

2011-2012 Parent Handbook

A Mercy College



**Need to take care of something? Have a question?
Contact the number listed below...**

Academic Advising/Retention	(814) 886-6420
Academic Affairs	(814) 886-6459
Academic Divisions	
Health Studies and Sciences	(814) 886-6417
Humanities, Social Science, and Professional Studies	(814) 886-6345
Nursing	(814) 886-6531 (814) 886-6393
Admissions	(814) 886-6383 or (814) 886-6379
Alumni Relations	(814) 886-6425
Athletics/Intramurals	(814) 886-6359
Billing questions	(814) 886-6368 or (814) 886-6473
Bookstore	(814) 886-6380
Campus Ministry	(814) 886-6483 or (814) 886-6476
Career Services	(814) 886-6512
Child Care, Little People's Place	(814) 886-6456
Clubs/Organizations	(814) 886-6321
Counseling and Disability Services	(814) 886-6336 or (814) 886-6515
Computer Services/Help Desk	(814) 886-6502
Disability Services	(814) 886-6336 or (814) 886-6515
Financial Aid	(814) 886-6357
Graduate and Continuing Education	(814) 886-6406
Health Services/Heath Form/ Immunizations	(814) 886-6391 or (814) 886-6515
Information Technology Services/Help Desk	(814) 886-6502
Judicial Affairs	(814) 886-6512
Housing (on campus)	(814) 886-6407
Library	(814) 886-6445 or (814) 886-6477
Learning Commons	(814) 886-6477
Mission Integration	(814) 886-6510
Perkins Support Services	(814) 886-6482
Registrar	(814) 886-6343 or (814) 886-6400
Retention & Academic Advising	(814) 886-6420
Security (ID Cards, Parking Permits, Escort Service, Emergency)	(814) 886-6327
Student Affairs	(814) 886-6472
Student Health Services /Health Forms/Immunizations	(814) 886-6391 or (814) 886-6515

Mount Aloysius College

**2011 - 2012
Parent Handbook**

From the President



Fellow Parent:

Sending your child off to college is a benchmark moment for mothers and fathers as well as for our sons and daughters. Whether the experience is a first for you or not - the transition is always bitter sweet. As a parent, I empathize and offer you a strong measure of reassurance. At Mount Aloysius College we welcome your child as we would wish our own son or daughter to be embraced into an educational community.

Mount Aloysius College offers students a great environment to learn and grow. Our safety statistics illustrate campus-wide attention to the fundamentals of protecting a community of young adults. Many students are away from family for the first time. Their need to move into a new life means exploring new places, meeting new friends and enjoying new freedoms. As parents we look for assurance that while the college environment supports these new experiences, it also encourages responsibility and commonsense.

As mothers and fathers, our chief concern is our children's safety. You have my personal assurance both as a parent and as the President of Mount Aloysius College that I share your concern. Our safety and security programs reflect current best practices. Our campus community is focused on student safety and we continue to explore innovative ways to keep Mount Aloysius College an environment to which we would entrust our own sons or daughters. Parents and students deserve nothing less.

Thank you for your choice of Mount Aloysius College. Should you have any questions, never hesitate to contact me personally.

Respectfully,

A handwritten signature in black ink that reads "Thomas P. Foley". The signature is written in a cursive, slightly slanted style.

Tom Foley
President,
Mount Aloysius College

From the Vice President for Student Affairs Dean of Students



Welcome Mountie Parent!

During the time that your student attends Mount Aloysius College, the College's goal, like yours, will be to promote your student's growth and success. It is our hope that every student flourishes at Mount Aloysius College and leaves us, at graduation, as educated, competent and compassionate adults. We look forward to this partnership with our Mountie parents.

College is often a dynamic time in your relationship with your student. It is a time when both of you are letting go of traditional and comfortable roles and looking forward to the future. Your role as a parent in the life of your college student, while changing, is as significant as ever. We have compiled this parent handbook to help you become aware of the resources available on campus as your student makes this journey.

Enclosed are brief overviews of many of the services and programs available, along with contact information. We encourage you to refer your student to them. On-campus students are young adults entering an independent living environment in which they will be responsible for their own structure and lifestyle, and it may be particularly challenging for them, to seek out the appropriate resources on their own. Of course, if you have any questions, you may also contact these offices. It is our hope that this handbook provides you with helpful information to aid in your Mount Aloysius College student's intellectual and social growth over the next few years

A handwritten signature in cursive script that reads "Jane M. Grassadonia".

Dr. Jane M. Grassadonia
Vice President for Student Affairs

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Mission Statement

The mission of Mount Aloysius College is to respond to individual and community needs with quality programs of education in the tradition of the Religious Sisters of Mercy. Each student is provided the opportunity to acquire knowledge and to develop values, attitudes, and competencies necessary for life-long learning within an environment that reflects a liberal arts orientation and a Catholic, Judeo-Christian heritage.

Philosophy Statement

As a Catholic College founded and sponsored by the Religious Sisters of Mercy, Mount Aloysius College provides a setting in which students are encouraged to synthesize faith with learning, to develop competence with compassion, to put talents and gifts at the service of others, and to begin to assume leadership in the world community. With emphasis on values of justice, hospitality, mercy, and service, the College's liberal arts core curriculum provides the necessary basis for leadership and the knowledge and skills for success in a wide range of professions. While the academic focus is paramount at Mount Aloysius, the College also considers spiritual, cultural, social, and personal growth as essential elements in the development of the student.

Encouraging all students to explore their religious heritages, Mount Aloysius College welcomes women and men of all creeds, races, nationalities, and ages who wish to participate in the life of the campus community. Through course work, religious activities, and service, all students are challenged to grow in faith and to fully engage in their intellectual growth and personal religious commitment.

Committed to making available a student-centered education, Mount Aloysius tailors its academic and co-curricular programs to meet the developmental needs of each student. Welcoming students with a range of abilities and economic resources, the faculty and staff work to enable each student to reach his or her fullest potential. Academic advising, direct contact with faculty and staff, personal counseling, and educational enrichment courses are resources provided to students throughout their college careers. Students are also encouraged to participate in extracurricular activities that include student government, class council, campus activity board, The Student Leadership Development Program, student clubs and organizations, athletics, theatre, music and other social and service programs.

Mount Aloysius strives to be a just and caring learning community where hospitality and compassionate service are hallmarks. Building on its early history as a women's college, Mount Aloysius continues to have a particular interest in the education and advancement of women even as it has made the commitment to co-educational offerings in all programs. The College is firm in its commitment to creating an environment for living and learning in the hope of supporting the lifelong intellectual, spiritual, and emotional development of every student who experiences the unique and exceptional Mount Aloysius College education.

Non Discrimination Statement

Mount Aloysius College strictly prohibits and does not tolerate discrimination against any person on the basis of age, ancestry, color, disability or handicap, national origin, race, religious creed, gender, sexual orientation or veteran status in the administration of its admissions and employment practices, educational policies, financial aid, scholarship and loan programs, athletics or any other College administered program.

Any person with limited language skills will be eligible for assistance in language skills from the College upon request. The College will provide such assistance to assure that any person with limited English language skills will not have language act as a barrier either to admission or to participation in programs of the College.

Inquiries or requests for information regarding civil rights or grievance procedures, should be directed to the Vice President for Student Affairs, the College's designated Title IX and Section 504 Coordinator, at the Office of Student Affairs, Cosgrave Center, 7373 Admiral Peary Highway, Cresson, PA 16630. Tel: (814) 886-6472.

If you have questions or need information regarding specific accommodation(s), including physical access to campus facilities, please contact the Office of Student Affairs, Cosgrave Center, at the telephone number or address listed above. Any request(s) for accommodation should be made with as much advance notice as possible in order to provide sufficient time for the College to review and respond in a timely manner.

Disability Services

Mount Aloysius College makes every reasonable effort to provide qualified students with disabilities the opportunity to take full advantage of programs, practices, services, and facilities. Students with disabilities who wish to request an accommodation are required to do so through the Department of Counseling & Disability Services, St. Joseph's Room 101 or call (814) 886-6515.

