STUDENT LIFE HANDBOOK

MARANATHA BAPTIST UNIVERSITY

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WELCOME FROM THE PRESIDENT

Dr. David Anderson

God is a God of order. We see it in creation at every level (Psalm 19:1-6); in the organization and function of the church under Christ (1 Corinthians 14:40); in the God-given responsibilities and expectation of human government (Romans 13:1-7; 1 Timothy 2:1-7); and, in the love, training, and example of the home (Ephesians 5:22-6:4).

As we strive to learn, follow, and reflect God's orderly character here at Maranatha, the Student Life Handbook is not only necessary for the semblance of order on campus, but is also good as we strive to reflect God's orderliness, holiness, and love within the setting of campus life. You will discover that these directives are rooted in a "thus sayeth the Lord" from Scripture—and are either directly connected, or just honest, humble applications of God's Word. In summary, this handbook is a purposeful reflection of the God of order to help us function together in an orderly and loving fashion.

I am grateful for the wisdom and love of Student Life Office personnel, and for their dedication to helping all of us grow and mature in our walk with the Lord. This handbook reflects that wisdom, love, and dedication. May we all be found of the Lord to be walking humbly with Him, and with the leaders He has placed in our lives.

Rejoicing,

HISTORY OF MARANATHA BAPTIST UNIVERSITY

Maranatha Baptist University was established in 1968 in Watertown, Wisconsin, as an institution to be "To the Praise of His Glory." This motto, taken from the Bible (Ephesians 1:12), reflects Maranatha's deeply held religious conviction that the primary purpose of every Christian is to glorify God through one's chosen occupation and church membership, and by serving others in God-honoring ways.

The founder, Dr. B. Myron Cedarholm, envisioned a Christian college encompassing the broad inclusion of liberal and fine arts education. Originally founded as Maranatha Baptist Bible College signifying the centrality of biblical studies and local church engagement in its purpose, the name was changed to Maranatha Baptist University in 2014 to reflect more accurately to constituents the broad range of academic and career preparation programs offered while maintaining its founding purpose.

Driven by MISSION Compelled by VALUES Guided by TRUTH

Maranatha Baptist University exists to develop leaders for ministry in the local church and the world "to the Praise of His Glory." This mission statement guides what we do on-campus including academics, athletics, student life, and what we do off-campus in the local church. We are a training and equipping environment that seeks to prepare our students for long-term success to the glory of God in whatever venue God leads them.

CAMPUS OPPORTUNITIES

Your on-campus experience provides many opportunities and experiences that further our mission.

CHAPEL
Chapel is the heartbeat of campus life. The daily chapel sessions may vary in format but not in purpose as we study God's word.

ATHLETICS
Athletics provides opportunities to develop leadership skills in the student-athlete through skilled training, godly mentoring, and intercollegiate competition.

MUSIC
Nearly half the student body participates in fine arts from touring groups to musicals, ensembles, quartets, dramatic production recitals, bands, orchestras, and more. These opportunities can sharpen your gifts.

SOCIETIES
Societies enable students to establish connections with each other while working toward common goals in ministry, intramural sports, and personal growth. Leadership positions within society prepare students for greater opportunities.

DORM LIFE
The residential experience provides a natural opportunity for God-honoring friendships, personal maturity and growth, and practical discipleship.

Driven by **MISSION.**
Compelled by **VALUES.**
Guided by **TRUTH.**

Driven by MISSION. COMPELLED BY VALUES. GUIDED BY TRUTH.

PURPOSE OF PROGRAM

Living in peace and harmony with one another requires authority and order. Policies and expectations are essential for an orderly environment. All of us must adopt the right perspective of the rules, especially as they relate to our mission.

A RELATIONSHIP WITH GOD IS MORE THAN OUTWARD CONFORMITY.

If true spirituality is not outward conformity to rules, what does it mean to live a spiritual life?

- Our spiritual life begins with faith in Christ as Savior; without faith in Christ, there is no spiritual life (John 17:3)!
- True righteousness is the fruit of faith in Christ and voluntary submission to Him out of love and gratitude (2 Cor. 8:5; Gal. 5:22-23; John 14:15). It is not mere compliance to external rules (Matt. 23:1-3)

ALL RULES ARE NOT CREATED EQUAL

The guidelines contained in the Student Life Handbook (SLH) reflect the Core Values Maranatha believes are effective in developing Christian character traits and Christ-like leadership. Policies differ in function but share the goal of promoting an environment in which we can learn, work, and live together in harmony.

1. **BIBLICAL STANDARDS**

   The Bible is our final authority on all matters of faith and practice. If an action is identified in Scripture as an outward sin, then it is prohibited on campus.

2. **LEGAL STANDARDS**

   Because God requires all believers to obey the laws of the land (1 Peter 2:17), students must obey federal, state, and local laws and authorities. Maranatha will not harbor or protect a student from being questioned by police but will work to ensure that the student's legal rights are not violated in such instances.

3. **COMMUNITY STANDARDS**

   Our community standards are based on two key questions. First, what will help us provide a safe, peaceful, and harmonious environment for students? Dorm lock and room checks are good examples of community standards based on safety and harmony.

Second, what will help us develop a way of thinking that will set students up for success once they graduate? For example, the dress code sets a good pattern for the future but also helps students think through issues of appropriateness, modesty, and gender distinction.

FOUNDATIONAL EXPECTATIONS

Maranatha Baptist University has non-negotiables that are core to who we are and how we live as faculty, staff, and students. We cannot fulfill our mission "To the Praise of His Glory" if we neglect the Scriptural commands for believers to faithfully assemble in the local church (Heb. 10:25) and for believers to keep themselves unspotted from the world (James 1:27).

Local Church

Local church attendance is a foundational priority. Over forty-five local churches currently partner with Maranatha. These churches have expressed a desire to participate in our mission, develop leaders, and have unity in faith and practice for harmony. Faculty, staff, and students are expected to attend one of these partnering churches.

Students submit their Permanent Church Selection (PCS) within the first four weeks of a semester by filling out a form on MyMaranatha. They do not need to resubmit in a Spring semester if they are continuing with the same church as the Fall semester.

Attending Your Permanent Church

Faithful attendance creates more opportunities for God-honoring engagement. Faithful attendance has two aspects: regularity and frequency. First, as a student, you should attend your permanent church throughout the semester (regularity). To help emphasize the importance of regular attendance, you must submit an EPass if you want to visit a church other than your permanent church or home church. The dean of students must approve a request to change your permanent church during the semester. Second, as a student, you should attend faithfully at all Sunday and midweek regularly scheduled services offered by your permanent church. For example:

- If your church holds Sunday School or Adult Bible Fellowships on Sunday mornings, you are expected to attend that Sunday School/Adult Bible Fellowship and the morning worship service.
- If your church hosts small group meetings in homes instead of a Sunday afternoon/evening service, you are expected to plug into one of those small groups.
- If your church holds children's ministries as their midweek service, seek to get involved with that ministry.

If your partnering church is over an hour away from campus, you are encouraged to attend its midweek service but may choose to attend a midweek service at a Watertown partnering church because of the distance. Exceptions to this policy must be approved by the Dean of Students.

Ministry Conduct and Attitudes

As a believer, remember that you are constantly representing Christ! Before committing to a ministry, count the cost. After committing, be faithful! If you will be absent for any reason, please contact the Pastor or your direct ministry supervisor.

Now is the time to develop God-honoring attitudes toward church ministry. Rather than considering how a ministry benefits you, look for ways to serve others humbly. Be above reproach in your conduct and conversation, especially in how you talk about your partnering church. Show gratitude when the church members care for you!

Music and Speech in Ministry

As a student, you do represent the school while with your church. All prepared musical or dramatic ministries must fall within Maranatha's standards and guidelines as outlined in this handbook if you are responsible for their selection and preparation.

Activity-Based Dress

If your permanent church has guidelines for working in Nursery or Children's ministries, you may follow those guidelines when participating in those ministries. For more information on dress at church, see the dress code section.

Attendance Expectations

Life includes expected, unexpected, and sometimes unavoidable events that may limit a believer's ability to attend church.

1) Illness/Sickness | Dorm students must report to their Residence Supervisor if they are unwell and cannot attend church.

2) Inclement Weather | Wisconsin winter weather can create dangerous traveling conditions. When hazardous conditions are present, the Dean of Students may advise students whose church is out of Watertown to stay in town.

3) Employment | If your church has three regularly scheduled services a week (Sunday AM, Sunday afternoon/evening, and midweek), you are permitted one job-related absence a week for scheduled work.

4) Travel | Only one travel absence a week will be approved, and you may not miss both Sunday morning and evening services unless approved in advance by the Student Life Office.

Testimony Issues

God's glory is our utmost purpose (1 Cor. 10:31-33). The testimony issues highlighted below are prohibited by Scripture for every believer and are called "testimony infractions" because they have great potential to cause damage to the testimony of Christ. Students must abide by these Biblical mandates at all times (including breaks, vacations, and holidays). Commission of one or more of the following infractions, or failure to report the commission of one or more of the following infractions, will result in disciplinary action and may include suspension or dismissal.

1) Abortion, or assisting someone to obtain (Ex. 20:13).

2) Alcohol and drug issues (1 Cor. 6:19–20)

   Issues include but are not limited to:

   - Purchase, possession, use, or distribution of alcoholic beverages, illicit drugs, tobacco products, or distribution of paraphernalia relating to the use of drugs, alcohol, or tobacco.
   - Abuse of prescription drugs or intentional misuse of over-the-counter medications.

- Use or possession of products that imitate banned substances, such as non-alcoholic beer or E-cigarette products.

The issues above are grounds for suspension or dismissal. Regardless of the outcome, we desire to refer students to those who can provide Biblical counseling and appropriate treatment.

3) Bullying or Hazing (Matt. 19:19)

Bullying is behavior that can be communicated by written, verbal, or physical action that hurts another individual or group, physically or emotionally. Bullying is strictly prohibited and is subject to significant disciplinary action up to and including dismissal from Maranatha. Any incident of bullying should be reported immediately to the Student Life Office.

Hazing is the verbal or physical harassment of an individual and may include peer pressure that induces someone to do something embarrassing, humiliating, or illegal. Hazing is strictly prohibited and is subject to significant disciplinary action, including dismissal.

4) Dishonesty (Eph. 4:25)

Cheating (including plagiarism; see academic policies), lying, and the intent to deceive have no place in the life of one redeemed by the God of truth.

5) Divorce (Matt. 19:6)

God created marriage to be an exclusive, life-long relationship. Getting divorced while a student may jeopardize enrollment.

6) Doctrine, serious deviation, and/or promotion of the same (2 Peter 2:1)

7) Gambling (Heb. 13:5)

8) Illegal activity (Rom. 13:3)
These activities include, but are not limited to, forgery, assault/battery, lewdness, fraud, vandalism, theft (including theft of software).

9) Occult activity/practices (Eph. 4:27)

10) Inappropriate Communication (Eph. 4:29)

The mouth speaks what the heart is (Luke 6:45). Profane, vulgar, or crude communication has no place in what a believer says in public, private, or online (whether creating or sharing the content). Inappropriate communication also includes messages conveyed implicitly through images and pictures. All media (pictures, writing, internet sites, etc.) depicting erotic behavior or intended to cause sexual excitement are forbidden.

11) Racism (Eph. 2:14–18)

12) Rebellion, a manifestation of a destructive influence or spirit of controversy, or the engendering of a spirit contrary to the purpose and principles for which Maranatha stands (Eph. 4:3).

13) Sexual harassment or violence

Disciplinary action will be taken for perpetrating sexual harassment. Sexual harassment includes any physical and/or verbal contact that is unwanted and that violates Maranatha's social policies.

If a student believes he or she is the victim of sexual harassment, he or she is to report the details of the complaint to a Dean, who will take appropriate action to deal with the complaint. See Title IX section for more information.

14) Sexual immorality (Matt. 5:27; 1 Thess. 4:3)

The Biblical standard for sexual morality is "no lust" (Matt. 5:27). This standard puts a wide range of behavior out of bounds for the believer. The Student Life Office offers counseling and accountability for any student wanting help in this area. If you accidentally stumble upon an inappropriate internet site, please contact InternetFiltering@mbu.edu with some details about the site.

Maranatha Baptist University encourages the development of healthy relationships between men and women. Positive interaction is encouraged and promoted through university-approved activities. All members of the university family are expected to exercise discretion in all displays of affection. Sexual relationships are designed by God for expression only in the context of a committed heterosexual marriage. Sexual activity and expression apart from the marriage relationship is a sin against the Christian's body and violates biblical commands.

Any student involved in any sexually immoral behavior, including, but not limited to, premarital sex, adultery, and written, verbal, or sexually explicit communication should expect immediate suspension or dismissal from the University.

Sexual immorality includes the following situations:

a) Any compromising or indefensible situations with the opposite sex, including couples being alone in a home or apartment.

b) Sexual immorality including adultery, homosexual behavior, and premarital sex.

