

## Veterans Benefits

Upon acceptance at Penn State-Behrend a veteran should submit a certified copy of his-her DD214 to the Veterans Affairs Office, second floor of the Reed Union Building.

Benefits under the Veterans Education Assistance Program are available to the following:

1. Service connected disabled veterans receiving vocational rehabilitation assistance.

2. Non-disabled Vietnam era veterans who have been separated from active duty less than ten years.

3. Veterans who have contributed to the Voluntary Educational Assistance Program (VEAP).

4. War Orphan's assistance for children of individuals who lost their lives from service connected causes after the beginning of the Spanish-American War and through the present, as well as children of wives of totally disabled veterans of that period. Widows of veterans who died of service connected disabilities are also eligible.

The Veterans Office is located in the Student Affairs Suite in the Reed Union Building. All veterans, whether eligible for benefits or not, should see a veterans' counselor. It is important to know how many veteran students attend Penn State-Behrend. Those veterans eligible for education benefits should stop in as soon as possible to begin their paperwork. Dependents eligible for VA benefits under a parent's file should also stop by at their earliest possible convenience.

## Policy on Writing

The Behrend Collect faculty affirms that one of the chief marks of educated persons is their ability to express themselves clearly, correctly, and effectively. Without these abilities, one cannot claim to be fully educated. Moreover, the quality of one's thought cannot be evaluated unless ideas are expressed clearly enough to be understood. For these reasons, the teaching of effective communication, especially writing must be one of the primary aims of the Behrend College.

Responsibility for teaching the basics of effective written English must, of course, rest primarily with the English faculty. However, all faculty who require writing of their students are justified in demanding clear, correct, and effective prose and may take into account all aspects of composition when evaluating student work.

Students are encouraged to purchase "The Behrend College Style Manual" in the bookstore. This manual is designed to help students learn to write clearly, correctly, and effectively.

## Religious Activities

In the Student Affairs Suite, on the second floor of the RUB, is located the Religious Activities Office. This office is open daily and contains various priests, ministers and pastors from the Erie community. This office coordinates all religious activities on campus, as well as providing spiritual counseling for those individuals seeking assistance in this area.

The Residence Hall Handbook contains a list of services of several denominations off campus. A Roman Catholic Mass is celebrated on campus each week. Any suggestions regarding religious activities may be directed to the Student Affairs Office.

## Quick Checklist of The Four W's

WHAT	WHERE	WHEN	WHO
1. Academic hassle?	1) Professor of your course 2) Academic advisor 3) Division Head 4) Associate Dean of Penn State-Behrend, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Dean J.D. Burke
2. Can't make up your mind about a career?	Career Development and Placement Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mrs. M.B. Peterson
3. Got a general gripe?	Office of Student Affairs, Reed Union Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Dean D.E. Harshberger
4. Got a parking or traffic ticket?	Financial Office, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. R. Sosnowski
5. Hassle with housing or food, need a new room key?	Food and Housing Office, Dobble Hall	8 a.m.-5 p.m. Mon.-Fri.	Mr. Mike Ryan
6. Have to cash a check, buy a magazine, get insurance, or a bus schedule?	Reed Main Desk, Reed Union Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Marge Wisniewski
7. Have a friend who wants to enroll?	Admissions Office, Administration Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. B.A. Lane Mr. S. Mastert
8. Have a veteran's problem?	Office of Student Affairs, Reed Union Bldg.	8 a.m.-4 p.m. Mon.-Fri.	Veterans Counselor
9. Hurt, feel ill or sick?	Dispensary, Admin. Bldg.	8 a.m.-10 p.m. Mon.-Fri. 8 a.m.-10 p.m. Saturday 8 a.m.-5 p.m. Mon.-Fri.	Mrs. M. Hamilton RN Mrs. J. Adams RN Mr. H. Louche
10. Interested in sports?	Reed Hall	8 a.m.-5 p.m. Mon.-Fri.	Mr. Paul Sailer
11. Lost your ID card?	Identification Communications Center, 125 Behrend Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. G. Johnson
12. Lost and Found?	Security Office, South Cottage	24 hours	Mr. G. Johnson
13. Need a job or work study?	Financial Aid Office, Administration Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mrs. M.B. Peterson
14. Need money, financial aid or emergency loan?	Financial Aid Office, Administration Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mrs. M.B. Peterson
15. Need a tutor or your car key to be replaced?	Security Office, South Cottage	24 hours	Mr. G. Johnson
16. Need a transcript?	Records Office, Reed Union Bldg.	8 a.m.-11 a.m. Mon.-Fri. 1 p.m.-4 p.m. Mon.-Fri.	Mr. R. Schuster Mr. R. Schuster
17. Planning to transfer without dropping out of school, change of major, or changing the level of study?	Records Office, Reed Union Bldg.	8 a.m.-11 a.m. Mon.-Fri. 1 p.m.-4 p.m. Mon.-Fri.	Mr. R. Schuster Mr. R. Schuster
18. Passed out?	Security Office, South Cottage	24 hours	Mr. G. Johnson
19. Need to cash or lose a check?	Reed Main Desk, Reed Union Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. Chris Sailer
20. Want to improve your study skills or need a tutor?	Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. John Tracy
21. Want to join your team?	Financial Office, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. R. Sosnowski
22. Want to join Army ROTC?	ROTC Office, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Capt. J.E. Homan
23. Want to write letters and get stamps?	Reed Main Desk, Reed Union Bldg.	8 a.m.-5 p.m. Mon.-Fri. 7 p.m.-11 p.m. Mon.-Fri.	Mr. M. Wisniewski
24. What's happening? Need an early card?	Reed Main Desk, Reed Union Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. M. Wisniewski
25. Applying for degree status?	Admissions, Administration Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. B.A. Lane Mr. S. Mastert
26. Need an engraver to mark your property?	Security Office, South Cottage	24 hours	Mr. G. Johnson
27. Need security in case of emergency?	Security Office, South Cottage 226-1511	24 hours	Mr. G. Johnson
28. Thinking about withdrawing?	Office of Student Affairs, Reed Union Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Dean D.E. Harshberger
29. Alumni Activities	Office of University Relations, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. Ben E. Hancock, Jr.
30. Speaker's Bureau	Office of University Relations, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Ms. Joy M. Greco
31. Off Campus Publicity	Office of University Relations, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Ms. Joy M. Greco
32. University Development and Public Relations	Office of University Relations, Admin. Bldg.	8 a.m.-5 p.m. Mon.-Fri.	Mr. Ben E. Hancock, Jr.