At that time, students will be required to complete a formal request for accommodation and provide the necessary documentation. All requests should be submitted at least 30 days prior to an effective date of implementation. Upon receipt of the completed request form and documentation supporting the request, the Office of Student Affairs will forward these materials to the Director of Counseling and Disability Services.

The Director will review the request, meet with the student and determine what accommodations are warranted, and will be approved. For any request for accommodations to be implemented, it must be formally approved.

The College's policy complies with the requirements of Title VII of the Civil Rights Act of 1964, Title IX and Section 504 of the Educational Amendments of 1972, and all other applicable federal, state, and local statutes, regulations, and guidelines.

Frequently Asked Questions (FAQ's)

When your student heads off for college, he or she will have many new experiences awaiting them in the collegiate environment. We anticipate that you will have questions such as: *Will my student be safe? What will this education cost? What if my son or daughter needs assistance inside or outside the classroom?*

At Mount Aloysius College (MAC), we understand your concerns. We compiled this guide to hopefully answer many of the questions you may have as you send your student to college.

♦ **Will my student be safe at Mount Aloysius College?**

Safety is a high priority for us. Campus Safety & Security actively patrols the campus 24 hours a day. Our residence halls are equipped with a 24-hour card access system and all have alarmed exterior doors. Students only have access to the building in which they reside. All visitors wishing to enter a residence hall must be escorted by a resident. We also help students understand risks in order to help them learn to make good decisions. Programs on personal safety and presentations by Campus Safety & Security are provided to contribute to the education and overall well-being of the student body.

♦ **What if my student needs academic help or some form of counseling?**

As in routine living, many situations at college require some sort of assistance. When that help requires more than a conversation with a roommate or a phone call home to Mom and Dad, the College offers a variety of helpful resources. Tutoring services, the Writing Center, counseling and academic advising are all available to assist your student.

♦ **What services are offered by Career Services?**

Mount Aloysius' Career Services is a full-service office dedicated to helping students in their many different phases of career preparation. Our staff of professionals is trained to work with students in the midst of many decisions: What will I major in? Where should I do my internship? What kinds of careers are available to particular majors? How do I prepare for an interview? Career Services also provides mock interviews in addition to sponsoring a variety of workshops and career fairs throughout the academic year.

♦ **How can I have access to my student's records?**

Student records are protected by the Family Educational Rights and Privacy Act (FERPA). Encourage your student to complete the waiver form provided in the orientation packet. The waiver will give you, as parent or guardian, the right to review the records of your son or daughter. We will not be able to discuss any information with parent(s)/guardian(s)/ spouse until this form is completed and submitted.

♦ **Are there medical services on campus if my student gets sick or has chronic health needs?**

The Student Health Services Department offers a friendly environment for educational purposes as well as treatment for illness and injury. Health Services are available Monday through Friday, 8:30 a.m. - 5:00 p.m. The department is staffed by a registered nurse with physician assistant hours held two days each week. If an appointment with the doctor is necessary, the nurse schedules an appointment. We also offer educational workshops to help students stay healthy while they are here.

♦ **Can my son or daughter bring a car to campus?**

All students, including first year students, are permitted to bring a vehicle to campus. Students must purchase a parking permit for \$25, park in authorized spaces only and display the parking permit in the vehicle at all times.

♦ **What is the cost for my son or daughter to attend?**

2011-2012 Tuition/Room and Board/Fees

Full-time Tuition for Degree Programs (12 - 18 credit hours)	Per Semester	Per Year
Biology, Medical Imaging and Radiation Sciences, Nursing, and Physical Therapist Assistant	\$10,090	\$20,180
Arts, Business, General Science, Professional Studies, Medical Assistant, Surgical Technology, and all other Programs	\$8,965	\$17,930
Room - Misciagna Hall & McAuley Hall	\$2,465	\$4,930
Room - St. Gertrude's Hall & Park Ave. House	\$2,360	\$4,720
Room - Ihmsen Hall & St. Joseph's Hall	\$2,050	\$4,100
Board (19 meal plan) (<i>15 meal plan is available</i>)	\$1,990	\$3,980
Comprehensive Fee	\$410	\$410

Part time Per Credit Costs and Fees

Part-time Tuition for Degree Programs (7-11 credits) \$560 Per Credit

Part time Comprehensive Fee (7-11 credits) \$210 Per Semester / \$420 Per Year

Additional costs may arise depending on the program of study. These costs may include uniforms, equipment and clinical travel costs. Other fees may be added as required by the institution. All costs are the same for in-state and out-of-state students. Mount Aloysius College reserves the right to make cost changes without any prior notice. All tuition, room and board fees must be paid by August 10, 2011, the first day of classes in the fall semester or by the first payment of your payment plan.

♦ **What family oriented events do you provide?**

In the fall, Mount Aloysius College plans a Family Weekend designed to invite parents, siblings and other family members to spend time with their Mount Aloysius students. Homecoming/Family Weekend and Mercy Week are also celebrated in the fall semester and families are welcome to attend. PLEASE do not feel limited to Family Weekend. You are always welcome on Mount Aloysius' campus. Check our website frequently for events and news.

Seven tips for soon-to-be college parents

Source: www.nacacnet.org

1. Expect the unexpected.

When first going to college, your student may experience a variety of emotions. Excited about new opportunities but saddened by leaving home, a student will often alternate between wanting to be close to a parent and pushing that same parent away.

2. Encourage independence, but offer support.

Unsure about making real decisions, a student may often ask for advice concerning topics related to college. A parent should encourage the student to make his/her own decision or to contact the appropriate office instead of telling the child exactly what to do. A college student needs to become responsible, and this can only happen with good communication.

3. Form an informal support group.

Talk to other parents who also have children in college. This will allow parents to be reassured they are not alone and enable them to share ideas on how to deal with different situations.

4. Help your young adult say goodbye.

The summer before leaving for college, parents should encourage their student to visit family and friends to say goodbye. Parents should also be there when their son or daughter comes home from saying goodbye, as this could be an emotional time.

5. Make plans for communication.

Deciding on ways and times to communicate can be easier on both the parent and child. Discuss how many times a week phone calls are appropriate, or if it would be easier or more preferable to keep contact through email and thus limiting phone calls. Parents should not be surprised if, as students become more involved in schoolwork and activities, communication changes.

6. Plan the big day.

Parents should discuss with their student the expectations for moving day. Some students may want their parents' company, while others do not. If parents do accompany their son or daughter, they should be flexible. Parents should pay attention to their student's behavior to sense when they are ready to be set free.

7. Give yourself time.

Parents should realize ahead of time that not having your student at home will be a big adjustment and prepare for a grieving period. Also, if there are other children in the house, parents need to realize that they will be adjusting as well.

ACADEMIC LIFE

Family Education Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records. Please refer to the *College Catalog* or the Mount Aloysius College website, www.mtaloy.edu for the full text of this act.

Mount Aloysius College, in accordance with the Family Education Rights and Privacy Act, will release directory or public information regarding a student. If a student does not want this information released by the College, he or she must submit a written request to the Registrar's Office within two weeks of the beginning of the semester.

What Mount Aloysius College Considers Public Information

The following information is considered directory information and the College will provide it, if asked.

- ♦ Name, address, telephone number, dates and status of attendance, class
- ♦ Previous institutions attended, major field of study, degrees conferred, dates of degrees.
- ♦ Honors. (including Dean's List.)
- ♦ Past and present participation in officially recognized sport and activities, physical factors. (height and weight of athletes)
- ♦ E-mail username.

Tracking Academic Success

MyMAC allows students to: register for classes, check their grades, see a list of required courses that they still need to take and view a degree audit. A degree audit is a checklist of the courses that your student needs to take and displays the courses that your student has already completed towards their degree. Students need to acquire their campus PIN and password from their advisor each semester to have access to the above information. It is important for your student to communicate with his/her advisor at least twice a semester to achieve academic success. Student grades for midterms and at the end of each semester are posted on each student's private campus web account. Grades are not mailed to the student's home address. Students can access their grade reports through MyMAC from home.

