

SEU Carolina Addendum

This document is an addendum for the Southeastern University 2016-17 Student Handbook. It is to be used by students as well as the faculty and staff at SEU Carolina. The changes below should help you identify what policies and procedures have adjustments or changes relating to the SEU Carolina Regional Campus.

Student Handbook Page #	Section being Amended	Student Handbook Presently Reads	This statement should be amended to say
5	Amnesty Policy Procedure	Harassment issues should be reported to <i>Residence Life, Security, and the Vice President for Student Development.</i>	Harassment issues should be reported to the <i>Academic Director for SEU Carolina.</i>
7	Sexual Harassment Policy IV. Procedures	The student is to initiate contact with <i>the Area Coordinator.</i>	The student is to initiate contact with the <i>Academic Director for SEU Carolina.</i>
8	Personal Property & Liability	Please report losses to the appropriate <i>Area Coordinator and the Campus Safety and Security Department.</i>	Please report losses to the <i>Academic Director for SEU Carolina.</i>
8	Personal Property & Liability	Victim/Witness statements can be e-mailed to <i>security@seu.edu or taken to Security Headquarters.</i>	Victim/Witness statements can be emailed to <i>kbsmith@seu.edu or taken to the office of the Academic Director for SEU Carolina.</i>
11	Level II Infractions	Being out overnight with members of the opposite sex without prior approval from <i>an Area Coordinator.</i>	Being out overnight with members of the opposite sex without prior approval from <i>the Academic Director for SEU Carolina.</i>
14	Appliances & Electronic Equipment	<i>Residence halls</i>	<i>Student Housing</i>
14	Babysitting & Courtesy Hours	<i>residence areas</i>	<i>Student Housing</i>

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14	Curfew Policy	All resident students	Resident students are defined as being SEU students housed in student housing on campus at SEU Carolina
14	Curfew Policy	Area Coordinator	The Area Coordinator referred to in this section is defined as being the <i>Academic Director for SEU Carolina</i> .
14	Illegal Residence Hall Exit/Entry	After curfew, students are required to <i>use main entry doors of residences and enter the residence hall using their ID card</i> .	After curfew, students are required to <i>check in with their assigned resident advisor</i> .
14	Illegal Residence Hall Exit/Entry	Students entering or exiting campus after curfew are required to sign in or out with <i>security</i> and include their name, ID number, time, and reason for being late or leaving.	Students entering or exiting campus after curfew are required to sign in or out with their <i>assigned resident advisor</i>
14	Illegal Residence Hall Exit/Entry	Residence halls	Student Housing
15	Lost Room Key	<i>Area Coordinator office</i> for replacement	<i>resident advisor</i> for replacement
15	Opposite Sex Visitation	Opposite sex visitation is allowed in <i>Aventura Hall, Esperanza Hall, Destino Hall, Bauer Hall, Bethany Hall and Buttercup Houses</i> .	Opposite sex visitation is allowed in <i>public spaces on campus</i> .
15	Opposite Sex Visitation	Opposite Sex visitation is not allowed in <i>South Pointe and Valencia apartments</i> .	Opposite Sex visitation is not allowed in <i>housing on campus</i> .

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15	Residence Halls are Locked at Curfew	check-in procedure through the <i>Campus Safety and Security Department</i> .	check-in procedure with your <i>assigned resident advisor</i>
15	Resident Hall Personal Property Liability	Students should immediately report any loss to the appropriate Area Coordinator or <i>the Campus Safety and Security Department</i> .	Students should immediately report any loss to the appropriate Area Coordinator or <i>the resident advisor they are assigned</i> .
15	Room Repairs		For any all room repairs, please contact your assigned resident advisor
16	Room Inspections	the <i>Student Housing Office</i> has an incentive system	the <i>resident advisors</i> have an incentive system
17	Visitation Guideliness	On-campus students who desire to have overnight guests must make arrangements with their Area Coordinator.	Overnight guests will not be permitted in student housing
17	Campus Advertising...	must be approved by the <i>Campus Activities Director</i> .	must be approved by the <i>Academic Director for SEU Carolina</i> .
19	Residence Life & Housing Campus Housing Policies	Residents may appeal to the <i>Student Housing Department</i> for an exemption to the housing policy	Residents may appeal to the <i>Academic Director for SEU Carolina</i> for an exemption to the housing policy
19	Residence Life & Housing Campus Housing Policies	submit a notarized Residing with Relative Verification form to the <i>Student Housing office</i>	submit a notarized Residing with Relative Verification form to the <i>Academic Director for SEU Carolina</i> .