UNIVERSITY POLICIES

Maranatha Baptist University is an academic institution seeking to train the mind and heart through the classroom. The policies and information in the University Policies section apply to all students attending Maranatha Baptist University.

Chapel Hour

The chapel hour is an integral part of the University's mission and is considered more important to the spiritual formation of a student than class attendance. Students attend chapels daily Monday through Friday. All chapel-hours share a Bible-centered, God-honoring focus, although not every chapel "looks" the same.

Weekly Schedule

- Monday | Combined chapel in the gym
- Tuesday | Combined chapel in the gym
- Wednesday | Small Groups

  Small groups of 8-12 students meet with a faculty/staff member and work through a Bible study written specifically for our small groups.

- Thursdays | Workshops, General Assemblies, or a combined chapel

  Workshops allow students to choose from a variety of topics from Christian life, service/ministry, Biblical worldview, or leadership. General Assemblies focus on key issues that confront believers and are often given by outside speakers.

- Fridays | Society Chapels or Student Body Chapel

Chapel Policies

We show respect for God and His Word by listening intently. Students should have a Bible (paper or electronic) and avoid sleeping, talking, studying, eating, non-Bible phone use, and any other distracting behaviors.

Attendance

The Student Life Office handles all permission to be absent from chapel. Students should submit an EPass to request permission to be excused from chapel. Doctor's appointments, business interviews, and similar appointments are not normally considered appropriate excuses to miss chapel. See "Specific Audiences" for information on chapel attendance for off-campus, older, and married students.

Students are permitted to miss up to two days of chapel per week for an internship if taken for-credit as a requirement for a major or part of required practicum work. Not-for-credit internships are considered work and are not an approved reason for missing chapel. To apply for a chapel exception for an internship, please contact the Student Life Office.

Academic seniors who are eligible to walk with a bachelor's degree at the end of the semester (December or May) may apply for a chapel exception to work off campus if they have no main campus classes on the day(s) and have a good deportment record. A maximum of two days may be granted, but this cannot be combined with other approved work or academic exceptions.

All students, including off-campus students, must contact the Student Health Center by 9 a.m. if they will miss chapel due to illness (920-206-2384 or studenthealth@mbu.edu).

Bible Translation

Maranatha believes in the verbal plenary inspiration of God's Word as originally given. While the University recognizes that no translation is perfect, Maranatha's policy is that the King James Version of the Bible is the translation for use in the pulpit, classroom, or public ministry of the University.

Academic Policies

Integrity

Maranatha views cheating or its toleration as morally reprehensible. To encourage the highest standards of personal integrity, the University will not tolerate any form of cheating. This view is consistent with the clear, biblical condemnation of dishonesty in its many forms and emphasizes the scriptural call for honesty, not only in the sight of the Lord, but also in the sight of men (2 Cor. 8:21). Because cheating is a serious offense, its occurrence may warrant suspension or dismissal from the University, automatic failure of a course, or other significant academic penalties imposed by the individual teacher.

Academic dishonesty includes but is not limited to the following:

Sending coursework to others:

Sending copies of homework, tests, quizzes, study guides, or other projects via email or other means to other students for any reason unless the faculty has given specific permission for such action. Such actions without instructor approval will be considered forms of cheating and are defined as excessive and unacceptable help.

Cheating on a test or assignment:

- Handing in the same paper or substituting a similar paper in more than one class without the written permission of all instructors involved.
- Sharing or receiving advance information regarding the content or answers for a test or quiz.

Plagiarizing:

Representing as the student's own work the words or unique thoughts of another or failing to accurately differentiate material original with the student from that obtained from other sources.

- Submitting the work of someone else as the student's own work, whether intentional or not, will be considered plagiarism, which is a form of cheating. Pleading ignorance of what constitutes plagiarism is not an acceptable defense for the act of plagiarism.
- Downloading from the Internet or other electronic sources of information or term papers that are submitted as the student's own work will also be considered plagiarism.

Unapproved collaboration:

- Assisting other students in the accomplishment of assignments, projects, or papers in ways that exceed what is known by the teacher or what is expected or allowed in such situations.
- Submitting as the student's own work (papers or projects) materials unethically or inappropriately enhanced by another student or typist without the specific, written permission of the teacher. Students should carefully note department or class parameters. Absent these instructions, typists or proofreaders must be careful to avoid making corrections or alterations, which change the creative or intellectual content or quality of the work.

Unapproved Use of Artificial Intelligence

As generative AI technology grows to an increasingly significant role in various domains, students must academically engage with these technologies in a manner that respects ethical considerations and academic integrity. Course syllabi and instructors may provide more specific directions in addition to the following general principles:

- **By permission only:** By default, students at MBU may **not** use Generative AI (Open AI ChatGPT variants, Claude AI, Bard AI, Bing AI, GrammarlyGO [Grammarly is an acceptable tool for writing] or similar technology) to complete assignments unless authorized by the faculty member of the course.
- **Guidelines if permission is granted:** If generative AI is used for a course with faculty permission, students must use generative AI tools ethically. Using AI to complete assignments, projects, or

assessments must be within the boundaries defined by the course instructor. Plagiarism or cheating using generative AI tools is strictly prohibited and may result in disciplinary actions.

Class Attendance

At Maranatha, we value education and class attendance. Regular class attendance is required of every student enrolled in the University. Every day in the classroom, students should come prepared, listen intently, actively interact with the ideas as they write class notes, and engage in class discussion. Without loss of credit for the course,

- Students on Good Academic Standing are allowed two weeks of class absences each semester.
- Students who are Activities Ineligible are allowed one week of class absences each semester.
- Students who are on the Dean's or President's List and have earned more than 15 semester hours in residence at Maranatha are allowed three weeks of class absences each semester.

With this policy, there are no "excused absences" or "unexcused absences," just absences. Every absence is an absence whether from personal choice, extra-curricular involvement (e.g., choir tour, athletic team), or illness. These limits are firm and the consequence for exceeding them is loss of credit for the course. Also, students who arrive late to class, but miss 15 minutes or less will be counted as tardy. Every three occurrences of tardiness will count as one absence in determining whether a student overcuts a course. Students should track their absences and reserve absences for legitimate causes.

Students who are absent more than their attendance status permits, including both official University activities and personal absences in any given course, will not be granted credit for the course, except with special permission from the Academic Committee. A grade of WF (Withdraw Fail), OC (Over Cut), or NC (No Credit) will be given for exceeding absence limits depending upon timing and the grade earned in the course at the point of dismissal from class.

Restore Class Credit

Appeal for restoration of credit: At the close of the semester, students who are absent more than their status permits may apply for restoration of credit. These appeals are reserved for those whose excessive absences were caused by emergencies (documented by the Student Life Office), medical necessity (documented by the Student Health Center), or University-sanctioned activities (the University has documentation). See the Registrar's Office for more information.

Faculty records absences in the LMS, but not the reasons. In the normal course of business, various offices record events and activities that cause student absences and who was involved. It is each student's responsibility to document the causes of their absences. The form provides instructions for how to do this. A faculty member or student may request an earlier evaluation of credit status if there is reason to believe that credit will not be granted. This will save both the student and faculty member from expending additional effort needlessly.

Final Exams

Maranatha's Open Finals exam format allows students to take final exams at any time of their choosing within the final exam time frame. Students generally receive a failing grade for missing a final, regardless of the quality of other work. The following guide provides instructions and tips for planning your testing strategy and leveraging this unique opportunity to achieve your full potential.

Testing Process

Some classes may require paper-based testing or the use of special software. Please refer to your course syllabi to know what is required for each course or what resources you may be allowed to us for the exam (e.g., scratch paper, calculator [no smart phones]). Testing rooms will be posted on the front page of MyMaranatha during final exams. You should bring a student ID and an exam permit. Headphones may not be used for noise-canceling, but students may bring foam earplugs.

Exam Slips

Students must pay their financial obligation to the University or make satisfactory arrangements with the Business Office for any balance due before the beginning of final exams to receive a final exam slip. Lost exam slips may be replaced in the Business Office for $5.

Non-Class Attendance Expectations

Opening Meetings

Maranatha holds opening meetings at the beginning of each semester. These meetings are scheduled during the chapel hour on Monday–Thursday and in the evening on Monday and Tuesday. Work should not conflict with the evening services. Students may request exceptions to that policy through the Student Life Office.

- Students desiring to take part in a ministry opportunity should see the Dean of Students to be excused from the meetings
- Off-campus students with no main-campus responsibilities (6 or fewer credits), married students, and students who commute more than thirty miles in one direction may be excused from special meetings.

Fine Arts Requirement

MBU founders, Dr. and Mrs. Cedarholm, believed training leaders included experiencing different types of cultural events. These events help to give a well-rounded background and to open the door for developing conversations and ministry relationships with people from many walks of life and interests.

All main-campus, undergraduate students are expected to attend at least one Fine Arts event per semester regardless of work schedule and participation in campus activities (e.g., athletics). There is a $50 fine for not meeting the Fine Arts requirement. See "Specific Audiences" for Fine Arts expectations for off-campus, older, and married students.

Graduation Events

Graduating students are required to attend Baccalaureate and Commencement. Other students are welcome to stay through graduation but may leave after finishing finals and completing all other campus responsibilities (e.g., dorm check out and schedule on-campus work). A candidate for graduation must have no outstanding balance owed to the University to participate in the commencement exercises.

Campus Life

Main Campus Participation

Maranatha Baptist University is committed to the main campus experience as a core component of the intentional program. The main campus experience includes **accountability**, **discipleship**, **leadership training**, and **extra-curricular** opportunities (athletics, intramural, Fine Arts, student employment, and traveling/mission teams) that cannot be recreated through online education. Participation in any of those main campus extra-curricular opportunities is reserved for main campus residential and commuter students.

The Dean of Students oversees the exception request process for any online student requesting to participate in main campus extra-curricular opportunities. An approved exception will include stipulations about main campus responsibilities such as church attendance, chapel attendance, and deportment policies. Violation of these stipulations will result in the exception being revoked.

ID Cards

ID cards are issued during Registration. Your ID card is an important tool for use around campus. ID cards are used for entering the residence halls and dining hall (residential students), recording chapel attendance in the gym, and checking out material from the library. An ID card may also be required for admission to university activities and facilities (e.g., gym or weight room). *Note: Each dorm student is permitted 21 entries per week for meals in the Dining Complex.*

Students should always carry their ID cards and should not loan, borrow, or duplicate an ID card in any way. Please report lost or stolen ID cards to the Student Life Office. Replacement ID cards can be purchased from the Library for $15.

Your MBU ID card can also be used to register to vote. Many young people participate in elections for the very first time while at college. We encourage all students to register and vote.

- Students who are at least 18 years old and have lived in Wisconsin for 10 days are eligible to register and vote in Wisconsin.
- Students can register any weekday before an election and can also register on Election Day.
- To register, you must have your MBU Photo ID card and a current student account statement.
- Because registering and voting in more than one place is illegal, students must decide if they want to register and vote locally or in their hometowns via absentee ballot. Whatever the form of voting, students should be sure to exercise this special right and responsibility.

For more information about voting in Watertown, visit watertownwi.gov.

Athletics

Intercollegiate athletics promote the character development of participants, enhance the integrity of higher education, provide the opportunity to share the gospel of Jesus Christ, and promote service and civility in our local churches and society as a whole.

Maranatha's intramural competitions are organized by the Office of Student Activities. Students can participate in intramural sports such as dodgeball, basketball, volleyball, flag football, and others.

Students may access the Fitness Center Gym, Fitness Center Balcony, and weight room. Please report any injuries or broken equipment to the athletic staff immediately. The soccer fields may not be used for recreational activities. However, the upper and lower "Quad" areas are available for recreational use (between Old Main and the men's dorms and the lower east area between the parking lots on the men's side of campus).

Student Leadership

Student leadership positions are a practical way that Maranatha develops leaders. Students have an opportunity to learn to lead in a safe and mentoring environment. Student leadership is comprised of Residence Assistants (RAs), Room Leaders (RLs), Society, Student Body Officers, Registered Student Organizations, and Team Captains. There are also leadership opportunities in choirs and some academic degree programs (e.g., senior nursing students). Students must meet the following criteria to be considered for a student leadership position: academic eligibility (2.0 GPA), financial eligibility, good deportment, and a demerit record of less than 75 demerits.

Office of Student Activities

The Office of Student Activities oversees all Society, Student Body, and Registered Student Organization (e.g., Mission Prayer Group) activities. Students participate in various activities and often have opportunities to plan and organize events as either elected officers or volunteers.

Residence Hall Leadership

Each residence hall has a dorm supervisor who is a staff member responsible for the building and residents. The Dorm Supervisors select, train, and lead the student leaders who serve as Resident Assistants (RA) and Room Leaders (RL).