Undergraduate Research

Students are encouraged to engage in research projects in their area of interest with the supervision of a faculty mentor. Every spring, the Mount Aloysius College Undergraduate Research Committee hosts a symposium to highlight the work done throughout the academic year. Student-faculty teams can also apply for small grants to support costs associated with research efforts, or travel to regional or national meetings. More information can be found at <http://www.mtaloy.edu/academics/research/>

SERVICE LEARNING



Service Learning provides an opportunity to connect academic theories with real-life results, leaving students with a broader understanding of issues that affect communities and individuals. Students are exposed to a culture of taking action and will actively participate in reflecting on experiences that benefit both the community and the student.

BY COMBINING CLASSROOM LEARNING WITH MEANINGFUL SERVICE OPPORTUNITIES, STUDENTS WILL:

- ♦ learn about the challenges of citizenship,
- ♦ develop student's leadership skills, and
- ♦ contribute to making our community a better place to live.

Mount Aloysius College faculty members facilitate group and individual participation in service projects throughout the year. Project ideas related to a specific major are available. Through our wide network of community partnerships, MAC students have various opportunities to link with community partners.

STUDENTS VOLUNTEER WITH AGENCIES SUCH AS:

- ♦ Treasured Times Day Care
- ♦ Medicines for Haiti
- ♦ Habitat for Humanity
- ♦ Cambria County Humane Society
- ♦ Grane Hospice
- ♦ John Paul II Manor
- ♦ Appalachia Intermediate 8 Bridge Program

During spring semester, students have the opportunity to participate in the Annual Service Learning Exposition to showcase their service projects. Please direct all inquiries regarding service learning to the Service Learning Committee Chair, Kim Asonovich, at kasonovich@mtaloy.edu or 814-886-6530.

The Mount Aloysius Academic Preparation Program (MAAPP)

Pursuing a college education is a journey that consists of many steps and choices. Being prepared and having accurate perceptions about college is key to being academically successful.

Mount Aloysius College has developed a program for first semester freshmen to assist them in making sure they are academically prepared for college. MAAPP is a residential, early entrance and transition, week-long program that is aimed at easing the transition from high school to college, thereby increasing a student's chance for being successful at Mount Aloysius College.

Goals of the MAAP Program

Mount Aloysius College has developed the following goals for the program:

1. Students will maintain a rigorous schedule in an effort to improve and enhance academic abilities.
2. Students will participate in aggressive reading and writing classes to prepare them for college level classes.
3. Students will engage in reading that enhances critical thinking and builds comprehension.
4. Students will participate in enrichment math classes to build their mathematical ability.
5. Students will build upon current computer and technology knowledge in order to successfully utilize the technology on campus.
6. Students will strive to make connections with fellow students and members of the College family.

Honors Program

The Mount Aloysius College Honors Program provides highly motivated students with an opportunity for shared intellectual experiences as well as individual academic development within a close-knit community of leaders. The MAC Honors Program prepares students academically for graduate and professional schools while giving them valuable skills for their career and personal life. With an emphasis on personal development, academic challenges, and a diverse and rich variety of cultural activities, MAC honors courses broaden students' academic and personal perspectives while providing a supportive and stimulating atmosphere for learning. Upon entering the College, students are invited to join the Honors Program based on their high school G.P.A., SAT scores, high school participation and accomplishments. Students who show outstanding promise during freshman year and are recommended by faculty may be invited to join the program.

The Mount Aloysius College Honors Program is a member of the National Collegiate Honors Council (NCHC). The goal of NCHC is the promotion and advancement of honors and similar education programs in American colleges and universities. NCHC offers opportunities for undergraduates to publish papers and participate in national conferences. Students participating in the MAC Honors Program receive a fellowship during their years at MAC.

The Belltower

The Belltower, the MAC student-focused newspaper, is the voice of the students at Mount Aloysius College. It is published during the fall and spring semesters on a regular schedule as determined by the newspaper staff each semester-usually twice a month. Students cover events on campus, off-campus student/college activities, and other news of interest to MAC students. *The Belltower* can be found on newsstands around campus and is also delivered electronically through the campus email system. Back issues can be accessed from the MAC website.

The Belltower is an outlet for students of any discipline to express their creativity, develop their skills, and become a part of the MAC student culture. There is also a one credit journalism course (EN201) available for students who would like credit while working on the paper and/or would like to have journalism reflected on their transcripts. Prerequisites are EN110, EN111.

A fellowship is available for qualified students who work on the newspaper on a regular basis throughout their years at MAC.

Advisor, Dr. Barbara J. Cook

Mount Aloysius College Calendar 2011-2012

FALL SEMESTER 2011

Orientation	Aug 18-21
Welcome Week Activities	Aug. 21-26
Returning Students Move into Residence Halls 12:00 p.m.	Aug. 21
Classes Begin; Last Day to Register	Aug. 22
Dates for change of registration (Drop/Add)	Aug. 22-29
All-College Inauguration Liturgy	Sept. 15
All-College Convocation and Inauguration	Sept. 16
MERCY WEEK	Sept. 18-24
Homecoming/Family Weekend	Sept. 30-Oct. 2
Midterm; Long Weekend Begins After Last Class	Oct. 7
Classes Resume	Oct. 12
Last Day to Apply for May Graduation	Nov. 4
Spring Registration Begins	Nov. 7
Final Day to Withdraw with a Grade of "W"	Nov. 11
Total Semester Withdrawal Deadline	Nov. 21
Thanksgiving Vacation Begins After Last Class	Nov. 22
Classes Resume	Nov. 28
Christmas at the Mount - Liturgy and Celebration	Dec. 6
Recognition and Pinning of December 2011 Graduates	Dec. 8
Semester Ends After Last Class	Dec. 9
Spring 2012 Tuition/Fees Due in Controller's Office	Dec.

SPRING SEMESTER 2012

Freshman Orientation - New Students	Jan. 6-8
Residence Hall Check-In 12:00 p.m.	Jan. 8
Classes Begin	Jan. 8
Dates for change of registration (Drop/Add)	Jan. 9-16
Midterm Grades Due	Feb. 27
Spring Break	March 2-12
Last Day to Apply for August/December Graduation	April 5
Easter Break	April 5
Fall Registration Begins	April 9
Final Day to Withdraw with a Grade of "W"	April 9
Classes Resume	April 10
Student Recognition Banquet	April 12
Total Semester Withdrawal Deadline	April 26
Semester Ends after Last Class	May 1
Academic Honors and Pinning Ceremony	May 4
Baccalaureate Liturgy	May 4
Commencement Ceremony	May 5

(Weather Cancellation Make-up Day is May 4 if necessary.)

MOUNT ALOYSIUS COLLEGE RESERVES THE RIGHT TO MAKE
NECESSARY CHANGES IN THE ACADEMIC CALENDAR

ACADEMIC ADVISING

St. Gertrude Hall 39
Office Hours: 8:30 a.m. - 5:00 p.m.
814-886-6420
hlow@mtaloy.edu

Mission Statement

Consistent with Mount Aloysius College's Mission Statement, the Office of Academic Advisement is committed to combining education for life with preparation for professional excellence. This office, in collaboration with our academic services and departmental faculty advising, assists and guides our students in developing educational plans, supporting career goals and achieving academic success. We closely monitor our students' academic performance to ensure their educational satisfaction and retention. Academic excellence is our priority, and personal attention contributes to our students' educational and career achievements.

Situations When Advising Must Take Place

- ♦ Prior to semester registration.
- ♦ Prior to any changes in schedule.
- ♦ Once an Academic Intervention Form is received.
- ♦ Prior to withdrawal from class or college.
- ♦ Prior to choosing or changing a major.
- ♦ When struggling with any personal or academic issues that affect academic success.

Confidentiality in Advising

Advisors extend to students the same courtesy of privacy about personal matters that we would expect from other professionals, including medical personnel and counselors. In general, advisors will discuss grades/performance with students and only involve parents if students have agreed. Advisors will encourage students to share academic information directly with their parents. The Family Educational Rights and Privacy Act (FERPA) also known as the Buckley Amendment, governs how student education records should be handled and applies to any public or private institution that receives federal funds. Private information may not be released to anyone but the student without the written consent of the student or a court order, or under the following FERPA defined circumstances: a health or safety emergency, if the information is necessary to resolve the emergency; or to those within the university itself who have a "legitimate educational interest." Thus, release within a school is permissible for legitimate educational purposes, for example, to a faculty member who needs information about a student enrolled in his/her course, or even to a school's accounts receivable clerk who is attempting to collect a student's outstanding tuition debt.

