”.

☐ We want to see each student succeed at Lindenwood University and become part of the LU community. Do not forget to:
  o Go to class.
  o Ask for help (academic, personal, and social).
  o Communicate with your professors regularly.
  o Get involved with clubs/organizations and participate in campus events.
  o Read all correspondences that are sent to you via email and to your campus mailbox.
How do I go about registering for or dropping courses after the term has started?
Enrollment forms and Add/Drop Withdraw forms must contain your Student ID, your name (last & first), the Department name (ex: COM, EDU, PE, etc.), course number (5 digit number), and the section number (2 digit number). This information must be in the spaces provided. These forms also need your advisor’s signature. Check the catalog for deadline dates to withdrawal from classes.

What address should I use when I complete the forms?
Addresses must be your actual home address. It cannot be the University’s address. International students should also give their home address.

When registering, how can I tell which courses are still open?
Your advisor has access to the open class list. Students can check to see a class is open by accessing the ‘Enrollment Report’ folder on PC:Common. You can also check ‘Course Offering’ within your student portal. This will display course schedule and instructor information for the selected term. Courses that are closed are noted *CLOSED* in red. If the class is closed, you will need the signature of the School Dean for that specific course.

How do I order an official transcript of my coursework at Lindenwood?
Order transcripts online at www.lindenwood.edu or in person at the cashier window in Roemer Hall. You must submit a completed Transcript Request Form and payment by cash, check or money order in the amount of $5. Transcripts requested in person are only available for pick-up. Requests to have transcripts mailed are only available through the online service. You must be in good financial standing with Lindenwood to order a transcript, and in accordance with federal law (The Family Educational Rights and Privacy Act), student transcripts are issued only at the written request of a student. A transcript will not be released without the student’s signature appearing on the request.

How can I obtain verification of my enrollment at Lindenwood University?
Enrollment verification may be obtained from our office or the national student clearinghouse at www.studentclearinghouse.org

How do I report a disability?
Contact the Coordinator for Campus Accessibility Services, Toni RincónGallardo, 636-949-4784, trincongallardo@lindenwood.edu.

When should I report the disability?
The earlier the better, ideally contact with the Coordinator should be made immediately after admission to the University in order to allow sufficient time to review your request and documentation.

Who usually receives assistance through Campus Accessibility Services?
Accommodations are provided to qualified students with a variety of disabilities, including, but not limited to the following: attention deficit disorder, learning disabilities, mobility impairment, hearing loss, and visual impairment.
What do I need to do to obtain accommodations?
Students need to submit written documentation to the Coordinator. Documentation needs to be a current (within three to five years) assessment by a licensed professional, and include history, diagnostic tests, diagnosis, and recommendations for accommodations at the university level. These assessments are often called, “Psychoeducational Evaluations” and/or Psychological Evaluations” (IEPs do not qualify as documentation).

What kinds of accommodations are available?
Reasonable accommodations are provided on an individual basis and are determined based on submitted documentation as well as discussion with students. Accommodations include, but are not limited to, the following: assistance with note taking, classroom changes, double time on tests, private testing area, and extended time on writing assignments.

How do I let my professors know?
The Coordinator will provide eligible students with a “Campus Accessibility Faculty Notification Form” listing accommodations. Students then meet with their professors to give them this form and discuss accommodations. This form confirms that students are eligible for and have requested the classroom accommodations listed therein.

How often do I need to request accommodations?
Students need to request accommodations before the beginning of each semester/term and whenever a class change occurs.

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CAMPUS MAIL
Location: Spellmann Center 3rd Floor
Office Hours: Monday – Friday, 8am – 5pm
Contact: Mike Tolman (Director)
(636) 949-4563
mtolman@lindenwood.edu

How do I contact the mailroom?
The mailroom is located on the third floor of the Spellmann Center, you can visit there and mailroom personnel will assist you. The phone number is 636-949-4169. You can also visit the Work and Learn Office (located next to the mailroom) or call them at 636-949-4563 and ask to speak with Mike Tolman or Eric Mircsov.

How do I get a mailbox?
You must request one during Registration at that station. Mailboxes are available to all resident students, commuters are not authorized to use them. If you miss the station, or you later decide you want one, you can go to the mailroom, located on the third floor of the Spellmann Center, and obtain one at that time. Each year returning students must confirm their mailbox to avoid losing it.

Will I have my own mailbox?
No. Due to the limited number of mailboxes, students will normally share a mailbox with another student. Students who request to share a mailbox will be accommodated as much as possible.

Is there a charge to have a mailbox?
No. Lindenwood provides them free of charge to resident students.

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No. Due to the limited number of mailboxes, students will normally share a mailbox with another student. Students who request to share a mailbox will be accommodated as much as possible.

When am I able to pick-up my mail?
Mail is available through your mailbox daily during the hours the Spellmann Center is open (generally until midnight). Each day’s delivery is normally available, in your mailbox, after 2:00 pm. Oversize mail and accountable mail are only available Monday to Friday between 8:00 am and 5:00 pm. There is no service on weekends other than through your mailbox.

How do I know if I have any oversize or accountable mail?
Each day, after all the mail is accounted for, mailroom personnel place a list outside the Spellmann mailroom of all the oversize and accountable mail that is in the mailroom.

Are there limits on what I can receive?
No. Whatever mail you can receive at your home may be received at the campus mailroom. Extremely heavy or oversize items are discouraged as the student will have to pick them up at another location. Alcohol and drugs are forbidden. Food/liquids should be avoided.

Is there anything I should be aware of?
Yes. Tell your correspondents to not send you cash in cards and letters. Ask them to use your correct name and avoid nicknames; be aware there may be other students with the same first and last name as yours. You must provide identification in order to receive accountable mail; you cannot receive mail that is addressed to someone else. Be sure your mail is properly addressed!

How should my mail be addressed?
Your name
Mailbox number
209 S. Kingshighway
Lindenwood University
St. Charles, MO 63301

Do you sell stamps?
No. There is a Post Office approximately one mile from campus that provides mail services other than delivery.

What is the best way for packages to be sent to me?
Use any accountable mail service such as UPS, DHL, FEDEX and USPS accountable services. These services allow your valuable mail to be tracked and identified.

What happens to my mail during the holidays and summer?
Student mail will be placed in mailboxes and held in the Spellmann mailroom during the holidays and over the Christmas and Spring Breaks. During the summer all mail that is in the mailboxes, and that is received, will be returned to sender or forwarded to the addressee if requested, it will not be kept in the mailroom! The student must make arrangements for mail over the summer.
It is extremely important to keep your resume up to date for this and upload your resume onto LIONetwork. If you would like for our office to refer your resume to interested employers, please complete a profile on the LIONetwork database. All resumes referred to employers are pulled from the LIONetwork online career center management program.

