



Nondiscrimination Policy

The Pennsylvania State University, in compliance with federal and state laws and regulations governing affirmative action and nondiscrimination, does not discriminate in the recruitment, admission, and employment of students, faculty, and staff in the operation of any of its educational programs and activities as defined by law. Accordingly, nothing in this publication should be viewed as directly or indirectly expressing any limitation, specification, or discrimination as to race, religion, color, or national origin, or to handicap, age, sex, or status as a disabled or Vietnam-era veteran, except as provided by law. Inquiries concerning this policy may be directed to Dean John M. Lilley.

Statement On The Handicapped

No qualified handicapped student may be excluded from participation in or denied the benefits of any course or course of study.

Procedural adjustments involving modification of course requirements for attainment of a degree should not result in substantive differences in course requirements. Academic requirements which are demonstrated to be essential to the program of instruction being pursued will not violate the policy.

The University shall not impose rules upon handicapped students that have the effect of limiting participation (such as the prohibition of tape recorders in classrooms or the use of dog guides).

The University shall provide methods of course examination or other procedures for evaluating academic progress of handicapped students who have a handicap that impairs sensory, manual, or speaking skills, which most academic progress rather than the impairment (except where such skills are factors to be measured).

No handicapped student will be discriminated against in the access to classes because of mobility impairment. The University shall take steps to ensure that no handicapped student is unable to obtain an education because of lack of auxiliary aids.

Committee On Student Affairs

The Committee on Student Affairs serves in an advisory capacity to the Student Affairs Office and concerns itself with policies relating to general student welfare. The committee for the 82-83 academic year is composed of three faculty members including Mrs. Cathy Mester and Dr. Zachary Irwin. The Dean of Student Affairs, Dohn Harshbarger, and Student Senate President Edward McCloskey serve as ex officio members. Any issue concerning student life may be brought to the attention of a committee member.

Health Service Policy

The University Health Service assists in maintaining and promoting the health of students. Every new full time student must successfully complete a physical examination before being permitted to register for classes at the University. The health services of the University are made available to students in accordance with a statement provided by each campus, pertinent to that campus, and published in its student handbook. The University does not obligate itself for payment of medical services other than those provided by personnel employed or retained by the University and in facilities owned or contracted by the University. Treatment provided in contract facilities must be authorized by the campus director, the dean of student affairs, or the campus nurse. Students are urged to protect themselves against medical expenses that may result from injury or illness by arranging for personal insurance coverage.

Health and Accident Insurance

Any student who desires individual insurance protection against personal injury while in attendance at the University should arrange personally for whatever insurance seems advisable for him/her. A voluntary accident and sickness insurance plan with a variety of benefits is available to students. Information may be obtained from the Student Senate Office, first floor RUB.

Events And Activities

Service to students is our business at Penn State-Behrend. A number of services, encompassing almost every area, can help you make the most out of your college career.

Student services cover a wide range of activities, including the Student Affairs Office, the Division of Undergraduate Studies (DUS), the Athletic Department, the library, the bookstore, the Records Office, the Office of Housing and Food Service, the Department of Safety and Security, and the Financial Office.

The Student Affairs Office, located on the second floor of the

Reed Union Building (RUB), directs activities regarding the residence halls, conduct standards, health services, counseling, career counseling, financial aid, emergency loans, veterans affairs, job placement, tutorial services, student awards, religious affairs, and the Student Union. The Student Union, first floor RUB, coordinates the activities of all of the student organizations which include the Student Senate, the official representative of the student body, and the Student Union Board (SUB). The aim of the SUB is to provide programs which serve the social, cultural, educational, and recreational interests of the Penn State-Behrend community. (See the classified ads in this publication for more information about other student clubs, and organizations).

Penn State-Behrend makes a number of academic, recreational, informational, and other services available to its students. The Division of Undergraduate Studies (DUS), academic advisement by individually assigned faculty members, and the services offered by the Records Office directly support the academic program. The Athletic Department offers a variety of recreational outlets through its varsity and intramural sports programs. Information about activities on and off campus is available through a number of sources including the Behrend Collegian (student newspaper), the Penn State-Behrend radio station (WBCR), the Student Information System (SIS), and others. Essential services are provided by the library, the bookstore, the Office of Housing and Food Service, The Department of Safety and Security, and The Financial Office (Administration Building).

Further information about these student services is presented throughout this publication.

Smoking Policy

Smoking is acceptable in:

1. Hallways and lobbies of the Behrend and Nick buildings.
2. The lobby of Erie Hall.
3. The lobbies and halls of the Reed Building.
4. The Reed Building dining areas only in those areas designated for smoking.
5. Dobbins Hall dining area only in those areas designated for smoking.
6. Private offices at the discretion of the assigned occupant(s).
7. The Back Room of the Reed Building.