OPPORTUNITIES FOR STUDENT INVOLVEMENT



Student Activities

Cosgrave Student Center 104

Office Hours: 8:30 a.m. - 5:00 p.m. and Hours as Activities Require

Activity Center Hours: Hours as Posted

814-886-6321

A big part of your student's Mount Aloysius experience comes from being an active member of a vibrant campus community. Nearly all students get involved in some kind of activity outside the classroom, and we encourage your student to do the same. And when choosing what to get involved in, they have many options.

The Student Activities Department coordinates and administers a wide variety of programs and activities that provide opportunities for socialization, leadership and personal growth both within and beyond the campus community. The goal of the department is to expand the education that students receive in the classroom thus broadening their college experience.

As students become involved:

- ♦ They gain a sense of belonging to something greater.
- ♦ They feel a sense of achievement.
- ♦ They learn to work in small groups with peers who share their interests.
- ♦ They grow and develop.
- ♦ They expand their group of friends.
- ♦ They learn to balance their academic and social networks.
- ♦ They participate in activities they enjoy.
- ♦ They gain recognition for their hard work.
- ♦ They gain valuable leadership experience.
- ♦ They learn transferable skills that an employer will find desirable.

There are a wide variety of opportunities for affiliation and leadership within student organizations including:

American Sign Language Club	Delta Epsilon Sigma Honor Society	Phi Theta Kappa Honor Society
Astronomy Club	Society	Physical Therapy
Biology Club	Frisbee Club	PSEA (Student)
Black Student Union/Unity	Grappling Club	Psi Mu Alpha
CAC (Colleges Against Cancer)	Information Technology Club	Radiate (Bible Study)
Campus Activity Board	Legal Society	Residence Hall Association
Campus Ministry Team	MAC Goes Green	Step Team
Cheerleading/Spirit Squad	MAC Players	Student Accounting Society
Chi Alpha Sigma Honor Society	Medical Assistants Club	Student Athletic Advisory Comm.
Children's Advocacy Association	Medical Imaging & Honor Society	Student Government Association
Class Council	Mount Aloysius Gaming Initiative	Students in Free Enterprise
College Democrats	Multicultural Club	Surgical Technology Club
College Republicans	Music Club	Theatre Program
Criminology Club	Nursing Student Organization	<i>The Belltower</i>
Dance Team	On the Go - Commuter Club	Vox Nova Choral Group
	Open Minds Open Hearts	

Student Government Association

The Student Government Association (SGA) is comprised of elected students from the various Mount Aloysius student groups and is the main representative voice of the student body. The three main objectives of SGA are leadership, service and communication. The Association is committed to developing positive relationships between the students and the administration of Mount Aloysius.

Class Council

The Class Council represents the issues of their respective class. Freshmen Class, Sophomore Class, Junior Class, Senior Class and Graduate Students. They each have a President, Vice President, Secretary, Treasurer, School Spirit Chair, and a representatives that works with Student Government.

Campus Activities Board

The Campus Activities Board is open to the entire Mount Aloysius Community interested in helping to coordinate events for the campus and instill a sense of tradition at Mount Aloysius. There are multiple committees one may choose to take part in and/or chair.

RESIDENCE LIFE

Cosgrave Student Center 102
Office Hours: 8:30 a.m. - 5:00 p.m.
814-886-6407

We realize that sending your student to college is a time of tremendous transition for your family. All students go through an adjustment period and experience many ups and downs while living away from home. There are many resources here on campus available for your student to manage this transition successfully.

In Residence Life our preference is to work directly with students. This enables us to establish a relationship with your student and helps us identify issues more effectively. We welcome parent input and questions at any time. Our goal is to provide parents with resources they can share with their student to help them help themselves.

It is important that students have support and encouragement from home while being allowed to mature through their own experiences. By all means be there for your student as a sounding board, but let him or her handle their own problems as much as possible. Your student's success is dependent upon their ability to function independently.

ADVICE FOR PARENTS

The First Few Weeks on Campus

The first few weeks on campus are an exciting time for students. They meet new people, test the boundaries of their new found freedom and begin a new and challenging academic experience. These first few weeks can be the biggest highlight or the biggest struggle of your student's college experience. Your student has a lot on his or her mind: living with a roommate, finding the right classroom or sharing housing facilities with others for the first time. Whatever the case, the journey through these first few weeks sets the course for your students' college career. Many of these experiences will test your student's ability to balance their academic and social lives. Our staff is available to answer questions and guide them through this transition period and provide assistance throughout the year.

What to Expect this Semester

New students face many challenges as they adjust to living on campus. For some, it may be the first time they have ever shared a room. Others may be struggling with the approach college professors take and the realization that they really are responsible for managing their own time. Though it doesn't happen with every student, most parents should expect an occasional worrisome call home from their student. Your student may say, "I want to come home," "I hate it here," or "I don't fit in." Or your student may be more specific and tell you, "I was up all night studying for a test," or "My roommate's boyfriend is over all the time." For the most part, your student just needs to vent. Although you may be tempted to dive in and troubleshoot, we encourage you to listen to your student and allow him or her to work it out for him/herself. Direct your student to our staff and faculty, who will help them, help themselves.

RESIDENCE HALL LIVING



What does my Student Need to be Successful Living in the Residence Halls?

Self-Care

Students should be conscientious about eating healthy balanced meals and getting regular exercise. It is also important that they are aware of and are attending to their emotional needs. If your student needs to talk with someone, the Counseling and Disability Services Department can help.

Time Management

Effective time management skills are important to your student's success. It is important that your student has a basic understanding of his or her parameters (i.e., class schedule, wake-up time, sleep time, time for socialization, time for work) and ability to set priorities.

Making Connections

One of the most important things you can encourage your student to do when he or she arrives on campus is to make connections. Not only should students attempt to meet a variety of people to find out what the campus has to offer but they should also make an effort to meet and build relationships with at least one faculty and staff member on campus. Having this one connection can make all the difference for your student.

Knowledge of Campus Resources

Encourage your student to get to know their resources on campus. There are many specialized offices that can be a great connection for first year students. These include Residence Life, Student Activities, Academic Advising and Academic Support Services. These offices can also serve as a resource to your student if he or she has any questions or concerns.

Academics

It is important that your student meets all of his or her degree requirements but college is also a time of exploration and a time to begin testing other disciplines. By choosing a combination of classes that allow students opportunities to interact with and make connections with faculty and other students, many students find a more fulfilling academic experience. It is also normal for students to be unsure about their major. Some students may even change their minds as they develop new interests or find out more about emerging careers and fields of study to which they were never exposed. The Career Services Department can be a great resource for students in helping to choose a major.

Being Proactive with Academics

Campus life can be pretty busy. It is important that you encourage your student to look at the big picture now before he or she becomes overwhelmed with their academic course load. Advance planning is key. Utilizing faculty office hours to discuss progress, giving a professor advance notice when they are going to be absent from class, or forming study groups are just a few ways to be proactive. If your student mentions that he or she is having trouble in a class at the beginning of the semester, encourage him or her to speak to the professor as soon as a problem is detected. Waiting until the last minute or until your student is in serious academic trouble is only going to be a recipe for disaster.

Financial Management Skills

College may be the first time your student has ever had a personal checking account, credit card, or control over a bank account or paychecks. It may also be the first experience your student has ever had in paying his or her own bills. It is important to discuss budgets, financial expectations and practices, and good credit with your student now before they get in over their heads. Many credit card companies solicit college students without requiring permission from a parent or guardian.

Important Notes About Living in the Residence Halls:

- ♦ All students must be financially cleared or have payment arrangements established with the Controller's Office in order to move into the residence halls.
- ♦ All students living on campus must have completed a health form with a meningitis vaccine or waiver and a photocopy of their health insurance card.
- ♦ Freshmen and sophomore students are required to live on campus unless they are within the commuting distance (a 45-minute radius of campus).
- ♦ On occasion a student's roommate changes rooms or leaves the residence halls. The remaining student will need to select a new roommate or purchase their room as a single.