What does career development do?
Career Development coordinates on-campus interview and resume/job matching programs, bringing together LU students/graduates and representatives from business, industry, governmental agencies, and educational institutions; conducts job search seminars, hosts or co-hosts a variety of career fairs, and maintains the LIONetwork online career center management program.

Why should I register with career development?
Creating a profile on the LIONetwork enables students and alumni to participate in services offered by main campus Career Services:
- On-campus interviews: Sign up for an interview or submit a resume for interviewing consideration
- Resume referrals: Post a resume and have it referred to interested employers
- Online job postings: View job opportunities and apply directly to employers who post available positions
- Upcoming career events: Receive e-mails on various career-related activities

NOTE: This is a free and confidential service for LU Students and Alumni. You may remove yourself from the LIONetwork at any time.

How can I register with career development?
To access the LIONetwork, go to http://lindenwood-csm.symplicity.com/students
New users:
- Click on the “Register” icon
- Complete the online registration and submit
- Career Services will review your registration and send confirmation via e-mail when you are approved to begin using the system
Returning Users:
- Enter username and password in the log in section

Will your office create a resume for me?
Career Development is available to assist current students in creating a resume. If you would like to generate a first or polish an existing resume, Career Development will guide you through the process. Stop by or call during regular business hours and a staff member will help you create a polished resume.

How can I leave a resume for career development to refer to employers?
Career Development refers out hundreds of resumes per semester. All resumes referred to employers are pulled from the LIONetwork database. If you would like for our office to refer your resume to interested employers, please complete a profile and upload your resume onto LIONetwork.

It is extremely important to keep your resume up to date for this service. You can save several versions of your resume on the LIONetwork; however, you must select one primary resume for our office to refer.

What types of workshops are offered by career development?
Each semester, Career Services hosts a variety of career-related presentations and information sessions for students and alumni. Topics include:
- Self Assessment
- Dressing for Success
- Interviewing Techniques
- Resume Writing Techniques
- Job Fair Preparation
- Job Search Strategies

Am I eligible for services once I graduate?
Alumni may utilize career services by creating a profile and uploading a resume on the LIONetwork. We frequently receive employer requests for new grads as well as experienced candidates. Access to the LIONetwork is always free of charge.

Is career development going to get me a job when I graduate?
It is important to remember that we are not an employment office. We do not “place” anyone nor do we create jobs. Rather, our primary objective is to serve students in a much broader and more important way—to help define and clarify goals, to explore alternatives, to identify options, and to assist you in planning and implementing your individual job search strategy.

DEAN OF STUDENTSPUBLIC SAFETY & SECURITY

Location: Next to the Spirit Shop, Door G
Office Hours: Monday – Friday, 8am – 5pm
Contact: Terry Russell (Dean of Students)
(636) 949-4980
trussell@lindenwood.edu
or
Kurt Smith (Director, Public Safety & Security)
(636) 949-4687
Ksmith1@lindenwood.edu

What is the primary function of this office?
Dealing with disciplinary issues, lost and found, parking and vehicle issues, and residential issues.

How strict is the University on policies?
Violations for many of the policies in place could result in dismissals. Examples of violations include fighting, stealing, and illegal use of alcohol or drugs.

What is an appeal?
An appeal is your option to have another person listen to your side of the story and determine if the right decision was made regarding the violation. Your appeal should be sent to Terry Russell.

Can I appeal my parking ticket?
There is no appeal process for tickets. Tickets are issued by the security officers and turned into the office. These tickets are considered valid tickets. Under extreme circumstances you may contact the Security Department Director.

Where can I find out more information about this office?
The student handbook covers all aspects of student life while at Lindenwood University. If you have any other questions not

CAREER DEVELOPMENT

Location: Spellmann Center Room 3175
Office Hours: Monday – Friday, 8am – 5pm
Contact: Dana Wehrli (Director)
(636) 949-4806
dwehrl1@lindenwood.edu
Brandi Goforth (Assistant Director)
(636) 949-4307
bgoforth@lindenwood.edu

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Returning Users:
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Where can I find out more information about this office?
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covered in the handbook, please do not hesitate to contact our office.

If there is an emergency on campus, what do I do?
If a life threatening incident occurs during normal business hours, dial 911, and then call the Security Office at 636.949.4922/4687/4980. After normal business hours and weekends, call 636.262.4622/4623. Normal business hours are from 8:00 a.m. – 5:00 p.m. Monday through Friday.

If there is an emergency maintenance issue, what do I do?
During normal business hours, call 636.949.4922/4996. If after normal business hours and weekends, call and 636.262.4622/4623.

FINANCIAL AID

| Location:           | Roemer Hall Lower Level                  |
| Office Hours:       | Monday – Thursday, 8 a.m. – 6 p.m.;       |
|                     | Friday, 8 a.m. – 5 p.m.;                 |
|                     | Saturday, 8 a.m. – 4 p.m.                |
| Contact:            | Lori Bode (Director)                     |
|                     | (636) 949-4925                           |
|                     | lbode@lindenwood.edu                     |

What is a FAFSA?
A FAFSA is a Free Application for Federal Student Aid. This application must be completed in order to determine eligibility for Federal and State aid. A student and parent can complete this process on line at www.fafsa.ed.gov.

I have completed my FAFSA for my freshman year. Do I need to complete it again?
Yes. You must complete a new FAFSA each year. We recommend you file the application by March 15 to insure you meet the Missouri State Grant deadline of April 1.

I have a student loan in my financial aid package. Do I still need to complete the FAFSA?
Yes. The FAFSA will determine eligibility for grants and loans.

Is the student loan in my financial aid package in my name or in my parents’ name?
The Subsidized/Unsubsidized loan is in the student’s name and the student is responsible to repay the loan funds. The Master Promissory Note (MPN) must be completed and signed by the student.

Do I have to take out a student loan?
A student loan is being offered as a form of payment. You are not required to take out a student loan. If you choose not to take out a loan, the amount will be added to the Student/Family payment.

I completed a Master Promissory Note my freshman year. Do I need to complete it again?
The Master Promissory Note (MPN) is good for 10 years. If you remain continuously enrolled at Lindenwood University, you should not need to complete a new MPN.

I do not understand the Financial Aid Award Letter I received. Who can answer my questions about my financial aid?
It is important for you to have any questions about your financial aid answered by a financial aid officer. The Financial Aid Office is located in the lower level of Roemer Hall. We are open Monday-Thursday 8am-6pm and Friday 8am-5pm and Saturday 8am-4pm.

Who should sign the Financial Aid Award Letter?
The award letter must be signed by the student.