Employment

Maranatha offers many different options for on-campus employment, and the Watertown area provides ample opportunities to work off-campus. To apply for an on-campus job, see mbu.edu/workhere/. While working on campus, student employees should not use offices as study locations. While working off campus, students should follow all university expectations regarding dress, transportation, and work or travel with only one person of the opposite gender. In addition, no place of employment should infringe on the testimony issues mentioned above. For example, students may not serve alcohol although they may work in food preparation, in kitchens, or in the delivery service of any restaurant that serves alcohol.

Although Watertown is a safe community, women students should take precautions such as walking to and from off-campus work only during daylight hours. In addition, they should talk with the Student Life Office about late-night shifts requiring them to travel alone and out of town.

Campus Guidelines

The Maranatha campus is home away from home for dorm students and may feel like it for many commuter students. Our campus guidelines attempt to balance a home-like atmosphere with the reality that hundreds of people are on campus every day.

Buildings

Students should be in faculty offices only by appointment or during visiting hours. The supplies and equipment in offices, classrooms, and workspaces are not for personal use. Non-public areas should only be accessed if students have a work requirement or special permission. These include the kitchen, maintenance buildings/offices, mechanical rooms, storage areas, attics/roofs, and fire escapes.

The couches and chairs in classroom buildings should not be used for sleeping or lounging (e.g., feet on furniture or legs draped over chair arms) during normal business. Students should not move furniture.

Classroom & Equipment

Students may reserve classrooms and Burckart Hall through the Registrar's Office whenever the buildings are open. Students may use classroom equipment if preparing for a presentation or if they have reserved a room for a special event.

After-Hours Reservations

A faculty member may request permission from the Student Life Office on behalf of a student(s) who wants to use a classroom or computer lab after Dorm Lock. Classrooms may be reserved from 10:00 pm up to midnight (Students working after midnight must have a faculty member present).

Post Office Policies

Students should check their mailbox regularly and should not check for other students. Mail to students should be addressed as follows:

Student Name MPO #
Maranatha Baptist University
745 W. Main St.
Watertown, WI 53094-7638

Lost and Found

All valuables such as wallets, purses, jewelry, money, keys, I.D. cards, cell phones, tablets, etc. will be turned into the Student Life Office where they can be claimed during normal office hours.

All books, book bags, clothing, and other personal items will be kept temporarily in designated areas of each building listed below before being brought to the Student Center for OSA to store. All unclaimed items are disposed of at the discretion of the university.

- Old Main and Modulars | Student Center
- Library | Circulation desk
- Gym & Fitness Center | Laundry room

- Dining Complex | Wooden cubbies on first and second floor (or Welcome Desk)

Please contact the Student Life Office for lost and found questions when school is not in session.

Guidelines for Mixed Groups

Appropriateness and appearance of appropriateness are an important part of the Christian life, including while part of the MBU community. The guidelines below for mixed groups are safeguards to protect the testimonies of our students. For example, couples should not be in unlit locations at a park after dark.

Other guidelines are wisdom-based to avoid situations where temptation may more readily happen. For example, couples should not take walks on campus or in the community after dark in unlit locations.

Couples may not engage in physical contact and should maintain observable space between them. Side hugs are permissible for photographs. Couples should never be in a vehicle or an apartment alone on-campus or off-campus.

Around Campus

After 5:00 pm or on weekends, a mixed group of only two may not be alone in the following situations: any classroom or practice room (use ALH, BH, or OM 212 during the day if you need to practice in a mixed group of two), DC classroom hallways, OM 3rd floor, 1st and 2nd floor hallways (excluding OSA hallway), and Academy Level, and Century House. If outside, couples should separate before the yellow posts outside the Dining Complex. When leaving a sports activity from the gym, part inside the gym.

Male students should not linger behind the women's dorms. Women students should not walk behind the men's dorms nor be in the quad-area grass in front of the men's dorms after dark unless there is a special event. Mixed groups may be at the pickleball and basketball courts and the quad pavilion after dark. Women should use the sidewalk closest to Old Main.

Dating

The presence of Maranatha Baptist Academy (high school) and some MBU employees who are recent graduates can create unique dating situations. The following policies have been made to promote appropriateness. University students may date a senior academy student if the age difference is 2 years or less and the academy student has parental permission. Faculty/Staff may date only students who are at least 21 years old or a Junior. EPass policies for dating couples fall under the student with lesser status.

Private Events

Sales parties, bachelor parties, bridal showers, or baby showers may not be held in student housing or anywhere else on campus. Students may not advertise and/or sell candy, soda, or other products in the dorms without permission from the Student Life Office.

Visitors

Overnight guests should be registered with the Welcome Center in advance. A student who fails to notify the Welcome Center when expecting a guest will be charged the $25 visitor fee. Visitors who are not coming as prospective students may stay for two nights but must be approved by the Student Life Office/Dorm Supervisor.

Off-campus students may spend the night in a dorm only if the National Weather Service has issued a travel advisory for hazardous road conditions or if they have received special permission from the dean of men or dean of women.

Vehicles: Parking & Registration

Students must register their vehicle and display the hangtag clearly while parked on campus. The vehicle registration forms and parking regulations can be accessed on MyMaranatha underneath the Campus Life tab. Parking hang tags may be used as long as a student is enrolled, but the parking fee is semesterly. Bringing a trailer, boat, or recreational vehicle of any kind to campus is generally discouraged and may only be done by obtaining permission from the Student Life Office before bringing it to campus. Please contact the Student Life Office if your vehicle changes or if your status changes between residential and commuter.

Students who loan vehicles to others do so at their own risk. The registered operator of a vehicle is responsible for any campus citations incurred while his or her vehicle is operated by another student.

If you are unable to park in your assigned area, notify Campus Security promptly. Students may park in designated faculty/staff areas only when the following conditions exist:

- It is after 5 p.m. Monday–Friday or it is the weekend.
- The “Open Parking” sign is posted.
- Parking is restricted due to an announced event.

From November 15 to April 1, no overnight parking is permitted in the east parking lot (east side of Main Building), upper faculty/staff parking lot (behind the Alumni Services building), or the parking lot on the north side of the gym or the lot behind the Dining Hall to facilitate snow removal. Violators will be ticketed.

Students should never park in the Welcome Center Circle or spaces identified as Reserved, Visitors, or Authorized Vehicles Only, or are designated as handicap parking (without a handicap hangtag or license plate).

All vehicles are to be parked on the Men’s gravel lot during the break by the last school day before Thanksgiving, Christmas, and Spring break. You may leave a vehicle parked on campus during the summer. See the Student Life Office for instructions about parking, fees ($15 for summer), and turning in a set of keys. The University assumes no responsibility for vehicles left on campus.

Some routine vehicle maintenance may be done in university parking lots such as adding fluids, jump-starting, and changing flat tires. More substantial or messier vehicle work is not permitted in campus parking lots due to safety and damage concerns. These include oil changes, work on fuel lines/systems, any repair that normally requires hoists or lifts, or any repair that requires a vehicle to sit on blocks or jack stands (apart from changing a flat tire).

STUDENT LIFE POLICIES

Many of our Student Life policies fall under the community standards category rather than Biblical or legal. As community standards, they either help us function well together by creating a positive campus

environment or intentionally advance the MBU mission through short-term expectations that create a mentality necessary for long-term success.

General Expectations

Dress

Maranatha is committed to honoring God and training Christian leaders for ministry (Ephesians 4:12). Appearance is a very recognizable part of one's testimony, and believers are admonished in 1 Timothy 4:12 to be examples in every area of life. Maranatha's dress code is guided by the following principles:

- Modesty ("Does what I am wearing draw undue attention to me?")
- Appropriateness ("Does what I am wearing fit my activity and my context?")
- Gender Distinction ("Does what I am wearing reflect God's created design?")
- Preparation for leadership ("Does what I am wearing aim for the ideal or just meet the standard?")

Specific applications for these principles will differ depending on context, but the **mentality** developed through them is transferable to every context. Believers represent Christ and must often set aside individual liberties in the short term to achieve long-term goals for the cause of Christ.

Specific applications for these principles will differ depending on context, but the **mentality** developed through them is transferable to every context. Believers represent Christ and must often set aside individual liberties in the short term to achieve long-term goals for the cause of Christ. We want to help students develop a twofold mentality through our dress code.

#1 | Strive for the ideal (what is better) rather than settling for the standard (what is allowed).

For example: Class dress has a more casual side (standard) and a dressier side (ideal) that all fit within the category. The standard may be ok for your average class day, but you should strive for the ideal when presenting in class or meeting with a recruiter on campus. Leaders set themselves apart from others by seeking the ideal.

#2 | Learn to discern the ideal by yourself (what is better) rather than needing others to tell you the standard (what is allowed).

For example: Your summer internship at a bank may not have a dress code. However, in the interview process, you notice that the bank executives are professional in their dress (men: sports coat; women: nice dress pants). You could show up in your "class dress" without breaking their unstated dress code, or you could discern the ideal and give a great first impression.

Dress Code Mentality & Church Dress

At MBU, we want to teach students to apply the above guiding principles and desired mentality skillfully within the local church context. The Bible gives no dress code for church but does give broad guiding principles.

- We must prepare ourselves to worship corporately, which includes how we dress. In Psalm 96:9, "the splendor of holiness" could also mean "holy attire." We worship God dressed in a way that is different from our common dress (i.e., holy).
- We must present our best while worshipping corporately. In Malachi 1:6–8, second-rate worship dishonors God, which has many applications for our New Testament worship. We give worthy worship to God instead of settling for convenient worship.
- We must avoid prejudice based on how others dress for worship. In James 2:1–7, prejudice or partiality based on dress in church is condemned as sin—which can go both ways. It is sin to judge the woman whose "best" means jeans, and it is sin to judge the man whose "best" means a suit and tie.

Each of our partnering churches lives out these Biblical principles differently based on their leadership, membership, and ministry context. Because we want students to develop a mentality and practice living out the principles, there is no one-size-fits-all church dress expectation for students, faculty, or staff, but there are expectations with definite boundaries.

On Sundays, you should dress at your church's platform standard for lay ministry (choir, orchestra, Scripture readers, prayer, musicians, etc.). If your church does not have a specified platform standard, pay attention to what is worn by those ministering from the platform and match the upper end of their example. Examples

- A female student should wear a skirt/dress on Sundays if most women involved in special music wear skirts/dresses, even if there are one or two that occasionally wear dress pants while singing.
- A male student should wear a suit coat and tie if the men ushering, reading Scripture, and leading in congregational prayer most frequently wear a suit coat and tie for that service.
- A male student whose pastor wears a polo shirt while preaching on Sunday night should talk with his pastor before wearing a full suit and tie to sing special music on Sunday night.

Dress at church should never be less than a dressier class dress on Sundays or Wednesdays without an appropriate reason based on activity and context (e.g., you are running a children's activity; your church is having a picnic instead of a service).

Practice the principles and develop the mentality! If you do, you will please God now and train yourself to please Him later as you leave MBU to enter the next stage of life.

Men's Dress

Maranatha's dress code is guided by the principles of modesty, appropriateness, gender distinction, and preparation for leadership in the ministry and workforce. The following explanations provide the baseline standard for what is expected in each dress category. Students are encouraged to strive for the ideal rather than be content with the standard. For example, what technically works for class dress might not be advantageous for a job interview.

General Hair and Grooming Expectations

- Hair must be above the collar, off the ears, and above the eyebrows at all times.
- Hairstyles may not exceed 2" from the scalp and may not be pulled back in a bun, ponytail, etc.
- Grooves, shelf cuts, extreme faddish styles and haircuts with significant contrast in length or layering are not permitted. Hair must be blended smoothly with no sharp lines or dramatic changes (e.g., no "modern mullets").
- Men may not bleach, color, or highlight their hair.
- Sideburns below the bottom of the ear are not permitted.
- Men should be clean-shaven or have well-groomed facial hair.
    - Facial hair must be fully established prior to the semester. This means that there should not be patches in growth or sparse coverage. Those who are not yet able to grow fully established facial hair should remain clean-shaven.
    - Facial hair style must be traditional (mustache, goatee, full goatee, or full beard). Examples of styles not permissible under this policy include chin curtain, soul patch, or muttonchops.
    - Facial hair should be well-maintained and neatly groomed, meaning:
        - A clear cheek and neckline must be established and maintained. The neck must be clean-shaven below the neckline. No neckbeards. There must be a trimmed, intentional border to the beard.
        - Neatly trimmed and never longer than 1/2" in length.
        - A beard should be fully grown in. It should not exhibit the unkempt appearance of stubble or a "5 o'clock shadow."

General Clothing Guidelines

- All clothing should be loose-fitting and in good taste.
- Clothing with wording, logos, or picture must be appropriate in content and not inappropriately placed to draw attention to specific areas of the body.
- Clothing (jeans, pants, shirts, etc.) should be in good condition, should not have holes or frays, and should not have noticeable fading that draws attention to specific areas of the body.
- Hoodies are defined as pullover sweatshirts with a hood.
- Undergarments must be covered at all times no matter the activity.
- Pant length should come at least to the top of the ankle. High-water pant styles are not acceptable.
- Skinny jeans/pants are not acceptable for any category.