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19	Residence Life & Housing Campus Housing Policies	This form is available in the <i>Student Housing Office</i>	This form is available in the <i>SEU Student Development offices in Suite 85 on campus.</i>
19	Residence Life & Housing Room Reservation	a student must send an e-mail to studenthousing@seu.edu	a student must make a reservation at https://seucarolina.org/reslife
19	Residence Life & Housing Housing Refunds/ Withdrawls	that resident has 24 hours to check-out of the <i>residence hall.</i>	that resident has 24 hours to check-out of <i>Student Housing</i>
19	Residence Life & Housing Housing Refunds/ Withdrawls	vacate the <i>residence hall,</i>	vacate <i>Student Housing</i>
19	Residence Life & Housing Housing Refunds/ Withdrawls	by contacting the <i>Area Coordinator and the Student Housing Office.</i>	by contacting the <i>Academic Director for SEU Carolina.</i>
19	Residence Life & Housing Housing Refunds/ Withdrawls	The resident pre-pays an \$18 nightly rental to the <i>Business Office.</i>	The resident pre-pays a \$20 nightly rental to <i>Multiply Church</i>
19	Residence Life & Housing Housing Refunds/ Withdrawls	The Area Coordinator and the <i>Student Housing Office</i>	The Area Coordinator and the <i>Academic Director for SEU Carolina.</i>
19	Residence Life & Housing Housing Refunds/ Withdrawls	appeals of this refund policy can be made to the <i>Director of Residence Life.</i>	appeals of this refund policy can be made to the <i>Academic Director for SEU Carolina.</i>
19	Residence Life & Housing Beginning of the Semester	<i>residence hall</i> assignment	<i>Student Housing</i> assignment
19	Residence Life & Housing Beginning of the Semester	Area Coordinator	The Area Coordinator referred to in this section is defined as being the resident advisor you are assigned
20	Residence Life & Housing Checkout Procedures	<i>Resident Assistant</i>	<i>Resident advisor</i>

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20	Residence Life & Housing Private Room Fee	<i>residence halls</i>	<i>Student Housing</i>
20	Residence Life & Housing Private Room Fee	If a private room becomes available, the university will offer private rooms for an additional \$375/semester for <i>Bethany and Bauer Halls</i> and \$400/semester for <i>Aventura, Buttercup, Esperanza and Destino Halls</i> .	If a private room becomes available, the university will offer private rooms double the monthly rate
20	Residence Life & Housing Checkout and Relocation	make arrangements with the <i>Student Housing Office</i>	make arrangements with the Student Development office in Suite 85 on campus.
20	Residence Life & Housing Checkout and Relocation	<i>\$18/night</i> charge from Opening Day until the items are removed.	<i>\$20/night</i> charge from Opening Day until the items are removed.
20	Residence Life & Housing Housing for Christmas Break	<i>Student Housing Office</i> .	Student Development office in Suite 85 on campus
20	Residence Life & Housing Christmas Checkout & Spring Check in	Residents must vacate <i>campus residence halls</i>	Residents must vacate <i>Student Housing</i>
20	Residence Life & Housing Christmas Checkout & Spring Check in	<i>Residence Life personnel</i>	<i>Resident Advisors</i>
20	Residence Life & Housing Christmas Checkout & Spring Check in	residents are asked to make contact with their <i>Resident Director</i> .	residents are asked to make contact with their <i>Resident Advisor</i>
21	Spiritual Formation Chapel Policy	85 chapel credit opportunities per semester	32 chapel credit opportunities per semester and includes Tuesday and Thursday Chapel

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22	Spiritual Formation Chapel Policy	All full-time students are required to have 35 chapel credits each semester. All full-time commuter students are required to have 10 chapel credits each semester.	All students who attend SEU Carolina will be required to have 32 chapel credits per semester. This includes full time & part time traditional on campus students (commuter and res life)