How often will I receive a Financial Aid Award Letter?
You will typically receive an award letter once a year. However, if there are revisions made to your award, the Financial Aid Office will mail a revised award letter to you. If you are a residential student and school is in session, the award letter will be sent to your campus mailbox. If you are a commuter student, the award letter will be mailed home.

I have been asked to complete W-4 forms by the Work and Learn office. Why?
Lindenwood University offers 2 types of work study programs. If you have been asked to complete a W-4 form, you have been awarded Federal College Work-Study. This program is supplemented by the Department of Education and requires the completion of several documents in order for you to receive payment. This is considered taxable income and you will be issued a W-2 for the tax year.

FIRST-YEAR PROGRAMS

| Location:           | Spellmann Center 4th Floor, Student Development Office Suite |
| Office Hours:       | Monday – Friday, 8am – 5pm                              |
| Contact:            | Dr. Shane Y. Williamson (Dean)                          |
|                     | (636) 949-4728                                           |
|                     | fye@lindenwood.edu                                       |

What is the Office of First-Year Programs?
The Office of First Year Programs is committed to providing first-year students with the support and resources needed to have a successful transition to Lindenwood University.

Who are first year students?
First year students are all traditional undergraduate students who are attending college for the first-time and transfer students with fewer than 24 transferable credits who have not successfully completed a Freshmen Seminar course at their previous institution. First-year students include all students who are currently enrolled in high school, regardless of the amount of college credit they have earned.

What services do you provide?
Coordinate the First Year Experience and LUL 101 course. Provide individual support to students who are facing academic issues, follow up and meet with all first year students who are not performing well academically, missing class, or exhibiting inappropriate behavior; and provide individual support to students who are facing personal issues.

We have an open door policy for all first year students who have questions or concerns. Never go home with a question unanswered – just contact us.

What is LUL 101?
LUL101 is a two-credit required course for graduation that focuses on the tools necessary to become a successful college student at Lindenwood University. We know you have the academic skills to succeed at LU, but often other factors impede students’ success. Thus, academic, social, and personal development is stressed throughout the course. Should you not pass LUL 101, you will not be able to repeat the course and the F will remain on your transcript permanently.
Do I have to complete LUL 101?
All first-year students must take a LUL101 course during their first semester. Transfer students who successfully completed a Freshmen Seminar course at another college are exempt from taking LUL 101.

RESIDENT LIFE

Location: Spellmann Center 4th Floor, Student Development Office Suite
Office Hours: Monday – Friday, 8am – 5pm
Contact: Michelle Giessman (Director)
(636) 949-4848
mgiessman@lindenwood.edu

How do I change my room?
All housing assignments are frozen for the first two weeks of the semester. This gives all of the residents a chance to move into their rooms. After the two week period is over, you can apply for a change by filling out a Room Change Request in the Resident Life office.

Housing sign-ups?
All students are required to sign up for housing every March when they enroll for classes. Three weeks are allotted for Housing Sign ups. Each student MUST complete a housing contract and be enrolled in classes to secure a housing assignment and to continue the Financial Aid agreement.

May I insure my belongings in the residence halls?
Because Lindenwood University does not assume responsibility for the personal property (including automobiles) of students and guests and carries NO insurance to cover such property losses even in the event of fire, theft, or other disasters, students are urged to consider insuring personal property through "home owners" or personal effects policy (preferably by extending the policy carried by their parents). General insurance (health and property) information is available in Student Development. Students should clearly mark personal possessions and maintain records of serial numbered items. Loss or damage to personal property should be reported immediately to Terry Russell, Dean of Students.

Are the residence halls always open? What are the move-out procedures?
All residences are closed for Christmas/Semester Break, Spring/Easter Break, and the end of Spring Semester. Failure to leave by the designated time or returning before the halls re-open will result in charges being added to the student’s account. To remain on campus during this time, a HOUSING BREAK FORM must be submitted to the Director of Resident Life at least 1 week prior to the date in question. Accommodations will be made on a space available basis. Students remaining on campus during these breaks may be required to relocate to other residences. It is the responsibility of the student to contact the Resident Life Office 2 days prior to check-out day to verify if he/she has been approved to stay.

May I have a pet in my room?
Only fish are permitted in any campus residence. Students with unauthorized pets will be required to remove the pet immediately from campus. Failure to do so will also result in disciplinary /financial action.

I have a problem in my residence hall, what should I do?
First, notify your Resident Adviser on your floor. He/she will be able to direct you to the appropriate person. Second, if the problem persists, discuss it with your Resident Director. Third, contact Michelle Giessman in Resident Life.

What restrictions should I be aware of?
Waterbeds, microwaves, window air conditioners, halogen lamps, George Foreman Grills, incense and candles are prohibited for safety reasons. Due to space restrictions in some resident halls, any extra furniture-love seats, recliners, etc. must be approved through the Resident Life office PRIOR to bringing the furniture into the hall. It must also be okay with your roommate. All LU furniture placed in your room MUST remain in the room at all times.

STUDENT LIFE and LEADERSHIP

Location: Spellmann Center Lower Level
Office Hours: Monday – Friday, 8am – 5pm
Contact: Kerry Cox (Director)
(636) 949-4983
http://www.lindenwood.edu/campus_life/stud_act.asp

May I change my major? If so, do I have to complete LUL 101?
Students are not required to complete LUL 101 if they change their major. If students change their major, they should contact Michelle Giessman (636) 949-4848, the Director of Resident Life, to confirm that the course requirements have been completed.

I have a scholarship, how do I complete LUL 101?
Students who receive scholarships do not need to complete LUL 101 as part of their general education requirements. Students are encouraged to talk with their advisor about fulfilling LUL 101 in alternative ways such as taking an LUL 101 course at another college.

May I complete my LUL 101 course at another college? If so, what is required of me?
Students who transfer their LUL 101 course to Lindenwood University must receive approval from Michelle Giessman, the Director of Resident Life, to ensure that the course transfers to Lindenwood University. Students should contact their advisor or Michelle Giessman for further information.

Is there a deadline for LUL 101?
Yes. It is required that all housing assignments be frozen by the end of the two week sign-up period. This allows students to make sure they are in the appropriate housing category before classes begin.

Do I have to complete LUL 101?
All first-year students must take LUL 101 during their first semester. Transfer students who successfully complete a Freshmen Seminar course at another college are exempt from taking LUL 101.

What is the Student Activities Office?
Lindenwood University believes in the importance of co-curricular involvement in activities as a valuable supplement to classroom learning in the total educational process. The Office of Student Activities serves as a coordination center on campus and works with student organizations in facilitating activities and projects.