- Collared shirts should not be open to reveal the chest and chest hair. Generally, this means that only the top button on a polo is unfastened. Undershirts should also be used to accomplish this if the shirt is not designed with buttons for sufficient coverage.
- When a tie is required, the top shirt button should be buttoned. Neckties should be pulled up covering the top button of the shirt.
- For male students, hats may not be worn in buildings (exceptions: in the gym during sporting events and while working if part of work uniform)
- Adhere to the level of dress called by meeting organizers.

Jewelry and Tattoos

- Tattoos, body piercing, and body branding are not permitted.
- If a male student gets a body piercing prior to coming to Maranatha, he will be required to remove the body piercing, visible or not.
- If a student gets a tattoo prior to coming to Maranatha, he will be required to cover the tattoo unless permitted to do otherwise by the Dean of Students. *Note: a student granted that permission may still be required to cover the tattoo while representing the university through music groups or an athletic team.*
- Students may not get a tattoo during their enrollment at MBU which includes all breaks (e.g., Christmas, summer).
- Earrings are not permitted. Necklaces may be worn but must be tucked under the shirt.
- Bracelets are permitted.

NOTE: Due to the blatant endorsement of nudity, promiscuity, and immoral lifestyle of some brands (e.g. Abercrombie & Fitch and Hollister Co.), MBU may prohibit the wearing of clothing by those brands and especially clothing that bears their name, trademarks, or other visible evidence of association with such brands.

Specific Dress Categories

Casual Dress General on or off-campus life, activities, and games.	
Acceptable Casual Dress • Jeans, cargo pants, joggers, etc. • Athletic shoes, sandals, etc. • T-shirts, hoodies • Knee-length, loose-fitting shorts (knee-length is defined as coming to the top of the kneecap when standing) are acceptable for **viewing** or **participating** in outdoor sports on campus, P.E. classes, and off-campus.	Not Acceptable Casual Dress • Tank top undershirts are not permitted. • Pajama pants are not appropriate for Casual Dress. • Ripped, patched, torn, inappropriately faded, worn-out jeans are not permitted. Additionally, • Untucked shirts, sweaters, or sweatshirts must be long enough to always cover the skin no matter the activity.

Athletics notes:	Not Acceptable Athletic Dress
• Sleeveless shirts and jersey tank top shirts are appropriate for sports participation or working out* • Knee-length, loose-fitting shorts are acceptable when participating in athletics or weightlifting indoors.	• Sleeveless shirts split below the sleeve. • Shorts, when doing certain activities (like sit-ups and leg lifts) when the opposite sex is present.

Class Dress (considered "business casual") Classes, final exams, matinee performances, recitals, and chapel.	
Acceptable • Nice-looking, clean, dress slacks and khakis. Belts are required. • Nice-looking collared shirts (polo/golf shirts) or dress shirts always tucked into the waistline • Sweaters and quarter-zips, when worn, should be worn over a collared shirt • Dress shoes, and some fashion/lifestyle sneakers. (Regulations below.) • Socks are required. • If involved with chapel platform ministry, coat and tie with dress shoes is appropriate.	Not Acceptable • Jeans, casual, and cargo pants. (See definitions below) • Hoodies • T-shirts/sweatshirts with writing Additionally, • Ties should be worn to class for significant presentations including speeches, capstone presentations, music/drama performances, etc. Faculty will note this requirement when applicable.
Notes on shoes: • If the shoe is designed for athletic endeavors (running, cross-training, basketball, trail, etc.), it is not appropriate for the MBU context of business casual classroom dress. • Shoes that are not obviously dress shoes or business casual shoes and are in the gray area of style (e.g., fashion sneakers) must be all in one color, and one shade of that color. • When in doubt, talk to your Dorm Supervisor.	

Definitions:
- Jeans—Pants/slacks made from denim or denim-like material and/or have copper rivets (a common distinction of jeans).
- Cargo Pants—Pants/slacks with pockets in the mid-thigh area regardless of the interior/exterior nature of those pockets.
- Casual pants—overly casual, non-professional pants. Example: pants with elastic at the ankle or athletic-looking.

Church Dress See philosophy and principles under "Dress Code Mentality and Church"	
Expectations For Sunday • Match the official platform dress policy of your partnering church. • If no official policy, match the upper end of church members involved in platform ministry • Must at least be a dressier class dress	Not Acceptable • Fashion/lifestyle sneakers • Denim or jeans • Sweatshirts or hoodies • Failure to respect and follow expectations of local church leaders • Failure to accurately discern and follow the ideal if no official policy

Special Events on Campus University plays, concerts, dress rehearsals, special meetings, baccalaureate, graduation, and when announced.	
Acceptable • Suits or sports coats with coordinating dress pants • Dress shirts and ties • Dress shoes and socks	Not Acceptable • Fashion/lifestyle sneakers • Denim or jeans • Sweatshirts or hoodies
Notes for formal special events (e.g., banquets, artist series) • Not acceptable: Costumes and historical Period dress, Fashion/lifestyle sneakers, Canvas-type shoes • Acceptable: suits or tuxedos	

Women's Dress

General Clothing Guidelines

- Dresses, skirts, pants, and shirts must be loose-fitting and must have ease; not following the contours of the body closely.
- Necklines may not be lower than 3 fingers from the collarbone in front and 5 fingers from the base of the neck in back. Cleavage should never be visible.
- All hemlines (including kick-pleats and slits) must be no shorter than the top of the kneecap when standing, walking, or sitting.
- Clothing of sheer or revealing material may be worn only when the garment underneath conforms to normal dress guidelines.
- Tops must have a strap of at least four finger widths of material. Sleeveless tops must be close cut around the arm and must cover to the edge of the shoulder. No undergarments should be visible at any time.
- All clothing and T-shirt logos must be in good taste. Wording, logos, or pictures that are inappropriately placed to draw attention to specific areas of the body are not permitted.

- Hoodies are defined as pullover sweatshirts with a hood.
- All clothing should be in good condition, should be without holes or frays, and should not have noticeable fading that draws inappropriate attention to specific areas of the body.
- Adhere to the level of dress called by meeting organizers.
- Untucked blouses and tops must always be long enough to cover skin at all times—no matter what the activity.

Hair, Makeup, and Jewelry

- Hair should be cut in a feminine style. Extreme faddish styles, and haircuts with significant contrast in length or layering are not permitted. Hair must be blended smoothly with no sharp lines or dramatic changes. Any coloring should appear natural.
- Tattoos, body piercing, excessive (or unnatural) makeup and jewelry are not permitted.
- If a student gets a body piercing prior to coming to Maranatha, she will be required to remove the body piercing, visible or not.
- If a student gets a tattoo prior to coming to Maranatha, she will be required to cover the tattoo unless permitted to do otherwise by the Dean of Students. *Note: a student granted that permission may still be required to cover the tattoo while representing the university through music groups or an athletic team.*
- Students may not get a tattoo during their enrollment at MBU including all breaks (e.g., Christmas, and summer).
- A maximum of three earrings may be worn in each ear: 2 earrings in each lobe and one cartilage piercing in each ear.

Swim Wear

- When swimming has been approved, swimwear must be a modest one-piece suit or tankini (no midriff showing).

NOTE: Due to the blatant endorsement of nudity, promiscuity, and immoral lifestyle of some brands (e.g. Abercrombie & Fitch and Hollister Co., Victoria Secret outerwear), MBU may prohibit the wearing of clothing by those brands and especially clothing that bears their name, trademarks, or other visible evidence of association with such brands.

Specific Categories

Casual Dress Appropriate for on or off-campus activities and games.	
Acceptable • Athletic pants (wind pants, sweats), loose-fitting slacks, jeans, or capris. • Loose-fitting shirts.	Notes • Pajama pants are not appropriate for Casual Dress. • Knee-length, loose-fitting shorts are appropriate for viewing or participating in

	outdoor sports on campus, P.E. classes, and off-campus.

Class Dress (Considered "business casual") Classes, chapel, final exams, matinee performances, and recitals.	
Acceptable • Loose-fitting skirts, professional pants (or pants similar to khakis), dressier tops, and dresses. • Dress shoes, boat shoes, dressy sandals, and some fashion/lifestyle sneakers. (Note below)	Not Acceptable • Jeans, Cargo, capri pants, casual pants (See definitions below). • Skirts/pants with extreme fading and patches (designed or from wear). • Hoodies. • T-shirts/sweatshirts with writing. [SL 6/21] • Athletic shoes, athletic sandals/slides, flip-flops, Crocs, and slippers. Additionally • Non-casual, professional attire should be worn to class for significant presentations including speeches, capstone presentations, music/drama performances, etc. Faculty will note this requirement when applicable.
Notes on shoes: • If the shoe is designed for athletic endeavors (running, cross-training, basketball, trail, etc.), it is not appropriate for the MBU context of business casual classroom dress. • Shoes that are not obviously dress shoes or business casual shoes and are in the gray area of style (e.g., fashion sneakers) must be all in one color and one shade of that color. • When in doubt, talk to your Dorm Supervisor.	
Definitions: • Jeans—Pants/slacks that are from denim or denim-like material and have copper rivets. • Capris—pants that are shorter than two inches above the ankle. • Cargo Pants—Pants/slacks that have pockets in the mid-thigh area regardless of the interior/exterior nature of those pockets. • Casual pants—overly casual, non-professional pants. Example: pants with elastic at ankle or athletic-looking.	

Church Dress See philosophy and principles under "Dress Code Mentality and Church"	
Expectations For Sunday • Match the official platform dress policy of your partnering church. • If no official policy, match the upper end of church members involved in platform ministry • Must at least be a dressier class dress	Not Acceptable • Fashion/lifestyle sneakers • Denim or jeans • Sweatshirts, sweatshirt "hoodies", or hoodies • Failure to respect and follow expectations of local church leaders

	• Failure to accurately discern and follow the ideal if no official policy

Special Events on Campus Chapel platform participation, university plays, concerts, dress rehearsals, special meetings, baccalaureate, graduation, and when announced.	
Acceptable • Dresses, skirts, etc. • Dress shoes/sandals.	Not acceptable • Denim skirts • Casual shoes (example: lifestyle sneakers, Birkenstock clogs). • Music performers or others participating in platform events in chapel must wear skirts or dresses to the bottom of the knee and have outfits approved by the Residence Supervisor.

Formal special events (e.g., banquets, artist series)
• Acceptable: Floor or tea-length dresses or skirts with dressy tops; dress shoes
• Notes:
  ○ Necklines lower than 3 fingers from the collarbone in front or 5 fingers from the base of the neck in the back are not appropriate.
  ○ Costumes and Historical Period dress are not appropriate.	

Entertainment

General Guidelines

A believer's entertainment choices must align with the clear principles of Scripture. This includes printed media, social media, music, and movies/streaming. Some entertainment choices are clearly out of bounds for a believer. Other choices fall into the wisdom and Christian Liberty arena. Believers must recognize that what they view and hear impacts them subtly and insidiously and can influence them with ungodly attitudes, desires, and motivations. The rationale behind the entertainment guidelines either reflects (1) what is unacceptable Biblically for any believer, (2) what might be wiser for a believer, or (3) what fosters an environment conducive to our mission. Consider the following examples:

(1) Because of Biblical standards (c.f., Phil. 4:8), students may not view R- or X-rated or TV-MA video content or play video games rated adult-only (AO). (2) Because of wisdom principles, games associated with gambling (1Thess. 5:22) or including the exchange of personal property are not permitted. (3) To foster an environment that we believe is more conducive to completing our mission, students may not watch a movie in a movie theater during the semester, whether they live off or on campus.

Any entertainment regardless of format (e.g., video, text, gaming, music, board/card games, social media) that promotes the following is unacceptable off or on campus: nudity, sensuality, violence (gratuitous, grotesque, extreme, or persistent), sexual/obscene language or innuendos, occult promotion.

Visual Media

TV, movie, and game ratings can be helpful starting points for making God-honoring decisions but cannot be the sole criterion for a believer's decision. In addition to the entertainment content, context influences some decisions. To promote a campus atmosphere conducive to our mission, MBU sets stricter viewing guidelines to promote unity and deference (necessary principles within Christian Liberty).

Most movies/shows rated G/TV G or PG/TV-PG will be permitted. Some PG 13 and TV 14-rated movies/shows may be permissible on campus if they do not contain nudity, sensuality, violence (not grotesque, extreme, or persistent), or sexual/obscene language or innuendos. See the Movie Watching Guidelines on the Student Life tab in MyMaranatha for examples. It is always wise to double-check PG-13 and TV-14 choices with the dorm supervisor to avoid issues.

Most games rated for everyone (E) are acceptable unless they deal with gambling. Games with a mature (M) or teen (T) rating are evaluated on an individual basis by the Deans or Dorm Supervisors.