COLLEGE SERVICES

Bookstore

Cosgrave Student Center - Lower Level
Hours: 8:30 a.m. - 4:00 p.m., Monday - Friday
Email: bookstore@mtaloy.edu
814-886-6380

The Mount Aloysius College Bookstore is here to serve students and offers a variety of merchandise and services selected especially for students. If we do not carry an item you would like us to stock, please do not hesitate to give us a suggestion. The Bookstore accepts cash, check or credit card for purchases.

The Bookstore offers extended hours during the first week of each semester. Specific dates and times are posted in the Bookstore, on our web and Facebook page, recorded on our voice mail and posted throughout the campus.

Textbooks

The Bookstore provides both day and evening students with all of the required textbooks and whenever possible, used textbooks are made available. The Textbook Reservation Program allows students to obtain textbooks without the hassle of back-to-school rush. There are many advantages to this program including: a Bookstore employee will match texts with course schedule; first opportunity for used books and avoiding long lines.

A \$20 deposit is required to participate in the Textbook Reservation Program. The \$20 deposit is deducted from the total purchase price.

Mount Aloysius College Mountie Merchandise

The Bookstore offers a wide variety of imprinted apparel, hats, glassware and various other gift items.

Supplies

We are able to provide students with a range of school supplies, art supplies and greeting cards.

Book Buy Back

Textbook buy back is offered daily in the Bookstore. Buy back will end two weeks before the start of the semester and begin again two weeks after the start of the new semester.

Return Policies

The return policy is posted in the Bookstore behind the service area and at the entrance and exit to the store. Students are expected to be familiar with the return policies.

CAMPUS MINISTRY



St. Gertrude Hall - Room 36, 38, 40
Office Hours: 8:30 a.m. - 5:00 p.m. and by appointment
Sunday Evening Mass, 7:00 p.m.
Tuesday and Thursday Mass, 12:20 p.m.
814-886-6476

Rooted in the rich tradition of the Sisters of Mercy, a person's faith development is an integral part of education for life at Mount Aloysius College. The Campus Ministry program concerns itself with the spiritual and religious development of students. It also concerns itself with the important task of forming a Christian community among the whole campus family that supports values associated with the rich tradition of Catholicism and other faith traditions.

Staffed by two campus ministers and volunteers, Campus Ministry provides opportunities for worship, pastoral counseling, educational programs, sacramental preparation, retreats, programs of fellowship and outreach to others. Persons of all faiths are welcome to participate in all these opportunities. Students are encouraged to develop their leadership skills through opportunities to plan, organize and direct various prayer services and liturgies. Students are also welcome to serve as musicians, singers, readers and ministers of hospitality for liturgies and prayer services.

Campus Ministry provides many opportunities to serve. Three service trips are available throughout the year. Service trips have included Young People Who Care in Clearfield County, Katrina Relief in Gulfport, Mississippi and International Service trips to Jamaica, WI and Guyana, SA. Other projects include fundraisers for the needy and soliciting donations for local food pantries. Through its auspices, students enjoy membership in the PCCMA (Pennsylvania Catholic Campus Ministry Association) and NCSC (National Catholic Student Coalition).

Our Lady of Mercy Chapel is located in the Chapel Wing adjoining the second floor of the Main Building and is open daily for prayer. All students and staff members are welcome regardless of denomination. Special services are held at Thanksgiving, Christmas, during Lent and on other occasions.

Cosgrave Dining Hall

Cosgrave Student Center, Upper Level
814-886-6325

Weekday Hours:

Hot Breakfast 7:30 a.m. - 9:30 a.m.
Continental Breakfast 9:30 a.m. - 10:30 a.m.
Lunch 11:00 a.m. - 1:00 p.m.
Dinner (Monday-Thursday) 4:30 p.m. - 6:30 p.m.

Weekend Hours:

Brunch 11:30 a.m. - 12:30 p.m.
Dinner (Fri., Sat., & Sun.) 4:30 p.m. - 5:30 p.m.

Snack Bar:

Monday - Thursday 7:30 a.m. - 3:00 p.m.
Friday 7:30 a.m. - 1:30 p.m.

The food service of Metz Culinary Management., offers a program dedicated to delivering variety, value and service at every meal. Student satisfaction is very important. Comments or questions are encouraged in order that better service may be offered. Commuters are encouraged to take advantage of the commuter block meal plans offered in the dining hall. The snack bar, Gonzaga's MAC Shack, offers grill items, beverages and snacks.

Special meals for restricted diets may be arranged by contacting the Director of Student Health Services located in St. Joseph Hall 102.

Bagged-meals will be provided on request (24 hour advance notice needed) if a student has a conflict with class, work, or clinical schedules or any special College event that will prevent one from eating a meal on campus. Request forms can be found on the College's intranet site.

Take-out meals for sick students are available. The Student Health Services Office and Residence Life have sick tray forms when a student is too sick to go to the dining hall. The student should ask a responsible friend to pick up the take-out meal.

Mountie Money

Students may add Mountie Money to their ID card to use at Gonzaga's MAC Shack or in the dining hall.

An initial deposit of \$50 is required. Additional deposits must be in increments of \$25. Money can be deposited into your account at the Controller's Office, over the phone or online by credit card.

Library

Hours:(Some Exceptions Apply)

Monday - Friday 8:00 a.m. - 11:00 p.m.

Saturday 9:00 a.m. - 5:00 p.m.

Sunday 12:00 p.m. - 11:00 p.m.

Phone 814-886-6447

The Library at Mount Aloysius College is a modern 31,000 square-foot facility that was opened in 1995. The collections provide users with access to over 85,000 bound volumes and over 15,000 current print and electronic journal subscriptions. The facility includes a state-of-the-art computer lab (Buhl Computer Lab), a Law Library, group study rooms, the Ecumenical Studies Center and the Information Technology Center.

Mountlink

The Library provides access to its collections through Mountlink, an online catalog. Database access is provided through the Mount Aloysius College website. Access to the collections of other libraries is provided through the Library's Interlibrary Loan program, and through memberships in regional and national resource-sharing consortia. The Library has a high-speed wireless Internet connection available at public terminals and throughout the facility. There are computer terminals, a printer and a photocopy machine on the main floor of the Library. Laptops for in-library use are also available for check out at the circulation desk.

Circulation Service

The circulation desk is located directly inside the main door of the Library. It is staffed during all hours of Library operation. The circulation staff provides general information as needed and manages the circulation of books and other materials. Books can be returned to the Library after hours by using the book drop located to the right of the front entrance. After presenting their current College photo ID, patrons may check out books for 30 days with one renewal. At the circulation desk, patrons may also borrow reserve materials and access back issues of local and national newspapers. Fines for overdue books are 10¢ per day and for laptops overdue fines are \$25 per day.

Reference Service

The Library staff takes an active role in the instructional and research programs of the College, assisting students in the effective use of available resources. Through reference service and in-class information literacy instruction professional librarians assist students in developing and refining the information skills necessary for academic success and lifelong learning. At the reference desk, service is provided on a one-on-one basis, either walk-in or by appointment, by phone (886-6478) and by email (askalibrarian@mtaloy.edu).

Learning Commons

Library, First Floor
814-886-6561

Learning Commons Overview

Learning Commons are a mainstay at many academic institutions across the country. Having begun in many instances as Information Commons for technology access, Learning Commons go beyond providing just technology access to the user. The goal of the MAC Learning Commons is to provide a variety of academic support services, resources and spaces that support the holistic learning process of the user.

To that end the Mount Aloysius College Learning Commons provides: space for co-location of academic support services, flexible and mobile learning spaces where users can decide the arrangement of their learning environment, technology rich spaces that allow individuals to not only access materials but become creators and producers of information, as well as comfortable and inviting individual and group work spaces. Mount Aloysius College Learning Commons provides space for research, technology assistance, active learning and tutoring in one central location.

Rationale for a MAC Learning Commons

Learning Commons are built with the recognition that learners need access to a variety of services in order to be academically and professionally successful, and that the individual plays a large role in their own knowledge development. The development of the MAC Learning Commons was a purposeful decision to make College academic learning support services for students more visible and accessible to all MAC students. The MAC Learning Commons focuses on excellence in academic endeavors where all students can come to improve their skills in research, writing, technology, presentation and subject expertise.