What types of organizations are available for me to join?
Student organizations are an important part of university life, providing opportunities for students to design and implement programs, events and activities that extend and amplify the goals of Lindenwood's mission. Students may compliment their academic experiences by becoming involved with approximately 73 student clubs and organizations which, along with the Student Activities Office, are the major scheduling source for lectures, movies, dances, entertainers, and a wide variety of other events planned to satisfy the diverse needs and interests of the Lindenwood University community. To find out more about the various organizations available to you, visit the Student Activities section of the Lindenwood Web site at http://www.lindenwood.edu/campus_life/stud_org.asp.

How do I start a student organization?
Students interested in starting a student organization need to fill out an application for recognition. The application includes elements such as the organization’s constitution, mission statement and a list of potential members. Additional details about starting an organization can be found on the Web site (http://www.lindenwood.edu/campus_life/proc_plan.asp).
What is the Lindenwood Student Government Association (LSGA)?

The Lindenwood Student Government Association (hereafter referred to as LSGA) is an organization committed to the highest form of student representation on the Lindenwood University campus. LSGA shall search out, identify, and act upon student concerns in a constructive and effective manner working in cooperation with the appropriate University officers, programs, and departments. LSGA shall facilitate the academic, social, spiritual, and physical well being of the student body as set forth in the Lindenwood University mission statement. Further information is available via the LSGA link on the Student Activities Web page (http://www.lindenwood.edu/campus_life/lsga.asp), including meeting times and membership requirements.

What is the LU Crew and how can I join?

The LU Crew is an organized group that promotes spirit at both home athletic events and special events. This group sits together in the stands to cheer on Lindenwood sporting teams, distributes giveaways into the crowd at key moments of the game (often times via giant sling shots), sells spirit items and creates innovative ways to encourage fan participation. Members are separated into four crews (A-D) that have designated captains and games to attend. LU Crew can be taken as a 1-credit PE course (PE 170) and may be taken up to four times (PE 170-173). Classes are taught by the Director of Student Activities and are held on Mondays at 4 p.m. in the Spellmann Center: The Connection. For the $45 lab fee, you will receive an official LU Crew hooded sweatshirt, t-shirt, rally towel, megaphone, set of thunder sticks, and set of black, gold and white poms (optional). If you wish to join LU Crew but cannot take it for credit, you may join at a less committed level for a one-time membership fee of $45. Further information is available via the LU Crew link on the Student Activities Web page (http://www.lindenwood.edu/campus_life/lucrew.asp).

How can I find out what is happening on campus?

There are a variety of ways to find out about campus events and activities:

LU Web Site

The Student Activities section of the LU website is the place for the most current information on Lindenwood happenings (http://www.lindenwood.edu/campus_life/stud_act.asp). You can click on the Event Calendar for a complete listing of events, including athletics and fine and performing arts listed by date, time and location (This link can also be found on the top left of the LU Homepage).

Lionmail (LU email)

The LU Snapshot is a weekly publication sent to student Lionmail accounts on Fridays (during the academic year) and contains the week’s main events with details, upcoming events, pertinent information, ongoing events and much more.

Television

Student Activities Channel 42 (on campus dormitories only) features the week’s main events with details, upcoming events, pertinent information, ongoing events and much more via a continuous slideshow 24 hours a day.

What facilities are available for students to connect?

There are two main facilities on campus that provide students with a place to gather, as well as one off-campus retreat facility.

The Connection

Simply put, The Connection gives students a place to connect. The Connection, located on the lower level of the Spellmann Center, is an incredibly versatile 8,900-square-foot room. The room exemplifies LU pride with black and gold flooring, two 65-inch projection TVs, a concession stand, activity boards, spacious bathrooms, a beautiful patio and assorted tables for study and social activities. In this venue, pertinent University information is available, as well as information concerning St. Charles, St. Louis and Missouri. Hours of operation are posted.

The Loft

The Loft, which was renovated in 2005, provides students with a place to relax, socialize and study in a lounge-like atmosphere.

The Loft, located on the lower level of Butler Hall, includes a lounge with big screen television, tables for study, wireless Internet access, activity bulletin boards, foosball tables, the Activities Check-out Center (which has games and sporting equipment) and the Lion Mart. Grab-and-Goes (sack lunches) are available in the Lion Mart (10:00 a.m.-2:00 p.m.). Hours of operation are posted.

### STUDENT COUNSELING AND RESOURCE CENTER

| Location: | Lindenwood University Cultural Center (N. Kingshighway and Adams) |
| Office Hours: | Monday – Friday, 8am – 5pm |
| Contact: | Dr. Marsha Andreoff (Counseling Coordinator) |
| | (636) 949-4528 |
| | mandreoff@lindenwood.edu |

What is the purpose of the SCRC?

To provide support for the University’s academic goals by assisting in decreasing student stress, aiding in the effort to provide an emotional healthy environment, helping students focus on personal and career goals, thereby contributing to students’ motivation, performance and satisfaction with the University and greater retention.

Will the services cost me anything?

No, counseling services are free to Lindenwood students.

How do I go about setting up an appointment for a counselor? Initially you will call 636-949-4528 to talk with Dr. Andreoff or e-mail her at mandreoff@lindenwood.edu. She will then assign you to a counseling intern who will be working with you.

Who will be working with me?

You will be working with one of our professional counseling interns, who completed all of their Masters’ course work and are now completing their internship. Dr. Andreoff is their supervisor.

How is my confidentiality protected?

When you call in, Dr. Andreoff will initially talk with you and assign an intern and a case number. She wants to talk with you first so that she can help make a good fit between you and your professional counseling intern. No one but your intern and Dr. Andreoff knows who belongs to your number or has access to your records. Neither the professional counseling intern nor Dr. Andreoff can talk to anyone about your participation with the SCRC without your written permission.

If I have been suspended from school, can I still use the services?

No, services are reserved for current Lindenwood University students only.
What if I have a friend who needs help but refuses to call the center him/herself?

There are three things that you can do. [1] Call Dr. Andreoff and talk with her. She may be able to help you help your friend. [2] Call Dr. Andreoff with your friend in the room. After talking with Dr. Andreoff for a bit, your friend may feel more comfortable talking with her and will get on the phone. [3] Ask your friend if he/she would be willing to go with you to see Dr. Andreoff. Then you can call Dr. Andreoff and set up a time to meet. She is more than willing to talk with both of you.

I'm an RA/RD and have residents I think may need help. Do I tell them to contact the SCRC or should I call myself?

You can do both. Sometimes students just need the phone number and are more than willing to call and set up a time to get together with Dr. Andreoff. Sometimes, you might not be sure of what to do. So call Marsha anyway. A good plan can be developed between the two of you. Sometimes the student is reluctant to go to SCRC alone. So, if you are willing, you and the student can set up a time to see Dr. Andreoff together. (This happens quite often).

What kind of counseling will I receive? Is it just for students with mental health problems?