Sports Pools

Paying a fee to participate in a pool or competition (NCAA tournament brackets, Super Bowl squares, fantasy sports leagues such as Fan Duel or Draft Kings, etc.) where an award of money or prizes is made to winners is considered gambling and is prohibited under this policy.

Music

Maranatha takes an intentionally safe application of music standards for a dual purpose of patterning one application of principles and practicing love through care and deference. All music that students listen to in residence hall rooms or vehicles must be compatible with Maranatha's music standards. Characteristics of conservative music include:

- The lyrics – Lyrics that are uplifting
- The music – Music that is balanced in melody, harmony, and rhythm

The following types of music may be used in campus programs, and students may listen to these types whether off or on campus: classical, approved sacred music, semi-classical (light concert music, music from operettas, and such as has passed into the concert repertoire), band music, musicals, and conservative soundtracks. Students should avoid the following types of music regardless of location: alternative rock, jazz, rap, rock, folk rock, country, or Christian music that mimics those styles of music (e.g., CCM)."

Communication and Network

Network and Internet

Internet access through Maranatha's network is filtered. Attempts to bypass filters are prohibited. To help our network function as designed, Students may not set up personal wireless access points/routers, hotspots, or any other wireless transmission devices in the dorms or any other Maranatha building. Students needing help with network devices (such as printers, switches, etc.) should contact the IT Help Desk.

Computer Labs

Computer labs are available as tools for students, not as a home away from the dorm. Food and drink should not be taken into computer labs, music labs, and library computer labs. You should not install software without approval.

Account Privacy and Security

Maranatha's network facility requires each user to have a unique identity to gain access to or otherwise use the system or facility. Using or attempting to access someone else's computer account or sharing passwords to accounts is prohibited. Graduating students and non-returning undergraduate students' accounts will be disabled after six months unless they apply for another program or register for another class.

As believers, we must strive to ensure that all our network activity reflects the character of God. This includes but is not limited to accessing off-limit sites, using the network for illegal activity, sharing confidential information, hacking, introducing malicious software, and attempting to forge mail messages.

Communication

MyMaranatha and chapel announcements are the primary means of mass communication. Sale notices can be sent through the Marketplace Ads page on MyMaranatha. Approved student groups can submit an announcement request through MyMaranatha (e.g., societies, student body). Students should not send email to more than thirty people (this includes reply-to-all emails). Surveys done for a class project must be approved by the instructor through the Office of Institutional Research if it includes more than 30 people.

Petitions

Student input is solicited, considered, and respected. The university's faculty, staff, and administration are available and very willing to hear from you. Therefore, petitions are not only unwanted but represent the unwillingness of the petitioners to work through properly provided channels. Those who initiate petitions among our student body will be subject to disciplinary action.

Phone Etiquette

Phones can be either a positive tool or a hindrance for you and others. Phones should be silent during class, chapel/special meetings, and church services. Ring tones should fit within Maranatha's music guidelines. Video conferencing may be done in public places and designated areas of the dorm. You are responsible for showing deference and care for other students while you are video conferencing. Headphones and earbuds may be used on campus but should not detract from an "others focus" on campus (Rom 12:10). Traveling groups and teams may use headphones and earbuds at the team leader's or coach's discretion.

Recreation

Maranatha and the Watertown area offer a wide variety of recreational activities. Principles of appropriateness, safety, and accountability govern recreational activities.

For example, it is not appropriate to use main campus drives, parking lots, and sidewalks for activities like skateboarding or biking due to vehicle and pedestrian traffic. There are places in Watertown designed specifically for those activities. Women should not jog off-campus alone after dark as a safety precaution.

Any student body groups desiring to have a bonfire (by Costume Cottage) need to complete a request form at least three days in advance of the event. The forms are available through the Office of Student Activities. There is a $25 fee for each bonfire to cover Facilities Management personnel costs for building and lighting the fire after-hours. Students wanting to reserve the Firepit by the soccer field may reserve it through the Welcome Center. Deer processing should not be done on campus.

Passes

The EPass system is used by both residential and commuter students. Functionally, passes are primarily used to secure permission to miss a required activity such as chapel, dorm lock, and church. Just like recreational activities, our EPass policies are designed to promote appropriateness, safety, and accountability.

Any student needing an EPass should submit it before the event or an absence from a required activity. Weekend passes should be submitted before noon on Friday to ensure that they are reviewed for approval.

See Specific Audiences for more information on how passes relate to older students, off-campus students, and engaged couples.

Pass Chart

The following situations always require an EPass:

- Returning after dorm lock
- Traveling as a couple
- Traveling over an hour away (unless going to your own home; see details below)
- Missing a required activity (e.g., chapel)
- Going to a pool or swimming activity
- Going to a church that is not your partnering church or home church with your family
- Visiting or staying overnight in a hotel (without your parents)

Students may walk, run, bicycle, and be in parks around Watertown with the following stipulations:

- Ladies should be in a group of two or more if after dark and let their dorm supervisor know.
- A couple may not be alone in a park after dark.

I am alone or in a non-mixed group…	EPass?

going to regular employment off-campus	Use work sign-out sheet in dorm
staying overnight • with your parents or family (include home or hotel) • at a student's residence (with parent's present)	Dorm Sup's permission required
staying overnight in the home of a non-student	Yes
babysitting in a residence	Yes (*use work sign-out sheet following approval*)
We are a couple and are… *(Couples may not be alone in a car or room)*	**EPass**
driving separately to a public place within an hour from campus	No EPass needed
visiting (not overnight) in any home or apartment	No EPass needed
staying overnight in the same home	Yes (w/*parental permission*)
I am in or meeting a mixed group of 3 or more students…	**EPass**
visiting (not overnight) in any home or apartment	No EPass needed
staying overnight in the same home.	Yes (w/*parental permission*)
I am an off-campus student and…	**EPass**
can host same-gender groups until dorm lock.	No EPass needed
can host same-gender groups overnight.	Dorm Sup's permission required
If I am dating another off-campus student and neither of us lives with our parents then we may not be alone in a home, apartment, or car without parental or faculty/staff supervision.	

Discipline

Purpose

Discipleship and discipline go hand-in-hand as the University attempts to train leaders. Students who are committed to living according to biblical standards (including honoring their commitment to abide by the Student Life Handbook guidelines) will not struggle to live within the guidelines even if the guidelines are uncomfortable.

Students who choose to disregard these guidelines and basic standards will face disciplinary action for their ultimate benefit. To train (disciple), discipline must be instructive and restorative as the Student Life Office balances the needs of the individual with the good of the campus community.

Community expectations do not apply when students leave campus for breaks (Thanksgiving, Christmas, Spring, and Summer) and are directly under their parents' authority. Expectations regarding testimony issues apply during the semester and all breaks and vacations because they are clear Biblical principles. Students are expected to follow all community expectations during the semester and if they return early from break.

Demerit System

Demerits are an accounting system designed to help students by helping the University recognize patterns of irresponsibility and promote personal interaction to correct potential problems before they become serious. The University has established several checkpoints (called levels of consequences) based on a student's accumulation of demerits each semester.

Maranatha may make adjustments to published penalties based on individual circumstances (including how frequently an individual student has the issue) and may address testimony issues that took place during a prior semester or break/vacation. The following chart is a guide to show the basic categories of infractions with the normal range of response.

Attendance & Deportment	
Absence, unintentional and first (Special meeting, chapel)	10
Absence, intentional (Special meeting, chapel, and church)	25
Misconduct in class, chapel, church, etc.	10–25
Dress & Grooming	
Dress infraction	10–25+
Dress infraction, tattoo after enrolled or tattoo uncovered, body piercing after enrolled, or jewelry not removed	25–50
Hair/grooming infraction	5–25
Interpersonal	
Dating infraction	10–Suspension
Fighting	10–Suspension
Horseplay, practical jokes	15–Suspension
Off-limits areas/wrong side of campus	15–25
Search, unauthorized of someone else's property	25
Dorm Life	
Courtesy Hour violation, noise/wrong room	5
Ironing in dorm room	25
Late entry after dorm lock	5 (+5 for each 15 minutes)
Entertainment & Technology	
Computer games, uncheckable	25–50+
Entertainment violation–viewing unapproved media	25–50+
Music Infraction	15–25

Technology, bypassing or attempting to bypass the network filter	Warning. 2nd offense = 25
Technology, sharing/using passwords	25–50
Technology, video conferencing violation (unapproved area, etc.)	15
General Expectations & Responsibilities	
Disobedience/insubordination-disrespect in attitude or action	15–Suspension
Improper procedure (e.g., failure in general or well-known responsibilities)	5–25
Library, books removed w/o checkout	25–75
Music Concert, unapproved	25–Suspension
EPass violation (failure to submit or not approved)	10–25
Testimony issues	50–Dismissal
Withdrawal from school w/o notification	Suspension
Safety Issues	
Emergency equipment misuse (e.g., tampering w/fire alarms, extinguishers, etc.; using emergency exit for non-emergency)	50–Suspension; pay expenses
Fireworks/Open flame	15–Suspension
Guns/weapons not stored properly	25, confiscation and storage fees
Property/equipment -abuse, misuse, tampering, or unauthorized use (theft)	10–Suspension; pay damages

Consequence Levels

If demerits are a series of warnings, consequence levels are checkpoints to which the warnings lead. The following chart shows levels of corrective actions for the accumulation of demerits.

Consequence Level Demerit Total	**Corrective Actions**
25	Student notified of accumulation
Level I **50** 40 on DP	Student meets with Dean of Students • $25 fine. • Follow up accountability with Dorm Sup.
Level II **75** 55 on DP	**Both on/off-campus students** meet with a Dean. • $50 fine • Cannot serve as a Residence Assistant, Room Leader, Student Body cabinet member, Society Officer, leader of a registered student group (RSO), or as captain of an athletic team (you will be notified by the Student Life Office).
Level III **100** 70 on DP	**Both on/off-campus students** meet with a Dean. • $75 fine. • All of the penalties for Level II

	• Suspended from participation in one athletic game (inter-collegiate and intramurals). • Suspended from participation in all plays and Fine Arts performances for the semester.
Level IV **125** 85 on DP	**Both on/off-campus students** meet with a Dean. • $100 fine. • All of the penalties for Levels II and III. • Suspended from participation in three athletic games (including intramurals). • Disciplinary Probation restrictions for the rest of the semester and the following semester. • May lose institutional scholarship, (based on terms of scholarship). • Other measures may be added by the Discipline Committee.
Level V **150** 100 on DP	• Subject to suspension or dismissal. • Must meet with the Discipline Committee. • If allowed to stay, subject to all Level IV consequences for the rest of semester and $125 fine. • Removal from athletic teams. • No intramural participation. • Other measures may be added by the Discipline Committee

Disciplinary Probation

Disciplinary probation (DP) is an attempt to help students whose demerit accumulation or testimony issues have highlighted a specific and substantial need. A student who has been asked to withdraw, or has been suspended, or dismissed, will be on Disciplinary Probation when they return. A student who accumulates 125 or more demerits in a semester will be subject to Disciplinary Probation for that semester and the subsequent semester. Upon enrollment at Maranatha, a student who has been expelled from another institution will be on Disciplinary Probation for their first semester here.

A student who has a status of Disciplinary Probation is limited to one EPass per week, must attend church in Watertown (unless permitted otherwise), is not eligible for leadership positions (e.g., dorm, society, team captain), not eligible for special awards or any Maranatha scholarships. In addition, the demerit consequence threshold for Disciplinary Probation is lower (see chart above).

Discipline Committee

The Discipline Committee determines corrective actions either when an issue has the potential of leading to a suspension (e.g., a Testimony Issue) or when a student has a question or dispute about a lesser issue. The committee is composed of the Dean of Students, the Dean of Men, the Dean of Women, the student's Residence Hall Supervisor, and a student body officer. Any student may request to meet with the Discipline Committee about an issue.

Suspension

The disciplinary system attempts to balance the support of individual students and the preservation of our community goals and culture. Unfortunately, there are times when either (1) the university cannot offer the help a student needs to grow, (2) the student has shown that they are not in a position to profit well from the intentional program, (3) or the university cannot retain a student without undesirable effects on the campus community. A student may be suspended from Maranatha for:

- Accumulation of 150 or more demerits in a semester.
- Accumulation of 100 demerits during a semester while on Disciplinary Probation
- Suspension can apply in cases where the demerits are accumulated solely or primarily for minor infractions.
- Commission of one or more testimony infractions.

There are various levels of suspensions. Level 1 allows a student to finish the semester under disciplinary probation but denies re-enrollment for the following procedure. In Level 2, the student must leave campus immediately and forfeit all classwork. They are allowed to apply for re-enrollment the next semester. Level 3 mirrors Level 2 except that the student must sit out one full semester before applying for re-enrollment. During and following a student's suspension period, the student may not return to visit on campus unless permitted by the Dean of Students.