Learning Commons Services

The Learning Commons provides research help from experienced librarians, writing and subject oriented tutoring from knowledgeable staff and well trained peer tutors and basic technology support for word processing, printing and accessing online College resources. Training opportunities for students to develop skills through small workshops in the areas of research assistance, technology training, study skills, citation styles and avoiding plagiarism are also provided in the Learning Commons. Library staff will continue to be present to provide assistance with check-out of library materials and course reserves.

For More Information

Questions about the Learning Commons can be directed to Dr. Brandi Porter, Director of the Library at 814-886-6445 or at bporter@mtaloy.edu or to Ms. Caressa Gearhart, Learning Commons Coordinator at 814-886-6561 or at cgearhart@mtaloy.edu.

STUDENT AFFAIRS

Athletics and Intramurals

Health and Physical Fitness Center

Hours: Day and Evening Hours as Posted

814-886-6373 or 814-886-6359

Intercollegiate Athletics

Men's/women's basketball, tennis, cross country, golf, soccer and men's baseball, women's softball and women's volleyball are teams sponsored by Mount Aloysius as members of the NCAA-DIII and of the Allegheny Mountain Collegiate Conference. Open tryouts are available for all teams. Please contact the Athletic Director for information. Students are invited to join in the school spirit by rooting for the Mount Aloysius athletic teams as they challenge many worthy rivals at home and on the road.

Mount Aloysius Athletic Department Philosophy

The philosophy of the Athletic Department of Mount Aloysius College is based upon the recognition of the positive benefits of competition and participation. Sportsmanship, teamwork, self-discipline and self-sacrifice are primary attributes gained through athletic competition.

Academic achievement goes hand-in-hand with athletic achievement. Athletic Department personnel must support and promote the total growth of the student-athlete. Student-athletes are students first. Student-athletes are encouraged to immerse themselves in all positive aspects of the college experience. Athletic participation should enrich the student-athlete's experience, not limit it. Student-athlete well being is a primary focus and, through athletic experience, character growth and healthful lifestyles are promoted.

The Mount Aloysius College Athletic Department supports gender equity and strives for equal support and success in all departmental offerings. Mount Aloysius embraces the philosophy of the NCAA-III and celebrates the efforts and growth of its student-athletes under the guidelines and regulations of the NCAA-III.

Health Forms and Health Insurance

Varsity athletes are required to submit completed health forms to the Health Services Office prior to the start of the season in order to participate in any sport. All student-athletes must carry health insurance. They must present their health insurance card to the Health Services Office prior to the start of their practice season. All injuries not covered under the primary health coverage (i.e. dental or vision) will be the responsibility of the student-athlete. If injury is considered catastrophic and the College's insurance is used, the student-athlete will be responsible for the deductible (\$1500). They also must complete the physical examination requirement and have all necessary health forms filled out in advance of their first participation. If all health requirements are not completed, the student-athlete will not be cleared to practice or play. A physical examination must be done within six months prior to participation by the student-athlete in order to be acceptable, and paperwork from that physical must be forwarded to the Health Services Office.

Student-Athlete Code of Conduct

Being a student-athlete at Mount Aloysius College brings responsibilities as well as privileges. As a student-athlete, you are a representative of your team, the Athletic Department and Mount Aloysius College. Your behavior, both on and off-campus, and in and out of season, creates an image that is a direct reflection on yourself, your team and the College. It is expected that student-athletes know, understand, and honor the College Code of Conduct for student-athletes and demonstrate good citizenship, sportsmanship, and integrity during competition, on campus and in the community.

Other Conduct Considerations

Student-athletes will:

- ♦ Adhere to local, state and federal laws, NCAA rules and College policies.
- ♦ Treat all members of the Mount Aloysius College community with respect and civility.
- ♦ Hazing: Zero tolerance for hazing activities. Hazing is defined as planning, directing, or committing acts which willfully or recklessly endanger the mental or physical health of a student, or subjects the person to ridicule, embarrassment, or unlawful activity for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization.
- ♦ Gambling: Participation in gambling activity is prohibited.
- ♦ Tobacco: Use of tobacco is prohibited while practicing, traveling with the teams or during any College sponsored athletic event.
- ♦ Alcohol: Use of alcohol is forbidden for all students on campus or at college related activities off campus. State laws governing alcohol consumption in other settings must be obeyed.
- ♦ Banned Drugs: Use of any drugs banned by the NCAA is prohibited.
- ♦ Academic Integrity: Student-athletes must adhere to the College academic integrity policy.

Policy on Non-Compliance with Code of Conduct

In the event a student-athlete fails to meet the stated expectations of the Student-Athlete Code of Conduct, they may be subject to the following sanctions according to the degree and number of violations.

- ♦ Suspension from practicing with their team/community service assignments;
- ♦ Suspension from playing in games/matches with their team;
- ♦ Dismissal from the team;
- ♦ College sanctions may also be imposed according to the College Conduct System practice;
- ♦ Local, state, or federal sanctions may also be imposed as applicable by civil authorities.

Career Services

Cosgrave Student Center 114 - Upper Level
Office Hours: 8:30 a.m. - 5:00 p.m. Monday - Friday
814-886-6512

Assistance with resume/cover letter writing, interview skills, job/internship search strategies, career exploration and all career planning issues are available in the following formats:

- ♦ Self-directed use of Center during regular office hours, including reference materials, computer software programs, transfer information and job vacancy postings.
- ♦ Individual career counseling by appointment or walk-in basis when available.
- ♦ Group workshops scheduled regularly in faculty or student initiated classroom presentations or small group settings.

Resources and Services

- ♦ Career planning assistance is available as a life long service to Mount Aloysius College graduates.
- ♦ Job/Internship Fairs.
- ♦ Computer Assisted Career Aptitude/Interest Assessments.
- ♦ Career Center Library.
- ♦ Graduate School Information.
- ♦ Internship information.
- ♦ Mock-Interviews.

Counseling and Disability Services

St. Joseph Hall 101

Office Hours: 8:30 a.m. - 5:00 p.m. Monday - Friday

814-886-6515

A licensed professional counselor is available for counseling and consultations. Common goals of counseling include:

- ♦ To learn to deal with uncomfortable emotional issues such as anger, anxiety, shyness, depression, grief, guilt, fear, jealousy and low self-esteem.
- ♦ To improve relationships with family, friends, instructors, co-workers, employers and others.
- ♦ To learn time management and stress management skills.
- ♦ To overcome test anxiety and fear of public speaking.
- ♦ To increase communication skills, including social skills, assertiveness training and conflict resolution.
- ♦ To learn new decision-making and problem-solving skills.

Services are confidential and are not noted on any student record.

Every student is encouraged to take advantage of the personal, academic and career counseling resources available on campus. Mandated counseling, on campus and within the community, is not a judicial sanction, but may be imposed as a condition for continued enrollment at the College in instances where the health and safety of the College community is of concern.

Disability Services

Mount Aloysius College makes every reasonable effort to provide qualified students with disabilities the opportunity to take full advantage of programs, practices, services and facilities. Students with disabilities who wish to request an accommodation are required to do so through the Department of Counseling & Disability Services, St. Joe's Room 101, or call (814) 886-6515.

At that time, students will be required to complete a formal request for accommodation and provide the necessary documentation. All requests should be submitted at least 30 days prior to an effective date of implementation.

The Director of Counseling and Disability Services will review the request, meet with the student, and determine what accommodations are warranted and will be approved. For any request for accommodations to be implemented, it must be formally approved.

The College's policy complies with the requirements of Title VII of the Civil Rights Act of 1964, Title IX and Section 504 of the Educational Amendments of 1972, and all other applicable Federal, State, and Local statutes, regulations, and guidelines.

Student Health Services

St. Joseph Hall 102

Office Hours: 8:30 a.m. - 5:00 p.m. Monday - Friday

814-886-6515 or 814-886-6391

In case of an emergency after hours, contact Security at 814-886-6327

The Student Health Services Department operates under the direction of a registered nurse with the cooperation of a consultant physician as a medical director and a physician assistant who provides physical coverage during clinical hours. Confidential student health records are maintained. Medical information is released only with the student's written consent. All new students are required to submit a completed health form including health history, physical exam and immunization record form prior to attendance at classes.