No, SCRC is not just for students with mental health problems. Most of the students who visit the SCRC are dealing the stress, relationship problems, test anxiety, time and money management problems, feeling down and having no energy, or just trying to adjust to university life, which is not always easy.

Do I have to commit to services if I call to inquire about counseling for me is appropriate?

No. Feel free to call Marsha and talk with her. She could help you decide what you think is best for you.

STUDENT HEALTH CENTER

Location: Spellmann Center Lower Level (inside the Connection)
Office Hours: Monday – Friday, 7:30 am – 3:30pm
Contact: To Make An Appointment (636) 949-4804

What is the Student Health Center?

We want our students to maintain optimal health while pursuing their academic goals and develop or sustain a lifestyle that will support wellness throughout their lives. The Lindenwood University Student Health Center provides a variety of services to meet the needs of the Lindenwood University students. Students are seen by appointment except during walk-in clinic hours. The nurse practitioner sees acute illnesses and minor injuries. There is usually no cost for students to see a nurse practitioner.

What are the General Hours?

General hours are noted above. Students are seen by providers on a first come first served basis; prescheduled appointments take priority.

How is the Student Health Center Staffed?

Registered Nurse Practitioners provide health services and education. The Registered Nurse Practitioner is available by appointment and on a walk-in basis. The nurse practitioner provides assessment and treatment of acute and chronic health problems. A local primary care physician supervises the nurse practitioner.

What is the Cost for a Visit to the Student Health Center?

Incidental fees paid by all students cover the cost of most nurse practitioner services including office visit and some in office laboratory testing. There is a nominal charge for special services, vaccines and supplies. These costs are billed to the student’s Lindenwood University account.

What are the Services Provided?

Services provided include:
- Registered Nurse Practitioner provides confidential care, free of charge
- Office visits includes services for flu-like symptoms, cough, common cold, treatment of illness and injury (non-emergency), and blood pressure monitoring
- In-office laboratory testing including, urine, throat, pregnancy, flu, mononucleosis, glucose, tuberculosis, total cholesterol screening and sexually transmitted diseases
- Well-woman examinations
- Immunizations
- Physical examinations, Sports physicals and consultations

What Services are Provided at a Nominal Fee?

The following services are provided for a nominal fee:
- Flu vaccine available in the Fall
- Tetanus vaccine and those vaccine required by school admissions
- Pap smears
- Crutches, braces and support wraps

WORK & LEARN PROGRAM

Location: Spellmann Center 3rd Floor
Office Hours: Monday – Friday, 8am – 5pm
Contact: Mike Tolman (Director)
(636) 949-4563
mtolman@lindenwood.edu

What is Work and Learn?

Work and Learn is Lindenwood University’s version of the Student Work Program. In return for performing a job on campus the student earns a reduction in his/her Room and Board of up to $1200.00 per semester. The amount of reduction is based on how much work the student performs; 150 hours of work will earn the full $1200.00.

What type of work will I be assigned?

You will be assigned to a job that supports the university’s needs. Eight-five percent (85%) of the jobs are in Housekeeping (maintaining the dormitories and classroom buildings), environmental maintenance (maintaining the campus grounds), or the cafeteria. There are also a small number of other jobs in administration and for the coaching staff, but these are limited. Upper class and transfer students are encouraged to participate in the Community Service Program, and these students provide assistance to local non-profit organizations and schools.

Can I change jobs?

In some cases, yes. Before a student can change assignments, both supervisors must agree to the change. There must be a valid opening to fill, and the job must be approved by the Work and Learn Office. A supervisor stating they will let you work for them is not sufficient; the opening must be verified by the Work and Learn Office. Students who work outside of their assigned work area will not receive credit for the work they perform in the other job. A supervisor does not have to release a student worker; in order to meet university requirements, all jobs require a minimum number of workers.
If I work more than 150 hours, will I get paid?
No. The requirement is 150 hours; Lindenwood feels that working more than 150 hours detracts from the student’s academic performance. The work being performed is to repay the university the $1200.00 that was reduced from the Room and Board fee; therefore, once that point is reached, extra work is not recognized.

Do I have to participate?
No. Participation in this program is voluntary.

Is this program recommended for everyone?
No. The majority of these jobs are performed between 8:00 am and 5:00 pm. Students who have off-campus jobs, who participate in sports, or who take an overload of classes, have difficulty finding the time to do the required amount of work.

If I decide to not participate, and then change my mind, may I participate?
The answer depends on how you were packaged by the Financial Aid Office. If you were packaged for Work and Learn and during registration you decided not to participate, you may change your mind with the first two weeks of the semester and register for a job; otherwise you must wait until the end of the semester. If you were not packaged for Work and Learn and you decide you want to participate, you must go to the Financial Aid Office and arrange to change the way you were financially packaged. After that is completed, the Work and Learn Office will find a job for you.

Can I get fired?
Yes. If you do not adhere to the work schedule you set with your supervisor, do not report for work, are a disruption at work, or cause the supervisor to distrust you, you will be removed from your job. If you are fired, you are to report to the Work and Learn Office to determine your future status. Depending on the situation, you may be reinstated in your job, given another job, or told to report to the Business Office to make arrangements to pay your bill.

How are my work hours recorded?
Your supervisor will receive a timesheet for you at the beginning of every month. You are to record the hours you work on that timesheet and submit it to the Work and Learn Office at the end of the time-period. If no timesheet is present, report to the Work and Learn Office to determine why it was not sent to your job site.

Every month the Business Office sends out statements on which is recorded the amount of Work and Learn remaining to be worked for the semester. The first statement begins with $1200.00 and should get smaller each month; if the amount isn’t reduced, this is because either the student did no work or submitted the timesheet late.

How will I know how many hours I’ve worked?
Keep a personal record of the hours/days you work. You will see your timesheet at the end of each period when you sign it (don’t sign it early!); record this also. Your supervisors may keep copies for you to refer to later, and the Work and Learn Office keeps a record of what you have submitted (this is unofficial; the Business Office has the official record and the originals of your timesheets). If you go to the Work and Learn Office, one of the workers will tell you what has been received and recorded. Your individual record may be an invaluable reference if an error in the records should occur. Students should keep copies of their Work & Learn timesheets.

What are the degree requirements?
Both programs require a total of 128 credit hours of which 42 hrs. are upper division 3000 level or above. Fifty percent of the total course work must have been taken at Lindenwood University and Fifty percent of the courses required for a major, must also...
be taken at LU. Successful completion of all General Education course are required. Students must maintain a cumulative GPA of 2.0 in all courses taken at LU.

A Bachelor of Arts in American Studies requires 52 credit hours for major and 21 credit hours for a minor. A Bachelor of Arts in Recreation Leadership requires 52 credit hours for major and 21 credit hours for a minor.