Consequences, including suspensions, should be instructive and restorative. Maranatha Baptist University sincerely desires reconciliation and future restoration for students who have been suspended. status be accomplished. Application for re-enrollment does not guarantee acceptance to return as a student. Students seeking re-enrollment following suspensions should contact the Student Life Office for specific information regarding the process.

Dismissal

Dismissal is a consequence reserved for offenses deemed egregious by the University. The student would not be eligible to apply for readmission for ten years. A dismissed student suffers the loss of the semester in which he or she was dismissed and may not reapply for ten years. In addition, dismissed students may not visit Maranatha without administrative approval.

Withdrawal

If you are withdrawing from the University, you must begin the withdrawal process by visiting the Student Life Office. They will then help you through the exit process. A student who leaves the University without properly withdrawing is subject to suspension and may incur other charges.

Involuntary Withdrawal

Involuntary withdrawal is non-disciplinary. When a student is involuntarily withdrawn, the welfare of our students is always our primary concern. Involuntary withdrawal may occur when at least one of the following criteria is met:

- a student poses a credible risk of significant physical harm to himself/herself or others,

- a student significantly impedes the ability of other students to pursue their academic or campus-life experience, or
- a student significantly impedes the university faculty and staff from providing a quality educational, residential or campus-life experience for other students.

The involuntary withdrawal decision is made by the Student Care Committee comprised of Student Life Deans, a nursing faculty member or campus nurse, and the academic representative. The Student Care Committee can establish accommodations to help the student continue on-campus, set expectations for continued enrollment, or withdraw the student involuntarily from the University.

Appeals Process

Any decision of the Student Care Committee that results in involuntary withdrawal or any decision made by the Discipline Committee may be appealed to the Executive Council by the student.

- The student must notify the Student Life Office within 24 hours if they intend to appeal.
- The written appeal must be submitted to the Student Life Office within two business days.
- Appeals by parents or other interested persons will not be considered unless the appeals are attested to in their entirety by the affected student.
- The appeal must establish that the Student Care Committee's or Discipline Committee's decision failed to consider relevant information including newly discovered information or evidence or was contrary to standard policy and procedure.
- The decisions of the Executive Council are final.

When a student appeals a decision, the Executive Council may uphold, reduce or modify, or amplify the previous decision.

Residential Living

The on-campus, dormitory experience is a key component of how we try to accomplish the mission, although some standard exceptions are made to be an off-campus student (see Specific Audiences). Resident hall students must be at least 17 years old by the first day of classes unless granted an exception by the Administration through the Student Life Office (studentlife@mbu.edu) and must have never been married. The maximum age for a student to live in a residence hall is 30.

Students may request break housing for Thanksgiving/Spring breaks as well as the end of the semester ($7 per day or $50 for the entire week). Students required to stay for a university-sponsored event may stay overbreak with a reservation but without charge. Unfortunately, housing is not always available for the entirety of the Christmas break. For more information or for details about potential summer housing, see the Student Life Office.

Community Life

Dorm life is an opportunity for personal growth as students from various backgrounds learn to love and defer to each other while forming friendships and sharpening each other. We desire the dorms to have a God-honoring atmosphere that is safe, friendly, enjoyable, and full of personal and spiritual growth. Although specific policies govern residential living (e.g., dorm lock, room check), it is impossible—and

detrimental—to have a policy for everything. There are many things that are not against the "rules" but still harm the atmosphere we are trying to build and need to be addressed. Consider these four principles.

- ***Consider yourself***. While the dorm is "home," dozens of others call it home too. What may be normal to you in "home" dress, interactions, and personal space may not be for someone or everyone else.
- ***Love others***. For example, personal hygiene is important. Poor hygiene affects the college experience for your roommates. It is selfish and will also remove future opportunities for you.
- ***Be wise***. Take precautions to avoid compromising situations. You should never be in a room other than your own unless at least one of the room's occupants is also in the room.
- ***Steward well***. Accidents happen. However, wrestling, water gun fights, practical jokes, horseplay, etc., are not permitted because of the potential for personal or property damages. Request for repairs may be submitted to the dorm supervisor. Damage caused by misuse may result in fines to cover the material and labor costs.

Doors and Keys

Your Residence Supervisor will issue your room key when you check in at the beginning of the semester. For security reasons, you should never lend your room key to someone else. Lost room keys may be replaced for a $10 fee if reported before project due date each semester. There is a $25 fee for not returning a key, or failing to report a lost key, by project due date.

Dorm Life

Dorm Lock Policies

Policies that govern dorm lock are intended to create a safe and unified living environment. Unless your work or clinical schedule demands an earlier departure, students should not leave the dorm before 5:00 a.m. Students should be back in the dorm by the dorm lock time for that day:

- Sunday – 11:00 p.m.
- Monday through Thursday – 10:00 p.m. (also Dorm Devotions time except for Wednesday)
- Friday – 12:00 a.m.
- Saturday – 11:00 p.m.

  Dorm Lock during the week of finals is 11:00 p.m.

You should contact your dorm supervisor anytime you are unable to return to campus on time. When returning after dorm lock, scan your ID to gain entrance or contact your dorm supervisor if someone lets you into the dorm. Special permission to leave the residence hall after dorm lock may be requested from the dorm supervisor if the exception is exceptionable.

Dorm Devotions

All students should attend dorm devotions unless excused in advance by the Dorm Supervisor or doing regularly scheduled work. Devotion formats vary (dorm, hall, room) but are always from 10:00–10:20 p.m. on Monday, Tuesday, and Thursday. Although nothing in the routine of college life can take the place of personal time with the Lord, these dorm devotion times allow for sharpening and encouraging each other through the grind of the semester. Off-campus students are welcome to take part in dormitory devotions.

Courtesy Hours

Living in peace with others requires love and humble concern for one another. By observing Courtesy Hours, you help to maintain an environment that promotes unity and concern for others. Courtesy hours from midnight until 6:00 a.m. on Saturday–Thursday and 1:00 a.m. until 6:00 a.m. on Friday.

During courtesy hours, overhead dormitory room lights must be off. Rooms should be quiet without noise hearable from the hallway. Non-roommates may be together in study rooms and public areas. Hallways and bathrooms should be quiet. Roommates should always show deference for each other if one tries to go to bed earlier than courtesy hours.

Instruments may be practiced only in designated practice rooms around campus. Guitars may be played in basements and common areas of the dorm until dorm lock.

Furniture/Decorating

Dorm room furniture, arrangement, and decorating are a balancing act between university functionality and personalizing to feel like home. Room furniture generally can be rearranged – please check with your RL first and get your Residence Supervisor's approval. Please check with your Residence Supervisor before bringing extra furniture (lamps, chairs, desks, bookcases, etc.). Computer monitors or TVs should not exceed the length of the desk (42"). Power strips with overload and over current protection are the only acceptable power cords in the dorms. These strips must have built-in breakers (i.e. a reset switch or button) and may not be strung together.

For safety reasons, all furniture must be a minimum of 6" away from the baseboard heaters. Bunk beds should not be disassembled or modified. Halogen lamps are not permitted. Students may have one mini-refrigerator (3.9 cubic feet) per room unless one of the students has a medical exception for a second mini-refrigerator. There is a $25 fee per semester for a mini refrigerator.

Cooking is not allowed in residence hall rooms because it is the second leading cause of fires in residence halls in the country. Microwaves are available in a common area in each dorm. Below is a chart of approved and unapproved appliances for the dorm. If you have questions about an appliance not listed on the chart, please contact StudentLife@mbu.edu.

Approved	Examples of Unapproved Appliances	
Mini refrigerator (max of 3.9 cubic feet)	Air fryers	Hot plates
Coffee maker	Crock pots	Rice cookers
Keurig	Griddle	Sandwich maker

Electric kettle	Instant pots	Toasters

Every dorm room is provided with a portable AC unit during the late summer/early fall months.

You may decorate your room, but the decorations must align with our institutional values. Anything hanging in your room must be appropriate and in good Christian taste. Rooms should not be advertisements for movies and celebrities.

Items may be hung on the walls, not on the ceiling or in the windows. If tack strips are provided, please pin your posters, pictures, and decorations to the tack strip. Nails, screws, staples, packing tape, duct tape, masking tape, electrical tape, or sticky tack should not be used on the walls or furniture. Students may use any tape designed to be 'residue-free' (e.g., Mavalus tape) and up to four command strips per student. All command strips and residue-free tape must be removed during final checkout. Students will be charged for any repairs associated with neglect of this policy or user error with the command strips. Please see your dorm supervisor if you are having trouble removing command strips.

Pets

You are permitted to have fish in the residence halls in aquariums that are no larger than 20 gallons. No other pets are permitted except for service animals.

Christmas Decorating

For fire code reasons, Christmas lights are only permitted as a seasonal decoration; however, battery-operated decorative lights are permissible (e.g., "pixy lights"). All wreaths, trees, and boughs must be artificial.

Room Check/Inspection

Room check occurs during the chapel hour Monday–Friday and is a pass/fail inspection. Students who fail a room check receive an email notification and may speak with the dorm supervisor if they have questions or concerns. A 5th room duty failure within a semester results in a $10 fine. Fines will increase with subsequent Fails (10th fail is $25, 15th fail is $50, etc.).

General room check expectations include made beds, organized flat surfaces (e.g., dressers), sinks/mirrors cleaned, carpet cleaned, trash emptied (or low), and general unclutteredness of floor.

Final Checkout

Final Check Out takes place in stages, starting on the last Friday of the Spring semester, until whenever a student leaves after Open Finals. Failure to complete the Final Checkout process by the time the dorm closes will result in a $50 fine. The Dorm Supervisor will give details for Thanksgiving/Spring break, Christmas, and summer checkouts.

Shared Areas & Laundry

Beginning Fall of 2024, students have free-to-use laundry and no longer need to pay at the machine. All ironing should be done in the laundry area, not in the dorm rooms. Personal belongings left in bathrooms, showers, halls, and dorm common areas, are taken to the dormitory lost and found. Bicycles may be stored only in the designated area of the basement of each dorm, not in halls or rooms. Hair may only be cut in the bathrooms and must be swept up and put into the trash.

Semester Storage and Summer Storage

Students may store items through the semester and summer for minimum cost (storage fees are waived if items are placed in storage the Saturday before open finals). All items in dorm storage should be labeled with the student's name and address and stored in plastic storage containers no larger than 20 gallons. Larger items like mini-refrigerators, monitors, and office chairs may also be stored. Any items left in the dorm but not placed in storage or any items left unclaimed in summer storage after the start of the Fall semester will be disposed of at Maranatha's discretion. The university is not liable for the loss or damage of any items kept in the dorm or summer storage.

Residence Hall Safety

Fire safety issues must be taken seriously. In addition to the following policies, on-campus students receive fire safety training and participate in at least two drills per year.

Fire Safety Concerns

- Cooking is not allowed in residence hall rooms (cooking in residence hall rooms is the second leading cause of fires in residence halls in this country).
- Gasoline, lead-acid batteries, explosives, spray paint, propane, charcoal lighter fluid, and fuel-burning engines of any kind may not be brought into, stored in, or worked on in residence halls.
- Open flames (candles, incense burners, horseplay involving fire, etc.) are not permitted.
- Electric space heaters and other portable heat sources are prohibited.
- Locked exterior doors may not be propped open.
- Overload/over current-protected power strips must be used instead of extension cords.
- Be careful to unplug hair dryers and curling irons after use. Make sure that they are placed in an area where they cannot cause damage or contact with combustibles.

Note: Tampering with fire alarms, smoke detectors, fire extinguishers, etc., is considered a serious infraction. Problems with this equipment need to be reported to the Residence Supervisor.

Weapon Storage

The Weapons storage policy includes BB, airsoft, pellet guns, crossbows, firearms (handguns, rifles), or any potentially dangerous weapon. Weapons are not permitted in dorm rooms or anywhere else on campus. They may never be loaded at any time on campus. Students must abide by Wisconsin's gun laws and are not allowed to carry concealed weapons on campus. Ammunition may never be stored in the dorms. Bows and knives with a blade longer than 3.5" must be locked in your vehicle. Failure to store your weapon will result in disciplinary action and mandatory storage. Upon returning to campus, you need to store the weapon as soon as possible in the campus gun safe or in an inaccessible place within your locked vehicle (ref. Wisconsin State Law). Never take a weapon into a dorm or any other campus facility. For more information about storing and retrieving a weapon from the gun safe, please contact the Student Life Office.

Food Delivery

Delivery people are not allowed into the dorm at any time. Students who order food for delivery must wait at the front door of the dorm and be properly dressed to go outside to get the food when the delivery person comes. Deliveries are not permitted during devotion periods or after courtesy hours begin.

Specific Student Audiences

Off-Campus Students

All single undergraduate students live in the residence halls and participate in the board program unless they are living with family (parents, grandparents, aunts/uncles [see below policy on siblings]), student teaching more than 30 miles from campus, or they meet the following standard off-campus housing requirements for undergraduates:

- Is 23 or older before September 1 (for the Fall semester) or January 15 (for the Spring semester).
- Have a good academic record (minimum semester GPA of 2.0) and deportment record (fewer than 75 demerits in the previous semester).