Smoking is not acceptable in:

1. Classrooms, laboratories, and seminar rooms.
2. Lecture halls.
3. Turnbull Hall except private offices.
4. Stairwells.
5. Erie Hall except the lobby.
6. The library except in private offices.
7. The studio except in private offices.
8. The bookstore except for private offices.

Reports of violations and complaints may be submitted to Dean Harshbarger in the Student Affairs Office who will route the information to the administrative officer of the unit against which the complaint is lodged.

Health Services

If you are not feeling up to par, you should visit the campus Dispensary, which is located in the rear of the Administration Building. The health services are available to all students, whether residents or commuters. The doctor is in the Dispensary twice a week, and two registered nurses are on duty the following hours:

Monday thru Thursday 8:00 a.m. to 10:00 p.m.

Friday 8:00 a.m. to 9:00 p.m.

There is no charge for student visits to the Dispensary or for services provided by the physician. Medication is available at cost and a fee is required for some dressings. You may borrow supplies such as canes, crutches, and hot water bottles, but you must pay a replacement charge if you do not return them. All Dispensary costs are minimal, however, if you do not pay the outstanding charges by the end of the term, a hold will be placed on your registration the following term until they are paid.

Excuses for class absences are not given by the nurses. You may ask your instructor to call the Dispensary to verify your visit on a particular day. No other information regarding the nature of the visit is released without your written permission.

S.G.A.

On behalf of the Student Government Association I want to welcome all incoming freshmen and returning students to Penn State-Behrend. The returning student, knowing something about the student life and campus operations will be able to help many of the new faces. We hope that campus awareness and involvement continues to grow for returning students and that freshmen will be able to make lasting roots at Penn State-Behrend.

One way for this development to happen is through involvement with the Student Government. Students can actively take part by joining the Student Senate or attending regular meetings. Another way to get involved is by offering simple suggestions to the Council members or other Student Senate members at meetings or at the S.G.A. office. Whether you have a problem or an idea let us know about it - it is our purpose to help you!

If you have any questions or comments please stop by the Student Senate Office, located behind the RUB Desk or phone us, our extension is 220. Hope you have a great year.

Edward J. McCloskey
S.G.A. Upper Division
President

Bookstore

The Behrend College bookstore, first floor RUB, is open throughout the year, Monday through Friday, from 8:30 a.m. to 4:30 p.m. The store provides the required textbooks and supplies, along with greeting cards, toiletries, mugs, Penn State jackets, T-shirts and other clothing, best selling paperbacks, and a variety of other items. Textbook prices are set by the publisher, not by the bookstore.

IF YOU HAVE DROPPED A COURSE AND WISH TO RETURN A TEXTBOOK, you must do so within twenty-one days after the beginning of that term. The book must be clean (no markings). When returning the book, you must present your cash register receipt and a signed copy of your drop card.

IF YOU WISH TO SELL YOUR BOOKS BACK TO THE BOOKSTORE AT THE END OF THE TERM, you may do so at the textbook "buy-back" sponsored by the bookstore at the end of the fall, winter and spring terms. The "buy-back" normally takes place during the last two days of classes through final exams; however, exact dates and times are posted ahead of time. Prices depend upon a number of factors. If a text is being used again, is a current edition, and is usable (regardless whether originally purchased new or used), the bookstore will pay one half the original new price. If the book is not scheduled for use, the price quoted will be that amount which a book company would offer. Any books you wish to sell back must be yours and may not belong to anyone else.

Class Periods

PERIODS (75 minutes)

1. 8:00-9:15 a.m.
2. 9:25-10:40 a.m.
3. 10:50-12:05 p.m.

LUNCH 12:05-1:05 p.m.

4. 1:05-2:20 p.m.
5. 2:30-3:45 p.m.
6. 3:55-5:10 p.m.

PERIODS (115 minutes)

- A. 8:00-9:55 a.m.
- B. 10:05-12:00 Noon
- C. 1:05-3:00 p.m.
- D. 3:10-5:05 p.m.

Bus Service Information

Bus service to all parts of the city is made available to the Penn State-Behrend community by the Erie Metropolitan Transit Authority (EMTA). The bus stop on campus is located near Erie Hall across from the student parking lot. This bus travels to and from downtown Erie. However, you may reach other parts of the city by transferring to another bus at one of the downtown Erie stops. The EMTA offers a reduced fare of 60 cents to students with the proper college ID card. The transfer fare is an additional 10 cents. Bus tokens may be purchased at the RUB desk (10 for \$5.50). You may make the connections with the Millcreek Mall bus in downtown Erie. Buses leave downtown Erie and Penn State-Behrend. Complete bus schedules are available at the Main Desk, first floor, RUB.

Our CTS bus goes from the RUB to the Millcreek Mall, the local Y, K-Mart and Peak 'n Peek. There is no fare for this service. Schedules are available on campus. Anyone who wishes to reserve the bus for special activities may do so by contacting the Office of Student Affairs. Students should be aware that the schedule changes for special events.