Are all Recreation and American Studies courses taught at the Daniel Boone Campus?
The majority of the courses are taught on the main campus. Some courses or portions of courses are taught on the Boone Campus as appropriate such as the activity courses Muzzle Loading, Dutch Oven Cooking, Casting & Angling, Land Navigation, and Wilderness Survival. The Daniel Boone Campus is an educational resource with over 1,000 acres allowing students to participate in hands-on or experiential learning.

Does American Studies require a foreign language?
The B.A. in American Studies does not require a foreign language. However, those students with interest in taking a foreign language should consider doing so. Some graduate programs in American studies require at least 2 years of language training.

How are internships in either program set up and where do you do these?
Students in both the American Studies and Recreation leadership may select and apply for internships appropriate to your area of study anywhere in the country. Internships may be done in the summer or either of the fall or spring semesters. Opportunities exist within the local community as well as other portions of the state or nation. While students may contact and establish their own internship opportunity, it must be approved by the School of AST and agreement established between the university and the organization in which the internship is conducted.

May students of any major do their Work and Learn or volunteer-at the Boone Home?
Yes. The Daniel Boone Home is a National Historic site and is open to the public for tours and educational programming. Work and Learn students and volunteers may serve as tour guides, help with school groups, work in the Gift Shop or do forest and wildlife conservation projects on the site.

Does Lindenwood have a radio station?
Yes. 89.1 The Wood, (KCLC-FM), is Album Adult Alternation (Triple-A in radio jargon). The station is also the home of Lindenwood sports and select high school football and basketball.

Who can be on the radio?
Students who have successfully completed COM15100 Radio Production are eligible to do shifts on the radio station. Special permission is given to students with prior radio broadcast experience and who have successfully completed an examination on FCC rules and regulations. Students who are interested in broadcasting sporting events can do so without the aforementioned requirements, but they must obtain special permission from the Station Manager or Operations Manager.

Where is the radio station?
Right off the elevator on the first floor of the Spellmann Center.

Can my club or organization advertise its fundraiser on 89.1 The Wood?
89.1 The Wood is licensed as a non-commercial educational radio station which makes advertising of any kind very restricted. The lack of commercials keeps the station popular.

Does Lindenwood have a television station?
Yes, LUTV. This is channel 989 on the St. Charles Charter Cable System (off campus) and channel 26 in the dorms. Approximately 50,000 homes have access to channel 26. The station is designated as an educational channel and is on the cable 24 hours - 7 days a week. Most of the station’s programs are produced by Lindenwood students. Many Lindenwood sport events are shown live and/or tape delayed and shown on LUTV.

Who can be on television?
Since so many of the academic programs at Lindenwood host topic-specific shows, there are many opportunities for any student to be on television. Our news and special production projects are usually hosted by Communications or Theater students, but this is not requirement. Watch for announcements for auditions, which will be posted on bulletin boards, announced in classes, The Legacy, Channel 40, and on Café tables.

Where is the TV station?
The studios for LUTV are located in the Charter Digital Studios on the first floor of the J. Scheidegger Center for the Arts.

Does Lindenwood have a student newspaper?
Yes. The Legacy. It is published twice a month and is available at many locations around campus. The paper sells advertising to local merchants and you might find valuable coupons among the ads.

Who can be on the newspaper staff?
If you have an interest in being involved with The Legacy, contact Professor Tom Pettit (636) 949-4364.

Where is the newspaper office?
The Legacy office is on the third floor of the Spellmann Center (S3095) across from the student computer lab.

If I have questions about any of the Communications division, who should I contact?
89.1 The Wood - Station Manager Mike Wall or Operations Director Rich Reighard.
LU-TV26 - Station Manager Peter Carlos or Operations Director Ed Voss
Praxis tests are offered approximately every two months. A late registration date you can pay $65 to register on standby. Late registration fees are approximately $40.00. If you miss the test you can pay $65 to register on standby. The total cost to take the Praxis is approximately $115.00.

21500 is a new course requirement for students. This course will prepare students for the PRAXIS as well as completing portfolio. Elementary education must be completed before you student teach. Elementary education must be completed before the earned grade for student teaching is recorded and recommendation for certification to the Missouri Department of Elementary and Secondary Education can take place.

Can I get a certificate in just special education?
No, you must select a specific area of certification, then you can add on the special education certificate. Students adding on Special Education should declare a Minor in Special Education.

How do I know who my advisor is?
Every student is assigned a faculty advisor in the education program. Students can see who their advisor is by checking on the Student Portal. This information is located on My Grades link, or students can check with Academic Services. Visit your advisor early and often to be sure you are on the right track.

How do I know what courses I should take?
Program planning sheets are available from each advisor. The main advisor will be in the content area. Yes, if you are seeking certification in middle school, secondary, or K-12 area. The main advisor will be in the content area. For example if the major is Chemistry, the advisor will be a Chemistry Professor. However, each education student should also have a School of Education advisor to go to for planning each semester. The specific content area and education advisor is on a document in the School of Education folder in pccommon.

What are the areas of certification?
Undergraduate programs include Early Childhood Special Education, Early Childhood, Elementary Education, and Middle School Education. Students who plan to teach at the secondary level will earn a degree in the content area and also earn the appropriate certification (9 – 12 or K – 12). Secondary students should declare a Minor in Secondary Education. Those students adding special education to their programs should declare a Minor in Special Education.

How do I get accepted into the education program?
Acceptance to the Teacher Education Program is divided into two distinct levels and is the result of action by the Council on Teacher Education. The Council considers applications after the student has completed a majority of general education requirements, not more than 15 hours of education coursework, has earned a minimum GPA of 2.5, and attained a passing score on the CBASE test.

The final level of acceptance comes after the student has passed the subject area exit assessment (PRAXIS II) prior to student teaching. In addition, a portfolio approved by the School of Education must be completed before the earned grade for student teaching is recorded and recommendation for certification to the Missouri Department of Elementary and Secondary Education (DESE) can take place.

CBASE Information?
Students are encouraged to take the CBASE during the Freshman year. The College Base (C-BASE) exam was adopted by the State Board of Education. Teacher candidates must score 235 or higher in each of the four subject areas (English, math, science, and social studies). The test will last approximately four hours. The cost of the test is $48.00 and should be paid the day of the test or before in Roemer Hall Room 106. “Walk-ins” will be permitted by permission of the Test Coordinator. On the day of the test, students check-in at 7:00 AM. The test begins at 8:00 AM. Students must verify their identification with one or more of the following: Driver’s License, Student ID, and/or Social Security Card. Results will be mailed with six to eight weeks.

How do I get information on the PRAXIS II Exam?
Go to www.ets.org.