  Note: Accumulation of 100 or more demerits during the semester while living off-campus will result in the student being moved back on campus immediately. Students living with a relative may be exempt from the age, 75 demerits, and 2.0 GPA requirements.

Students who want to live off-campus must submit an off-campus application. Exceptions to living off-campus may also be given for the following situations:

A student may live with a married or unmarried sibling who is over 23 years old and in good standing with the university (if applicable). The Student Life Office must have permission (written or emailed) from a parent or guardian.

Off-Campus Six-Hour Policy

If you must sit out a semester due to finances, the Registrar's Office can grant an exception to the Off-Campus policy. The exception allows you to take 6 credit hours of classes that are essential to the completion of your major that you would otherwise miss due to the course sequencing. You must have lived on campus for at least one semester to qualify for this one-semester-only exception.

The approval process includes:

- Registrar's Office approval
- Written parental approval submitted to the Student Life Office
- Submitting an Off-Campus Application
- Paying off any outstanding balance and paying one-third of the new semester as a minimum down payment.

Chapel & Fine Arts Attendance

Off-campus students attend chapel based on their class schedule. Off-campus students attend chapel if they have a class immediately before or after chapel. Off-campus students may take a personal day and miss classes if they cut all of their classes for that day and fill out an EPass before missing chapel.

Off-campus students taking 6 or fewer credits are exempt from chapel and Fine Arts requirements. Students living 30 miles away or more are also exempt from Fine Arts requirements.

Dating Guidelines

Off-campus students should refer to and follow the EPass guidelines whenever applicable (e.g., when hosting a group of students or dating an on-campus student). If you are dating another off-campus student and neither of you lives with your parents then you may not be alone in a home, apartment, or car without parental or faculty/staff supervision. Students living with parents are expected to abide by the general dating guidelines of Maranatha regarding dress, deportment, and physical contact.

Engaged Couple Status

Engaged Couple Status is a privileged status granted by the Student Life Office to qualifying students. Engaged Couple status can be granted by the Student Life Office to students meeting the following qualifications:

- have a wedding date set within 1 year.
- are seniors, older students (see below), graduate students, juniors who are at least 20 years old, or students who are at least 20 years old and in their last semester of a two-year program.
- are either a current student at MBU or a graduate of MBU.
- have acceptable discipline records.
- have received and completed a form from the Student Life Office.

Students who have been granted Engaged Couple Status are under all dating guidelines as outlined in the Student Life Handbook but may travel in or out of town without a third person. An EPass is still needed for:

- visiting or staying overnight in a home or apartment
- traveling more than an hour away
- returning after dorm lock

Married Students

Married life brings different challenges and pressures for the married student than those experienced by the single student. To support married students, the following exceptions have been made:

- Married students are exempt from the Fine Arts attendance requirement but may receive complimentary tickets upon request.
- Married students may apply for special chapel exemptions with the Dean of Students' approval.

- Married students do not have to attend Society or Student Body chapels.

Maranatha desires to help students make the transition to married life well. To help create a situation conducive to a good transition, students who do not conform to these policies must sit out a semester to help them adjust to married life.

- Marriage may not take place during a school semester without permission from the Dean of Students. Permission must be secured before the wedding date is finalized.
- Students may marry only if they are 20 years old or older.

Older Students On-campus

Older students are students who turn 23 before the start of the semester (September 1 or January 15). To enjoy the privileges of the Older Student status, you must have a good deportment record and be in good academic standing (semester GPA of 2.0; fewer than 75 demerits the prior semester). Older students are responsible for all University policies with the following exceptions

- Older students may leave the residence hall after the dorm lock but should use the work sign-out sheet.
- Older students must return before courtesy hours unless they have an EPass or have notified their Dorm Supervisor that they are planning to be gone overnight.
- An older student or graduate student dating another older student, graduate student, faculty, or staff member does not need an EPass and may ride together in a car without a third person.
- May opt out of Student Body and Society chapels by contacting the Student Life Office. Older students are required to attend those activities until they opt out.

  Male older students must live on the designated older student floor to participate in the dorm-related exceptions.

Common Courtesies

As students move toward independence, there is often a learning curve in understanding common courtesies that adults should show to one another. You must be aware of the courtesies before you can practice them. Here are a few courtesies that are often neglected by inexperienced students but can go a long way when practiced on-campus and beyond.

1) Reimburse someone who gives you are ride to the airport. At the 2025 standard mileage reimbursement rate, this is about $40 for a drop-off or pick-up from the Milwaukee Airport. Your driver may reject reimbursement, but you should still offer sincerely.
2) Express gratitude when someone does something special or kind to you. Especially in your church context, show gratitude when a church member invites you to their house, provides a meal, or spends extra time helping you. Cards and notes are preferred methods, but emails and texts are better than nothing.
3) Respond to communication quickly. Emails are a primary means of communication in college and in business. You should attempt to respond within 24 hours receipt of an email even if it is just to tell the person that you are working on what they asked about.

4) Remove your laundry in a timely fashion. College life is busy for everyone. Leaving your laundry for even an hour after it is done communicates selfishness.

HEALTH & SAFETY

Maranatha Baptist University has stewardship of our students, faculty, and staff which makes the health and safety of our University family of utmost importance. The Student Health Center, Campus Safety, and the Campus Safety Committee are three departments/groups that focus on providing a safe, God-honoring learning environment and supporting student health needs.

Student Health Center

The Student Health Center (SCH) provides support for ill students and assistance with scheduling medical and dental appointments. The SHC is not a clinic, nor can SHC staff members diagnose or prescribe medication. Students may contact the SHC Monday–Friday from 8:00 a.m. to 1:00 p.m. (920-206-2384 or studenthealth@mbu.edu. On-campus students should contact their dorm supervisor after hours or on the weekend. If necessary or desired, the dorm supervisor can contact the on-call nurse.

Students who are ill should contact the Student Health Center before missing chapel. The SHC can coordinate lunch delivery to dorm students who are ill. Students too ill for class or chapel are considered to be too ill for dating, work, sports, or other extracurricular activities. Any exception must come from the Student Health Center Coordinator.

Communicable Diseases

Any student with a suspected or known communicable or infectious disease should contact the Director of Student Health Services. The student may be required to see a medical provider before returning to dorm life, classes, or athletic participation. The student will be expected to follow the protocol that is ordered by the provider. The medical provider should provide information for the student to share with the SHC regarding diagnosis, treatment, and any restrictions to classes or campus life. The Student Health Center Director will notify other faculty, staff, and other students as deemed necessary, to prevent spreading the infection to others.

Personal Property and Liability

In the event of a catastrophe such as, but not limited to, fire, smoke, flooding, windstorm, hail, explosion, civil commotion, aircraft, or other vehicle collision, Maranatha Baptist University is not liable for damages to any personal belongings of students. Neither is Maranatha Baptist University liable for theft of personal belongings of students, staff, or faculty members.

Students should be sure that their personal belongings are insured through their parent's homeowner's policy or a renter's policy.

- You are responsible for your possessions.
- You should not leave your possessions in residence hallways at any time. This is both unsafe and a violation of the local fire code.

The Administration reserves the right to conduct routine room inspections and also to conduct any announced or unannounced room searches deemed reasonable and necessary by the Dean of Students,

Dean of Men, Dean of Women, and/or Residence Hall Supervisors. Anything a student has that is prohibited is subject to confiscation. Items will be returned to the student at the discretion of the Administration. You are not permitted to search through other people's property.

Missing items should be reported to your dorm supervisor (Off-Campus students should report to their Dean). Many items are merely misplaced before turning up in lost and found. Be quick to reach out if you misplaced something but slow to bring an accusation against someone.

STUDENT PROTECTIONS

Maranatha is committed to maintaining a God-honoring environment that promotes student safety and well-being. Issues that may arise are addressed seriously, carefully, and legally (if covered by law).

Confidentiality

Every effort will be taken to ensure that all information (parties involved, context, resolution, etc.) in the complaint remains confidential. Complaint information may be shared with necessary persons or with outside parties to fulfill any requirement imposed by law. It is understood that any person participating in the complaint process must maintain confidentiality. Understanding that confidentiality benefits all parties involved, all parties need to be aware of the following guidelines:

- Where a complaint relates to the actions of a member of Maranatha's faculty, staff, or student, the person against whom the complaint is made will be fully informed of the complaint.
- The proper investigation of a complaint may require the disclosure of the identity of the submitter to the person(s) accused or to third parties.
- The President's Office keeps a log of all Formal Complaints to comply with federal law.

In resolving difficulties, students should first attempt to resolve difficulties through informal measures speaking directly to the party causing the problem (if appropriate), and then using the above-stated internal complaint procedures if the personal resolution has not been successful. Any student or other party whose complaint has not been resolved through the use of Maranatha's internal complaint procedure may notify Maranatha's accreditor, the Higher Learning Commission of the North Central Association of Colleges and Schools. To file a complaint against Maranatha's accreditation or Maranatha, please contact either DOJ or the DATCP. For more information about Maranatha's accrediting agencies, please see the Maranatha Accreditation Webpage.

Title IX

Maranatha Baptist University is committed to maintaining a safe and healthy educational and work environment in which no member of the University community is, on the basis of sex, excluded from participation in, denied the benefits of, or subjected to discrimination in any University program or activity. Sexual harassment, including sexual violence, is a form of sex discrimination in that it denies an individual equal access to the University's programs or activities.

Maranatha's policies prohibiting sexual harassment and other sexual misconduct are designed to ensure a safe and non-discriminatory educational and work environment and to meet legal requirements, including: Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in the University's programs or activities; relevant sections of the Violence Against Women

Reauthorization Act now known as the Campus SaVE Act; Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of sex in employment; and Wisconsin laws that prohibit discrimination on the basis of sex.

Reporting Sexual Misconduct

University procedures are in place for any individual to report sexual harassment to the Title IX Coordinator. These procedures include provisions for supportive measures to anyone who has been subjected to sexual harassment whether or not they proceed with a formal allegation. MBU's Title IX Procedures also address the investigation, hearing, and resolution steps for formal and informal allegations. For allegations of sexual harassment that do not fall within the scope of Title IX, the University may still offer supportive measures to the target of such conduct and shall apply any other policy or procedure applicable to the alleged conduct.

Individuals with questions about the University's Title IX policy and procedures, or who would like to make a report or file a formal allegation of sex discrimination or sexual harassment, should contact MBU's Title IX Coordinator.

MBU's Title IX Team

- Solomon Filer, Title IX Coordinator, or email TitleIXCoordinator@mbu.edu, 920-206-2414
- Timothy Johns, Lead Title IX Investigator, 920-206-2399
- Rebecca Brock, Title IX Investigator, 920-206-2503

Mailing Address:

Maranatha Baptist University
745 West Main
Watertown WI 53094
Campus Switchboard: (920) 261-9300

Retaliation Prohibited

Title IX prohibits institutions from retaliating in any way against individuals who report sexual harassment or assaults in good faith. MBU will not impose any disciplinary, academic, or other penalties upon any individual for reporting or seeking to secure any right granted by Title IX. The law related to this issue provides:

> § 106.71 No recipient or other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under Title IX.

Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or this part, constitutes retaliation.

Additional Protections

Title IX is a powerful tool to protect college students from unwanted sexual attention, harassment, and assault. But it is not the only protection available at Maranatha. The Biblical values that govern our actions and expectations provide the strongest motivation to treat every individual with the respect and dignity they deserve. The following additional protections may be relevant to incidents and interactions in this area:

- Student Life Handbook Dating Policies
- Campus SAVE Act resources
- MBU Campus Crime Statistics & Clery Act
- MBU Sabercats Athletic Opportunities

Student Services

In addition to the specific rights and resources discussed above, the MBU Student Life Office exists to support students in times of crisis and need. From the Deans, Dorm Supervisors, and other Student Life personnel are dedicated to being there for you should you find yourself in need of help. If you're not sure where to turn, you can trust the Student Life Office to compassionately help you work through your options and support you through this trying time in your life. Every student should be safe to learn and achieve, and no student should ever be victimized by sexual harassment or assault. Every student has the right to equal access to education, and these policies provide new and meaningful protections for survivors of sexual harassment and assault while balancing the scales of justice on campus.

Clery Act

The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. The Annual Security report which includes Clery information is available on MBU.edu.

People with Disabilities

University faculty and the Registrar's Office have the ability to rearrange classroom locations to accommodate people with disabilities so that they would have access to the classroom as well as an exit from which to evacuate the building. Faculty, Staff, and Dorm Leadership are reminded to be sensitive to the needs of disabled persons especially in the event of an evacuation.

