

College, England, and Spicer Memorial College, India. In addition, it offers the MAT degree in elementary education at Columbia Union College in Maryland. The program is licensed and approved; however, it has not been presented for review or certification approval by state boards of education outside the state of Michigan.

The Seventh-day Adventist Theological Seminary offers the MA (Religion) at Babcock University, Nigeria; Helderberg College, South Africa; Spicer Memorial College, India; and Zaokski Adventist Seminary, Russia. It offers the MA in Pastoral Ministry at Antillean Adventist University, Puerto Rico; Babcock University, Nigeria; Caribbean Union College, Trinidad; Colombia Adventist University, Colombia; Montemorelos University, Mexico; and Northern Caribbean University, Jamaica;

The Seminary also offers the Doctor of Ministry degree at Montemorelos University, Mexico, and Oakwood College, Alabama. Other sites are currently awaiting approval.

Courses leading to the MA in Pastoral Ministry and the DMin degrees are offered in several unions of the North American Division of Seventh-day Adventists.

In addition, the School of Graduate Studies offers the MSA degree (International Development) at four sites: Italy, Kenya, Peru and Thailand.

Distance Education

Full distance education programs as well as individual courses are offered at Andrews University within many different schools throughout the university. Individual courses are offered through a growing variety of delivery methods: traditional correspondence, video correspondence, videoconferencing, and Internet-based. For more information on the programs and individual courses offered at Andrews, please see the individual schools listed below.

Distance education courses are offered by:

- Andrews University/Home Study International partnership, p. 38 (*undergraduate*)
- School of Education, p. 244 (*graduate*)
- Seventh-day Adventist Theological Seminary, p. 282 (*graduate*)

As a charter member of the Adventist Distance Education Consortium, Andrews University is working to expand access to Adventist Christian education to people who are not able to physically attend campus courses.

Other International Educational Opportunities

Andrews University co-sponsors Adventist Colleges Abroad—a program in which qualified students study overseas while completing requirements for graduation at Andrews. This language and cultural immersion is available in nine locations: Argentina, Austria, Brazil, France, Greece, Italy, Singapore, Spain, and Taiwan. Participation is not limited to language majors. Contact the chair of the Department of International Language Studies for further information.

Undergraduate students may study abroad in the Andrews University Year in England at Newbold College program. The purpose of this program is to allow students to participate in a culturally enriching academic experience. Information about this program can be secured by writing Newbold College or contacting the Director of Affiliation and Extension Programs at Andrews University. Students should make application directly to the Admissions Office, Newbold College, Binfield, Bracknell, Berkshire, England RG42 4AN.

STUDENT LIFE

Campus Ministries	
<i>Campus Center, Main Floor</i>	471-3211
Campus Safety	
<i>Seminary Drive</i>	471-3321
Career Planning and Placement	
<i>Campus Center, Main Floor</i>	471-3141
Counseling and Testing Center	
<i>Bell Hall (Education Building)</i>	471-3470
Graduate Student Association	
<i>Bell Hall (Education Building)</i>	471-6606
Housing Office	
<i>Garland Apts., Building G, Ground Floor</i>	471-6979
International Student Services	
<i>Campus Center, Main Floor</i>	471-6395
Intramural Hot-Line	
<i>Johnson Gymnasium</i>	417-3434
Office of Student Services	
<i>Campus Center, Main Floor</i>	471-3215
P.A.R.T.Y. (Positive Attitudes Related to Youth)	
<i>Campus Center, Ground Floor</i>	471-6277
Residence Halls	
<i>Meier/Burman</i>	471-3390
<i>Lamson</i>	471-3446
Services for Students with Disabilities	
<i>Office of Student Services</i>	471-3215
<i>Student Success Consultant</i>	471-6205
Student Activities	
<i>Campus Center, Main Floor</i>	471-3615
Student Health Office	
<i>University Medical Specialties</i>	471-3111
Student Labor and Insurance	
<i>Administration Building, Main Floor</i>	471-3570
Undergraduate Student Association	
<i>Campus Center, Ground Floor</i>	471-3250

The university is concerned with educating the whole person—mentally, physically, spiritually, and socially—based on the philosophy of Adventist education. It recognizes that one's career can neither be complete nor balanced without ample provision for spiritual, cultural, and social needs. Therefore, many activities not directly related to the instructional program are available. Each student has an opportunity to take part in those of his/her special interest.

STUDENT HOUSING

Andrews University offers several choices of living quarters to meet students' needs.

Residence Halls. The university maintains two men's residence halls (Meier Hall and Burman Hall) and one women's residence hall (Lamson Hall). Double-occupancy rooms are standard. Private occupancy is permitted by special request, if space allows, for an additional fee.

Apartments and Houses for Rent. The university owns approximately 300 apartments and 14 small unfurnished houses. These are available to married students and single-parent students. Efficiency apartments in the Garland complex are available to single graduates or single undergraduates who are 22 years of age or older. Accommodations are available only to those who have been officially accepted as university students. Since apartments are limited, applicants are advised to apply six to nine months before their first semester of studies.

from outside of the United States must cover dependents who accompany the student to the States. A brochure describing the insurance coverage is available at the Student Employment/Insurance Office in the Administration Building.

Counseling and Testing Center. Psychological counseling and testing services for personal, social, spiritual, educational, and vocational concerns are available to all university students. Understanding oneself, sorting out feelings, learning new skills, determining realities, exploring alternative courses of action, making one's own decisions—all are a part of maintaining emotional balance.

the University School. The full policy that governs student records and access to them is available in the *Student Handbook*.