Students in health related programs have additional requirements and specific screening tests for certain diseases. Students enrolled in healthcare programs requiring clinical education will be subject to random drug tests. Clinical experiences will not be permitted without a completed health form. Forms can be obtained from the Health Services office or from the website: <http://www.mtaloy.edu/health>. Completed forms should be returned to Health Services by the due date indicated.

- ♦ All students are encouraged to carry health insurance.
- ♦ Health insurance is required for all international and resident students as well as intercollegiate athletes.
- ♦ All resident students are required by law to have a meningococcal vaccine or sign a waiver.

Students are entitled to unlimited walk-in visits to Health Services for nursing assessment and treatment of minor illnesses and injuries. Physician assistant consultation is available at specific times by appointment. If a student requires diagnostic testing or other services through a medical facility separate from Health Services, that medical facility will bill the student or the students' insurance for services. Students should make their own non-emergency transportation arrangements to other medical facilities or consult Health Services for other options. Local ambulance service subscriptions through the Cresson Area Ambulance Service at 814-886-5641 are available for emergencies.

Ann Harris Smith Little People's Place Child Development Center

**Cosgrave Student Center - Lower Level
Hours: 7:30 a.m. - 5:30 p.m. Monday - Friday
814-886-6456**

The Ann Harris Smith Little People's Place is nationally accredited by the National Association for the Education of Young Children (NAEYC). The Center serves students, staff, faculty and community members with children ages two through five (2-5) who are in need of reliable, affordable and quality childcare while attending class or working. The College administers this program without regard to race, religion, color or national origin on a first-come, first-served basis. The center uses the Creative Curriculum in conjunction with the Pennsylvania Standards for Early Learning and is a frequent observation and practice site for our education, nursing and sign language interpreter programs.

Perkins Support Services

Cosgrave Student Center, Upper Level 116
Office Hours: 8:30 a.m. - 5:00 p.m. Monday - Friday
814-886-6482 or 814-886-6512

Perkins Support Services are designed to provide support and educational enrichment to those enrolled in an Associate or Diploma Degree program of study. The services are funded by a federal grant administered by the Pennsylvania Department of Education. Emphasis is placed on the career development and academic preparation to assist students, during their time of enrollment and beyond, in achieving success to obtain opportunities in a demanding and emerging workforce. Perkins staff works closely with various departments providing academic, vocational and financial services to meet the needs of the students. The grant supports services such as career counseling, financial assistance for childcare costs, individual tutoring and technological support services through the laptop lending program housed in the Library as well as computer lab resources.

SAFETY AND SECURITY

Campus Safety and Security

**St. Gertrude Hall 21
24 Hour Security Officer on Duty
814-886-6327**

The primary responsibility of the Safety & Security Department is to provide protection for College persons and property associated with the College. Security officers are on duty 24 hours a day. If an officer is not in the office, he/she can be reached at 814-886-6327, or by contacting the Switchboard Operator at 814-886-4131. You may also use the blue-lighted phones in the parking lots or courtesy phone located inside buildings.

Procedures for Reporting Crimes and Other Emergencies

The Safety & Security Department works closely with the Vice President for Student Affairs and the Director of Residence Life to provide easy access for reporting any activity violating College regulations, any crime or any emergency occurring on campus.

During regular business hours, crimes and emergencies may be reported to the Campus Safety & Security Department on-duty Officer, Residence Life Department or the Office of the Vice President for Student Affairs. After regular hours, (9:00 a.m.-5:00 p.m., Monday - Friday) incidents should be reported to the on-duty Safety & Security personnel or, in cases involving resident student emergencies, the Residence Life staff member on duty. These same procedures shall be followed to request timely

**To review the entire Safety and Security policy, please visit
mtaloy.edu/student_life/safety_and_security/Security-Section-2011-2012.pdf**

RESOURCE DIRECTORY

Campus Operations *All numbers below begin with (814) 886*

8:30 a.m. - 5:00 p.m.	6300	Athletics	6359
Safety & Security	6327	Bookstore	6380
Academic Affairs	6459	Career Services	6512
Admissions	6383	Childcare Center	6456
Campus Ministry	6476	Counseling and Disability Services	6336
Controller's Office	6368	Dining Services	6325
Financial Aid Scholarships	6357	Health Services	6515
Housekeeping	6311	Residence Life	6407
IT Help Desk	6502	Retention & Academic Advising	6420
Learning Commons	6477	Student Affairs	6472
Mailing Services	6491	Student Government Association	6321
President's Office	6411		
Registrar	6343		



a new chapter

How parents fit into their students' lives at college

10 Key Ways to be Supportive

Students are testing the waters and developing their own voice at college, yet they can't do it without your love and support.

1. Ask your student about what he's **LEARNING** instead of always focusing on grades. When he gets to talk about what he's learning, it helps reinforce what he's discovering in class, plus it helps him practically apply his academic learning.
2. Talk about **FRIENDS** at school without grilling her. Ask a few leading questions, like "So, what have you been up to?" or follow up by asking about a friend she mentioned in a previous conversation. Even if you haven't met these friends yet, they are a new "family" she is creating for herself and hold great importance in her life. But don't worry – you're not being replaced! It's a healthy, natural thing for young people to do.
3. Encourage your student to get **INVOLVED**. Research shows that students who engage in campus life feel more satisfied with their experience, often do better academically and are much more likely to stay to finish their degree. Getting involved helps enhance a student's sense of responsibility, a commitment to campus and a sense of *belonging*. Plus, he'll gain great leadership skills that will be helpful in getting a job after college and throughout his life!
4. Discuss **COMING HOME**, if your student lives away at school, before the first occasion arises. There will be a changing dynamic, as she'll be used to having freedom and self-responsibility at school, and may balk at the same rules she used to abide by. Talk about how to handle this, figure out where you're both willing to compromise and enjoy the fact that your visits won't have to be spent fighting over these kinds of details!
5. **LISTEN** when your student is trying to work something out. Don't interrupt with immediate solutions or advice, as figuring things out for himself is a key part of growing into adulthood.
6. By the same token, **DON'T JUMP IN** to solve things for your student when she's struggling. It's certainly fine to listen and talk things through. Yet, when it comes to action, it's really important that your student go to that office to ask questions or visit a professor during office hours to better understand why she received the grade that she did. You can challenge her to take these actions while supporting her every step of the way.
7. **SEND MAIL** when your student will be least expecting it. In the midst of stressful times, tests and a million priorities, he will welcome a piece of mail, letting him know that he's on your mind.
8. Try **NOT TO OVERCOMMUNICATE** with your student via all the various tech tools at your disposal. Emails, texts, Instant Messages, Tweets, Facebook chats, phone calls and more are all welcome! Yet, just because you can use these mediums whenever possible, it doesn't mean you have to always be in touch. It's all part of your student's growth process so she feels comfortable standing on her own feet and making decisions without always checking in.
9. Be ready to **EMBRACE CHANGE** as it comes. Perhaps your student will change political views because of an issue on campus or decide that he wants to explore another spiritual path. Change may also come in the shape of your relationship with your student. He will be developing his own voice and opinions – and you may not always see eye to eye. Yet, if you can step back and see this being part of his development, rather than open defiance, you're bound to engage in some interesting, eye-opening conversations!
10. Let your student know that you **TRUST** her. This will lead to more self-confidence and an ability to stand up for what he believes is right. He'll also be better able to say "no" in certain situations so he can maintain that sense of trust. Nothing will be perfect, yet knowing that folks back home trust and respect his decisions can go a long, long way.

a new chapter

How parents fit into their students' lives at college

Being a Coach & Encourager

One of the key roles that parents and family members can play during their student's time at school is that of coach. This is different from doing things for your student or setting him off completely on his own. It's a more nurturing, developmental approach that can have great results!

Coaching Strategies

- Listen to your student talk about her college vision—What is she looking forward to, what does she hope to accomplish, what will equal success in her eyes?
- Inspire him to unlock his true potential—Encourage self-exploration, trying different classes, meeting new people and getting involved so he can explore what fits best. You can ask leading questions to help this process along.
- Encourage her to take action—This is something she needs to do on her own; no one else can do it for her.
- Empower him—Some students may not fully know where to begin, so adapt a “yes you can!” attitude and talk with him about things he can do, one step at a time.
- Solicit suggestions—Instead of putting words (and actions) in your student's mouth, let her contribute to the process too. It's important that she learn to trust her own ideas and instincts, rather than leaning on those of others.
- Provide tools—Do your own campus research so you can point out resources he can tap into, from the career center (it's not just for seniors anymore!) to the wellness center to the study abroad office.
- Encourage creativity—There's nothing saying that your student has to do things the same old way! Encourage her to tap into creative ideas, ways of thought, problem-solving strategies and more.