Academic Grievances

Students may experience a problem, either in a class or with a teacher that transcends the expected challenges of university-level learning rigors. The following processes are designed to present guidance for appropriate action that contrasts with the sinful and unconstructive human tendency to gossip, gripe, or belittle others.

Students must also understand that teachers have the same weaknesses and inconsistencies common to humans. Consequently, a degree of toleration is expected.

When significant problems do occur, however, every Christian is responsible to seek to overcome problems, correct wrongs, and remedy conflicts in a manner consistent with biblical principles.

Teacher/Learning Difficulties or Student/Teacher Relationship Challenges

- The student is not experiencing success, and student performance is lacking.
- The student thinks instruction is inadequate or unclear.
- The student thinks class expectations are unclear or unrealistic.
- Personality conflicts exist.
- Perception of unfairness exists.

To resolve an issue of this nature, students should begin by talking with their teacher. Ideally, only the first step in the following process need occur to resolve issues:

1) Communicate concerns to the teacher.
2) Explain concern to the department chair or the chair of the department offering the course.
3) Present the problem to the Vice President for Academic Affairs.

Professional or Ethical Concerns

- Teacher frequently appears unprepared.
- Teacher occasionally cancels class or is frequently late.
- Teacher makes statements or behaves in ways that are obviously at variance with Christian morality or ethics.

To resolve an issue of this nature, students should take the matter directly to the Vice President for Academic Affairs. Correcting or admonishing a teacher on these issues is not a proper role for a student. Students should view these discussions as opportunities for problem resolution rather than as opportunities for griping. The student must understand that the Vice President for Academic Affairs may discuss concerns with the teacher and that anonymity may not be preserved.

Student Concerns and Complaints

Maranatha is committed to providing a positive learning environment for all students. Most students will never have a need to file a complaint against another student, a staff member, or the University in general. However, if you believe you have a reason to file a complaint, Maranatha has established procedures for addressing these complaints in a fair and equitable manner. Please contact the Student Life Office (920-206-2332) for advice and guidance related to complaints.

Complaints related to grades or course matters should follow the above Academic Grievances policy. Complaints related to staff should be addressed with the individual staff member if possible. Please reach out to the Student Life Office or Human Resources if would like guidance or help resolving the issue.

All complaints related to discrimination on the basis of race, color, gender, national origin, age, or physical disability should be directed to the Title IX Coordinator (Room 212A in the Cedarholm Library, 920-206-2305). For more information, see the Title IX information on MBU.edu.

Formal Complaints

A Formal Complaint is designed to document and resolve problems for students or others who suffer mistreatment or have unresolved difficulties with a university office or any person(s) employed by Maranatha (on-campus student employer, faculty member, on-campus supervisor, coach, etc.) that cannot be resolved through informal means. A Formal Complaint may also document an informal resolution if desired, but it is not necessary. Formal Complaints are to be submitted by persons who are directly involved in the situation or have personal knowledge of the situation. The Formal Complaint will be forwarded to the appropriate office (office supervisor, department head, Athletic Director, Dean, etc.) for investigation and resolution no matter who initially receives the documented complaint.

Submit a Formal Complaint

Available Assistance

Students are invited to come to the Student Life Office for counsel or questions regarding formulating a Formal Complaint.

A Formal Complaint includes:

- Dates
- Locations
- Context, and as much detailed information as can be remembered
- Any information regarding informal attempts to resolve the issue
- Signature of the person(s) submitting the complaint is required

Appeal

If the complainant does not agree with the resolution of the complaint, the complaint resolution can be appealed to the Executive Council (EC). EC may request a written appeal and/or a personal appearance in its sole discretion. Upon review of all facts and circumstances and submissions from all relevant parties, EC will make a final determination which may involve the reduction of disciplinary action or the imposition of additional sanctions or other remedies or policy exceptions it determines to be appropriate.

Retaliation

All Maranatha students and employees have a right to be free from reprisal or threat of retaliation as a result of filing a Formal Complaint in good faith or truthfully participating in the investigation of a complaint. Any person who feels that they are the subject of an act of improper retaliation may make a Formal Complaint.

Online Student Complaint Information

SARA (State Authorization Reciprocity Agreements) consumer protection provisions require the State of Wisconsin to investigate and resolve allegations of dishonest or fraudulent activity by the state's SARA-participating institutions, which includes MBU. Online distance students must seek resolution of a complaint first through MBU's "Formal Complaint" policy above. If a resolution is not found, the online student can find information here the NC-SARA website about submitting a complaint.

Trivial, Frivolous, or Vexatious Complaints

Trivial, frivolous, or vexatious complaints or complaints made in bad faith or for reasons other than resolution and restoration may result in disciplinary action against the complainant. The severity of the discipline will be based on the seriousness and impact of the complaint.

Annual Fire Report and Log

The Campus Safety Committee of Maranatha Baptist University oversees the general welfare of the campus including fire safety. The campus Safety Committee is chaired by the Dean of Students and includes faculty and staff members from a cross-section of the University.

Annual Fire Report									
	2017	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
Number of fires that occurred in on-campus student housing.	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Causes of each fire.	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Number of persons that received treatment in a medical facility or in the Student Health Center for the reported fires.	0	0	0	0	0	0	0	0	0
Number of deaths related to the reported fires.	0	0	0	0	0	0	0	0	0
Value of property damage caused by the fires.	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

On-Campus Housing Fire Safety Systems and Fire Drill Report

The chart below lists the fire safety systems for the on-campus housing buildings.

Women's Residence Halls	Day	Gould	Hilsen	Melford	Weeks
Alarm Pull Stations connected to the main alarm	X	X	X	X	X
Smoke detectors in rooms not connected to the main alarm		X	X	X	X
Smoke detectors in rooms connected to the main alarm	X				
Smoke detectors in hallways connected to the main alarm	X	X	X	X	X
Smoke detectors in hallways not connected to the main alarm					
Main Alarm Sounds	X	X	X	X	X
Main Alarm contacts the Fire Department	X	X			
Sprinkler system in all areas with sensors that detect heat from a fire	X				
Fire extinguishers on each floor	X	X	X	X	X
Strobe Lighting for Hearing Impaired	X				

Men's Residence Hall	Armitage	Carey	Judson	Leland	Spurgeon
Alarm Pull Stations connected to the main alarm	X	X	X	X	X
Smoke detectors in rooms not connected to the main alarm	X	X	X	X	X
Smoke detectors in rooms connected to the main alarm					
Smoke detectors in hallways connected to the main alarm	X	X	X	X	X
Smoke detectors in hallways not connected to the main alarm					
Main Alarm Sounds	X	X	X	X	X
Main Alarm contacts the Fire Department					
Sprinkler system in all areas with sensors that detect heat from a fire					
Fire extinguishers on each floor	X	X	X	X	X
Strobe Lighting for Hearing Impaired				4 Rooms	

Fire Drills Conducted During the Previous Calendar Year

Women's Residence Halls	**Day**	**Gould**	**Hilsen**	**Melford**	**Weeks**	**Houses**
# of Fire Drills	2	2	2	2	2	0
Men's Residence Hall	**Armitage**	**Carey**	**Judson**	**Leland**	**Spurgeon**	
# of Fire Drills	1	2	2	1	2	0

Drug and Substance Abuse

The abuse of alcohol and the use of illegal drugs by members of The Maranatha Baptist University community are incompatible with the goals of the institution. In order to fulfill its mission, its commitment to a healthy and productive educational environment, and in compliance with the Drug-Free Schools and Communities Act Amendments of 1989, the University has established the following policy on alcohol and other drugs.

Standards of Conduct

In a good faith effort to comply with the Drug-Free Schools and Communities Act of 1989, Maranatha Baptist University prohibits the unlawful possession, use, distribution, manufacture, or dispensing of illicit drugs ("controlled substances" as defined in Ch. 961, formerly Ch. 161, Wis. Stat.), in accordance with s. UWS 18.10, Wisconsin Administrative Code, by employees and students. The use or possession of alcoholic beverages is also prohibited on university premises in accordance with s. UWS 18.06 (13) (b), Wis. Adm. Code. Without exception, alcohol consumption is governed by Wisconsin statutory age restrictions under s. UWS 18.06 (13) (b), Wis. Adm. Code. Furthermore, usage of tobacco, alcohol and illicit drugs is contrary to Biblical expectation and damaging to the cause of Christ. Maranatha expects total abstinence from the use of alcohol (as a beverage), tobacco, and illicit drugs for all faculty, staff, and students.

It is also Maranatha's policy that students may not purchase or consume so-called non-alcoholic beverages in restaurants, may not have them in residence halls, and may not patronize non-alcoholic bars. Similarly, students may not have, purchase, or use fake chewing tobacco. Possessing empty tobacco tins or having a beer bottle cap or similar collections are not permitted.

Legal Sanctions

The laws of Wisconsin prohibit drug possession and delivery through the Uniform Controlled Substances Act, Wis. Stat. 961, and mandate stiff penalties that include up to 15 years of prison and fines up to $500,000. A person with a first-time conviction of possession of a controlled substance can be sentenced to up to one year of prison and fined up to $5,000, Wis. Stat. 961.41 (3g) (a). The penalties vary according to the amount of drug confiscated, the type of drug found, the number of previous offenses by the individual and, whether the individual intended to manufacture the drug, sell the drug, or use the drug (see Wis. Stat. 961.41). In addition to the stringent penalties for possession or delivery, the sentences can be doubled when exacerbating factors are present, such as when a person distributes a controlled substance to a minor, Wis. Stat. 961.46(1).

Substantial restrictions against alcohol abuse also exist in Wisconsin. It is against the law to sell alcohol to anyone who has not reached the legal drinking age of 21, and there is a concurrent duty on the part of an adult to prevent the illegal consumption of alcohol on his/her premises, Wis. Stat.125.07(1)(a)(1). Violation of this statute can result in a $500 dollar fine. It is against the law for an underage person to attempt to buy an alcoholic beverage, falsely represent his/her age, or enter a licensed premise. Violators of this law can be fined $500, ordered to participate in a supervised work program, and have their driver's license suspended, Wis. Stat. 125.07(4) (3). Harsher penalties exist for the retailers of alcoholic beverages who violate it, including up to 90 days in jail and revocation of their retail liquor permit.

The federal government has recently revised the penalties against drug possession and trafficking through its Federal Sentencing Guidelines. These guidelines reduce the discretion that federal judges may use in sentencing offenders of federal drug statutes. Under these guidelines, courts can sentence a person for up to six years for unlawful possession of a controlled substance, including the distribution of a small amount (less than 250 grams of marijuana). A sentence of life imprisonment can result from a conviction of possession of a controlled substance that results in death or bodily injury. Possession of more than 5 grams of cocaine can trigger an intent to distribute penalty of 10-16 years in prison, U.S.S.G, s. 2D2.1(b)(1).

As a condition of employment at Maranatha, personnel must agree to abide by a policy of total abstinence. Employees in violation of this policy may result in termination and/or referral for legal prosecution and/or Biblical counseling.

Health Risks

The following information on health risks is from *What Works: Schools Without Drugs, U. S. Department of Education (1992)*:

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

Drugs can have very serious, long-term physical and emotional health effects. And if drugs are mixed, the impact is even more detrimental. The following is a partial list of drugs often found in workplaces

nationwide and some of the consequences of their use. Only some of the known health risks are covered, and not all legal or illegal drugs are included:

- Marijuana is an addictive drug, although many still believe that it is harmless. It can cause short-term memory impairment, slowed reaction time, lung disease, and infertility.
- Cocaine and crack can speed up performance, their effect is short-lived. More lasting risks are short attention span, irritability and depression, seizures, and heart attacks.
- Prescription drugs are often used to reduce stress. However, they are not safe either, unless taken as directed. If abused, they can lead to sluggishness or hyperactivity, impaired reflexes, addiction, and brain damage.
- PCP, LSD, heroin, mescaline, and morphine have a variety of negative health effects, from hallucinations and mental confusion to convulsions and death.

Assistance:

Any person who has struggled with the issues of substance abuse knows the powerful grip and temptation that it can have on an individual. The university has designated individuals who can help with Biblical counsel for anyone who is struggling with these issues. A confidential appointment for such counsel can be arranged through the Student Life Office.

Discipline:

Faculty, staff, and students will be subject to disciplinary sanctions, up to and including dismissal from the university. Disciplinary standards are set forth in the Faculty and Staff handbooks and the Student Life Handbook. In addition to discipline, violators may be referred to appropriate counseling and treatment centers. Referral for prosecution under criminal law is also possible.

Summary:

All faculty, staff, and students are strongly encouraged to help make Maranatha Baptist University a drug-free workplace. You can do this by learning about substance abuse (its dangers and warning signs), encouraging others to avoid substance abuse, and getting help if you need it— either for yourself or for someone you are concerned about. The use of tobacco, alcohol and illicit drugs is contrary to Biblical expectation and damaging to the cause of Christ. Maranatha expects total abstinence from the use of alcohol (as a beverage), tobacco, and illicit drugs for all faculty, staff, and students.