Student Review of Educational Records. It is the policy of the university that students may inspect and review their educational records and may, if they believe the records are incorrect, seek to have the records corrected through appropriate review procedures. Students who wish to review their academic records should set up an appointment through the Academic Records Office. Students wishing to review their student life records should make an appointment with the Student Services Office.

Releases to Third Parties. In accordance with the Family Educational Rights and Privacy Act, Andrews University limits disclosure of educational records or personally identifiable information without the student's written consent, except to agencies having a recognized legal need for the information.

The Family Educational Rights and Privacy Act gives institutions the right to define certain classes of information as directory information. The institution does not have to obtain consent from the student to release this information. Therefore, Andrews University has classified the following as directory information: name, local address, local phone number, major field of study, year in college, E-mail address, dates of attendance, degrees or

Bulletin, the International Student Services website, the Andrews Agenda, newsletters, and e-mail. It is required that all international students update their changes of address with the A. U. Records Office. They are also advised to provide their phone numbers and email addresses to the university as well as to the International Student Services Office. If there are any changes in the visa status, international students should report immediately to the International Student Services office so that the change of status may be entered into the main university system .

General requirements for maintaining status as international students:

1. Have at all times a valid passport (except Canadians who travel by land).
2. Come directly to Andrews University and attend the school that issued the I-20 for at least one complete semester.
3. Continue to carry a full course of study.
4. Leave the United States once the courses for the academic program are completed.
5. Apply through the International Student Services office for a new I-20 if it is desired to change programs or to continue for another academic level within the same school.
6. Keep the I-20 or IAP-66 updated at all times.
7. Maintain a legal work permit (on or off campus according to INS regulations).

Tuberculosis Testing: All international students must submit a negative (clear) TB test prior to admission.

ATTENDANCE AT ANOTHER SCHOOL

International students that come to study with an Andrews University I-20 or the General Conference IAP-66 should always maintain a full course of study at Andrews University. With an A.U. I-20, international students may take additional classes from other schools if approved by the academic advisor.

TRANSFER TO ANOTHER SCHOOL IN THE U.S.

J-1 students who want to change schools or their academic program must first check with their sponsoring organizations. F-1 students who used an I-20 from Andrews University upon initial entrance to the U.S. as a student are required to attend Andrews full-time for a semester before being eligible to transfer to another school. If a student intends to change schools for any reason during the program, or after receiving a degree, he/she must initiate a transfer and obtain a new I-20 from the new school. The transfer instructions that need to be followed are normally given by the new school.

FULL COURSE OF STUDY

INS requires every student on an F-1 or IAP-66 student visa to enroll full-time every semester at the school they are authorized to attend beginning immediately after the report date on the I-20 or IAP-66. Full-time class enrollment is as follows:

Undergraduate	12 credits (minimum)
Graduate	8 credits (minimum)
MDiv	9 credits (minimum)
English Language Institute	Check with the English Language Advisor
Academy	
Fall Qtr	2.0 units (minimum)
Winter/Spring Qtr	1.5 units (minimum)
Audited credits do not count.	

Summer semester is a vacation semester for those who start a normal school year. International students do not have to enroll for a lesser course load during summer except if the initial attendance reporting date on the I-20 or IAP-66 is dated for the summer semester. If so, the student must enroll for a full study load during the summer. Additional information is available in the International Student Services office.

1. International students with medical problems must provide a statement from the health-care practitioner recommending an interruption or reduction in study load.
2. Graduate international students who have completed formal course work and are engaged in comprehensive exam preparation, project, thesis, or dissertation are required to register for such. Thereupon they are considered to be pursuing a full course of study.
3. An international student who registers in his/her last semester for less than the minimum credits required, must present a letter from his/her academic advisor verifying that these are the only credits that the student needs to fulfill all course requirements.
4. An F-1 student engaged in post-completion optional practical training maintains his/her full visa status. A student in F-1 status doing full-time curricular practical training is also considered to be pursuing a full course of study. But if an international student is engaged in part-time curricular practical training or part-time optional practical training, he/she is required to enroll in classes concurrently.

STUDENTS ON EXCHANGE VISITOR VISAS AND THE TWO-YEAR HOME COUNTRY PHYSICAL PRESENCE REQUIREMENT

The two-year home country physical presence requirement is one of the most important characteristics of the exchange visitor J status. If the international student is bound by this regulation, it will be stated on the J visa and on the bottom left corner of the IAP-66. Exchange visitors including the dependents (those with J-2 status) subject to the two-year home country physical requirement are not eligible to change their status in the U.S. to another category. Neither can such students become eligible for permanent residency until they have been physically present in their country of nationality or the country of last legal permanent residence for a minimum of 2 years following departure. Check with the International Student Services office regarding a waiver of this requirement if interested.

EMPLOYMENT FOR J-1 AND F-1 STUDENTS

Immigration laws are very strict about employment. International students desiring to work must be sure to comply with these laws. **UNAUTHORIZED OFF-CAMPUS EMPLOYMENT CAN LEAD TO DEPORTATION.**

J-1 students may engage in two kinds of employment: 1) academic training related to the course of study, or 2) work on-campus or off-campus for a maximum of twenty hours per week while school is in session and full-time during vacation. J-1 students must obtain a letter from the Treasurer's Office of the General Conference authorizing employment before beginning work.

Academic Training. Employment which is directly related to the course of study is permitted by the INS while the J-1 student is enrolled in school, or if begun no later than 30 days after completion of the program. A letter from the General Conference authorizing academic training is also required. Please contact the Office of International Student Services for further details.

The INS permits F-1 students to work on-campus a maximum