Praxis Information?
This test must be completed before you student teach. Elementary candidates are encouraged to take the PRAXIS after they have taken Methods of Reading, but not later than Junior year. EDU 21500 is a new course requirement for students. This course will prepare students for the PRAXIS as well as completing portfolio. The total cost to take the Praxis is approximately $115.00. Late registration fees are approximately $40.00. If you miss the late registration date you can pay $65 to register on standby. Praxis tests are offered approximately every two months. A schedule is available at www.ets.org. Study guides are available on-line at a variety of websites and are usually about $20.00 - $40.00. Results will be mailed to you in approximately four to six weeks.
information can be found in the pccommon School of Education folder accessible from the website pccommon login and from any campus computer under My Computer icon.

Do I really need this prerequisite?
If there is a prerequisite listed, students need to take it. If there are questions about prerequisites, contact the appropriate advisor.

Do I really need two math courses for Elementary Education Certification?
An elementary major must have satisfied the state/School of Education requirement for two math courses. There are two ways this can be accomplished:
1) Complete the required courses: MTH 134 and MTH 135.
2) If the students bring in College Algebra or a higher numbered math course and have passed the C-BASE, the MTH 134/135 requirement can be met by taking the MTH 134/135 proficiency exam in order to demonstrate that the state math competencies for elementary education majors have been met. Contact the Math Department for more information.

Do both of the science requirements need a lab?
Elementary Majors: Need two science labs.
Middle School Majors: Need to follow general education requirements and major requirements. General Education requires one science lab, unless the content area is science.
Secondary Minors: Need to follow general education requirements and major requirements. General Education requires one science lab, unless the content area is science.

Scholarships and Grants
Scholarship and grant opportunities can be found in the School of Education folder in pccommon. Currently, there is the Emerson Grant Opportunity and the TEACHGrant. Scholarly and Professional Organizations
The School of Education has several organizations students are invited to participate in Honors and Special Education. Please see the Education website for more information.

FINE AND PERFORMING ARTS

Majors: Art, Dance, Fashion Design, Music, Performing Arts and Theatre Arts
Management
Location: Center for Fine and Performing Arts
Office Hours: Monday – Friday, 8am – 5pm
Contact: Donnell Walsh (Dean) (636) 949-4853 Dwalsh@lindenwood.edu Larry Quiggins (Associate Dean) (636) 949-4850 lquiggins@lindenwood.edu

If I am not a major in Fine and Performing Arts, can I still be enrolled in Fine and Performing Arts, can I still be involved in plays, choirs, dance concerts, etc.? The Fine and Performing Arts Division provides opportunities for any student, regardless of his or her major, to audition and/or participate in the following:
University Chorus
Voices Only
Marching and Jazz Bands
Instrumental Ensembles
Women’s Chorus

Dance—Center for Fine and Performing Arts
Fashion Design—Center for Fine and Performing Arts
Graphic and Computer Art—Center for Fine and Performing Arts
Music—Center for Fine and Performing Arts
Studio Art—Studio East
Theatre—Center for Fine and Performing Arts
I’d like to major in History, English, Foreign Language, Philosophy, Political Science or Religion; what should I do?
Come in and talk to your professor (if you are currently in one of these classes), the Department chairs, or the Dean of Humanities. Any of the above will work to put you on the path toward the education and experiences you want and need.
I’d like to major in History, English, Foreign Language, Philosophy, Political Science or Religion, but... (pick your reason not to)
Get a degree in something you will enjoy – you can find a way to make it useful.

What can I do with a degree in History, English, Foreign Language, Philosophy, Political Science or Religion?
Talk to one of the professors in that department; you might be surprised at how many options really exist in each of these fields. Where would I find the offices of these department chairs?
English - Dr. Kyle Glover, Butler 204
History - Dr. Peter Griffin, Butler 200
Foreign Language - Dr. Betty Heyder, Butler 302
Philosophy - Dr. David Brown, Butler 100
Religion - Dr. Michael Mason, Butler 304
I need a certain required General Education class to graduate this semester...
Please keep track of your General Education requirements along with your Advisor. Also please take your required General Education classes, as much as possible, before the last semester of your senior year. You don’t want these requirements to keep you from graduating!

Can I use my one semester of foreign language and another class to fulfill my cross-cultural requirements?
No - you must either use two semesters of foreign language or two other cross cultural classes. These courses are marked with “CC” in the course listing. One semester of Foreign Language and a “CC” class will not fulfill this requirement. Two foreign language courses at the intermediate level or above are required for those majoring in English.

What is the English Composition Requirement?
You must take English 150 (English Composition I) and receive a “C” or better, and then you must take English 170 (English Composition II) and pass it with a “C” or better.

What is the Literature requirement?
Two Literature class are required. You must pass English 170 with a C or better before taking Literature. The first has to be at the 200- level; after that you can take a 300-level Literature if you desire, but you can use two 200 level classes to fulfill the requirement. Also, they do not have to be two classes from a sequence so you don’t need both World Lit I and II or American Lit I and II.

What classes fulfill my US History/Government requirement?
Currently, History 105 and 106 (US History I or II), History 210 (US Government: Politics and History) and PS 155 (American Government: The Nation) and PS 156 (American Government: The States).

Are there opportunities to study abroad?
Yes, we periodically have J-term trips overseas. In addition semester programs in France and Costa Rica are offered by the French and Spanish faculty as part of their programs. Additional opportunities may soon be available. Please see the appropriate program for requirements if you are interested.

I want to become a better writer, but I’m not necessarily in an English class; what can I do?
There is a writing center available in lower level Butler Library to assist students wanting to improve their writing.

Are tutors available for Humanities courses?
Tutors are available for many courses offered in the Humanities Division. Check with your instructor or the division dean, Dr. Schnellmann, for details.
a student police academy, service projects such as blood drives and helping families in need at the holidays, and field trips to prisons, children’s homes, detention facilities and women’s domestic violence shelters are part of the learning experience. Cross-cultural study through low-cost trips to Europe is offered by the Criminal Justice Program. With a strong connection to the community, guest speakers, community forums and participation in conferences and workshops enhance the classroom experience for our majors.

Is the Social Work Program accredited?
The Social Work Program is fully accredited by the Council on Social Work Education through 2013.

What is ROTC?
The School of Human Services includes Military Science, which enables students to earn appointments as commissioned officers in the United States Army. Full scholarships can be obtained by taking the Army Reserved Officer Training Corps (ROTC) advanced courses. A minor in Military Science can now be earned.

How do I get admitted to the Police Academy Program?
Contact any Criminal Justice professor for advising on the core course requirements. These courses must be completed to be eligible to apply for admission to the Police Academy Program.

Who do I contact about these majors?
Please do not hesitate to contact the Department Chairs about any of our majors:

Christian Ministry Studies—Dr. Steve House, MAB 102, 636-949-4889
Criminal Justice—Debra Johnson, MAB 207, 636-949-4193
Fire and Paramedic Science & Nonprofit Administration—Dr. Gerry Blasi, MAB 306, 636-949-4601
Social Work—Dr. Gary Behrman, MAB 205, 636-949-4715

SCHOOL OF BUSINESS AND ENTREPRENEURSHIP

Majors:

Location: Harmon Hall 101
Office Hours: Monday – Friday, 8am – 5pm
Contact: Dr. Edward Morris (Dean) (636) 949-4832 emorris@lindenwood.edu
or P. Roger, Ellis, JD (Associate Dean) (636) 949-4839 rellis@lindenwood.edu

Why should I study business administration in college?
The study of business and free enterprise is exciting and relevant to what’s going on in the world. With the skills and knowledge a business degree affords, students graduating with a business administration degree are in great demand for employment.

Is a Lindenwood education relevant for me?
Whether you enter business, education, medicine, law, the arts, or any other field of endeavor, successful leaders in the 21st century must have not only specialized knowledge, but also management expertise and an understanding of the economic, political, and social arenas in which business functions.

Lindenwood’s curriculum is designed to give you the breadth and depth of knowledge to be a successful leader. The combination of arts & sciences and business fundamentals will enable you to understand both operations and strategy, both the details and the big picture.

When can I start to take my business courses at Lindenwood?
Unlike most other business programs in which you must wait until your junior year to begin professional courses, you may take BA 100 Introduction to Business and Free Enterprise during the first semester of your freshman year. You will be able to integrate your business and non-business courses throughout your four years of study at Lindenwood.

Are there business areas in which I can specialize?
Yes. You can major in fields such as accounting, economics, marketing, management, finance, public management, management information systems, retail merchandising, sport management, international business, and entrepreneurial studies.

What if I’m undecided about my career choice in business?
In that case, you could take a generalized course in business and your major would be business administration. About half of our graduates take that route.

Is it possible to take a minor in business administration?
Yes. Numerous Lindenwood students supplement their major field of study with a minor in business administration in order to broaden their knowledge and enhance their career prospects.

Who would my instructors be if I studied business administration?
The majority of Lindenwood’s business professors have attained the highest academic degree in their field and many have a CPA or other professional designation. In addition, many have served as executives and owners of businesses before entering the teaching profession and each bring a great amount of first-hand business experience to the classroom.

Are Lindenwood professors accessible?
Lindenwood professors are very accessible. Every professor holds weekly office hours. In cases where the student is unable to meet during standard office hours, he/she may call or email the professor to set up an appointment. Professors are available to assist students with class material and also with class selection, internships, graduate study, and careers.

SCIENCES

Majors:
- Biology, Chemistry, Computer Information Systems, Computer Science, Environmental Biology, Mathematics, Pre-dental, Pre-engineering, Pre-medical, Pre-nursing, Psychology, and Sociology

Location: Young Hall 214
Office Hours: Monday – Friday, 8am – 5pm
Contact: Dr. Marilyn Abbott (Dean) (636) 949-4912 mabbott@lindenwood.edu
What majors does the Sciences Division offer?
The Sciences Division at Lindenwood offers degrees in Biology, Chemistry, Computer Science, Math, Psychology and Sociology. Students who are interested in entering graduate programs in medicine, dentistry, pharmacy or other health care fields usually major in either Biology or Chemistry. We also offer pre-professional coursework for students who plan to transfer to other universities to pursue degrees in Engineering and Nursing. The division also offers general education courses in Anthropology and Earth Science.

What kinds of careers do LU science graduates pursue?
Many recent LU graduates have entered medical, dental and graduate school programs. Others are employed as computer programmers, laboratory technicians, field biologists, social service professionals, and high school teachers.

How do I declare a science major and/or become assigned to a science advisor?
Contact the dean of the division, Dr. Marilyn Abbott

Where on campus are science classes offered?
The majority of the courses offered by Sciences Division faculty meet in classrooms or labs in Young Hall, which is located near the NW corner of the Heritage campus. Young Hall features completely remodeled lab classrooms for all biology, chemistry, physics and earth science courses, three computer classrooms, and a new greenhouse facility.

Are tutors available for science courses?
Tutors are available for most courses offered in the Sciences Division. Math tutors are available throughout the day Monday -Friday in Young Hall 309A. Biology and Chemistry tutors offer evening sessions Sunday-Thursday in Butler Library. Other times are available by appointment. Psychology tutors are available Monday -Friday in Young Hall 105. Specific time schedules are published each semester. Check with your instructor or the division dean, Dr. Abbott, for details.

ALMA MATER
Near the banks of the Missouri
Upon a hillside green,
Where the linden trees sway gently,
Our Lindenwood is seen.

First ladies and now gentlemen
Will hold your values high,
And we vow to keep traditions
Of scholarship and pride.

Lindenwood, oh, Lindenwood,
Proudly do we sing
Honor, truth and dignity,
In our hearts shall ring.

Lindenwood, oh, Lindenwood
Loyalty to you,
Solid as our gates we stand
Alma mater true.
ACADEMIC CONNECTION WORKSHEET

What are some important dates during the semester?
1. What is the last day to register or add a class? ________________________
2. What is the last day to withdraw with a “W”? ________________________
3. What is the last day to withdraw with a “WP” or “WF”? _______________
4. When are final exams? ______________________

Academic Load
1. Full Time means you are enrolled in a minimum of __________ credits each semester.
2. Earning a “WP” or “WF” will or will not (circle one) affect the student’s grade point average?
3. When would a student earn an “AF”? ________________________________
4. Does an “AF” effect a student’s GPA __________?

Dean’s List
1. GPA required to make Dean’s List? ______________________

Class Standing
1. To be classified as a sophomore, a student must successfully complete at least _____ credit hours.

Scholarship Standards
1. What grade point average do students need in order to be considered in good academic standing? ___________
2. First year students (0 – 23 credits) will be placed on academic probation if they earn do not earn at least ________ grade point average.

Reminders:
• You are responsible for the information contained in the LU Catalog and Student Handbook.
• Ignorance of a policy or procedure will not be accepted as an excuse.
• Advisors are here to help, but ultimately you are responsible for your education.
• Don’t say “somebody told me”, “I heard that”, or “I didn’t know.”
• Ask questions of knowledgeable professionals or look it up and take charge of your education.

Students must check their Lionmail account regularly because they are held responsible for all information/notifications sent to their email account.

First-Year Programs
Student Development
Spellmann Center
4th Floor
fye@lindenwood.edu
636.949.4728