- Energize him—We all need a boost now and then to keep us going. Provide him with the energy that comes from having someone recognize a job well done or root him on in person, when possible. He'll feed off your energy!
- Push her toward the journey—While it's easy to get derailed from our path sometimes, having a coach to push us along and provide encouragement makes it easier. Talk with your student about how she's feeling being on a certain path and try not to make demands that she stay on that path if it's not feeling right. There are plenty of variations that might fit her more effectively.
- Encourage reflection—As you coach your student through her college process, make sure that both of you set time aside to reflect on how things are going. The process of doing without reflection isn't half as satisfactory, or effective!

Providing Encouragement

As students dig into their college life, they may sometimes bite off more than they can chew. That can manifest itself with an overwhelming class load, too many hours at work or taking on student leadership positions in bulk.

One of the roles of a coach is to encourage students to “add rungs to their ladder.” They don't need to take huge steps all the time—sometimes they can add smaller steps in between to help them get where they want to go.

a new chapter

How parents fit into their students' lives at college

Developing Trust & Respect Between You & Your Student

- Engage in open, honest dialogue rather than keeping secrets from one another.
- Agree to disagree at times rather than equating disagreements with defiance.
- Listen to one another without interruption—there's lots to learn from one another!
- Talk about how things will be when your student comes home and make it a two-way conversation rather than a mandate.
- Meet some of her campus friends, if at all possible, so you can better know who she's talking about.
- Don't always "check in" with your student—it's okay to go some time without being in constant communication and it allows your student to develop his own sense of self even more.
- Put money conversations out in the open so your student knows where things stand and what she has to do, and so she doesn't have to always wonder if the other shoe is going to drop.
- Treat your student like an adult, in conversations, in making decisions and more.
- Let your student know that he has your trust upfront and that you hope and expect he'll maintain it.

a new chapter

How parents fit into their students' lives at college

How Students Stay Safe

Safety is likely one of the main things on your mind as you send your student to college. Here are some of the tips we'll be sharing with him or her that you can help reinforce as we all work together to keep students safe.

Room & Apartment Safety

- Always lock your door, especially when you're inside sleeping or when you go out.
- Don't let strangers into your room. Look through a peephole, ask for ID or meet them in the hallway.
- Don't post notes on your memo board, Facebook page, IM or voicemail, saying where you are or providing personal info.
- Don't keep valuables in plain sight. And don't have too many valuables with you in the first place!
- Don't give out your room key/card.
- Don't put your full name or phone # on your mailbox.
- Lock windows.

Lost Room Keys/Cards

Report a lost room key/card to the appropriate staff immediately! Someone can use it to gain entrance to your room, apartment or car to hurt you or your belongings. Plus, when you share space with roommates, not reporting a lost key/card can end up causing them harm, too.

Parking Lot Safety

- Have your car key in hand, ready to put in the lock, as you're walking toward your car.
- Walk to your car with someone you know and trust, especially when it's dark.
- Look in the backseat before entering the car to make sure no one is hiding back there.
- Always keep your car locked, whether you're in it or not.
- Park as close as you can to your destination. If that's impossible, ask public safety for an escort.
- If you're sitting in your car in the parking lot, lock the doors so no one can take you by surprise.

Date Rape & Sexual Assault

- Don't be alone with someone you just met.
- Clearly communicate your intentions – say “No” and mean it. And listen when someone else says “No”!
- Keep a level head. Alcohol or other drugs compromise your safety by lowering inhibitions and clouding your judgment.
- Be aware of date rape drugs that can be slipped into your drink.
- If you go somewhere with friends, make sure that everyone is accounted for before leaving.
- Trust your gut—your instincts say a lot.

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How parents fit into their students' lives at college

The Value of Getting Involved: What the Research Says

Purpose

When students are marginally committed to their college or university, they're more likely to leave. Yet, when they become more committed by engaging in purposeful activities, their connection to campus strengthens. They feel obligated and responsible (Bean, 2005; Swail, Redd, & Perna, 2003; Tinto, 1993).

For instance, student leaders who hold positions in student groups "know that others depend on them for service, guidance, and follow-through on important initiatives. Thus, they feel committed to their respective organizations and the institution at large, and are less likely than are disengaged students to leave" (Harper & Quaye, 2009, p. 4).

Retention

Getting involved—or *engaging*—in educationally purposeful activities, both in and out of the classroom, is the most significant factor in determining whether a student will stay in school or not (Tinto, 2000). Those who leave school often do so because they feel disconnected – from their peers, from faculty, from administrators and from their school. "Leaves of this type express a sense of not having made any significant contacts or not feeling membership in the institution" (Tinto, 2000, p. 7).

Involvement Theory

Alexander W. Astin's student involvement theory says that "the greater the student's involvement in college, the greater will be the amount of student learning and personal development" (Astin, 1999, p. 13).

He considers involvement to be an active term and shares verbs that go along with it:

- Attach oneself to
- Commit oneself to

- Devote oneself to
- Engage in
- Go in for
- Incline toward
- Join in
- Partake of
- Participate in
- Plunge into
- Show enthusiasm for
- Tackle
- Take a fancy to
- Take an interest in
- Take on
- Take part in
- Take to
- Take up
- Undertake

So, student involvement can:

- Enhance students' connection to campus
- Increase students' commitment to the institution
- Encourage students to stay in school
- Increase students' personal development
- Enhance students' learning

Sources: All information, except Student Involvement Theory, from *Student Engagement in Higher Education* edited by Shaun R. Harper and Stephen John Quaye, 2009; Student Involvement Theory section from "Student involvement: A developmental theory for higher education" by Alexander W. Astin in *Journal of College Student Development*, Sep/Oct 1999.

Belonging

Searching for a sense of belonging can be a potent force among students. They want to belong to something bigger than themselves, whether it's a group of close friends or a community in which they take pride. Providing positive ways for them to find that sense of belonging so they don't turn to destructive habits and people who may not be the best influence is just one of the benefits of creating a community where everyone feels welcome.

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How parents fit into their students' lives at college

FERPA: Health & Safety Emergencies

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of students' education records. FERPA also addresses the decisions that school officials need to make on a daily basis. It applies to any "educational agency or institution" that receives funds under any program administered by the U.S. Department of Education, which includes all public K-12 school districts and virtually all postsecondary institutions, public or private.

Parents may be notified when there is a health or safety emergency involving their son or daughter, in spite of any FERPA provision that might otherwise prevent such a disclosure. Changes made to this section of FERPA are intended to "balance the important interests of safety and privacy by providing school officials with the flexibility to act quickly and decisively when emergencies arise."

According to FERPA, "...the Department will not substitute its judgment for that of the agency or institution if, based on the information available at the time of the determination, there is a rational basis for the agency's or institution's determination that a health or safety emergency exists and that the disclosure was made to appropriate parties."

Alcohol & Other Drug Disclosures

If an institution has determined that a student under 21 violated its alcohol or other drug rules, it may disclose that fact to parents, says Steven J. McDonald, general counsel at the Rhode Island School of Design.

However, the student must be under 21 at the time of disclosure, not just at the time the violation occurred.

"Articulate & Significant Threat"

This does not have to be a verbal threat. It simply means that a school official must be able to articulate *what* the threat is when he/she decides to disclose education records.

Disclosure to "Appropriate Parties"

In taking all circumstances into account, institutions may disclose personally identifiable information from education records, without consent, to "appropriate parties" whose knowledge of the information is necessary to protect the health or safety of a student or other individuals, if there's "an articulable and significant threat."

- The person(s) receiving the information isn't required to be the one providing the protection.
- Potential "appropriate parties" may include:
 - ✓ Law enforcement
 - ✓ Threat assessment team members
 - ✓ People who may have information that can assist in providing or evaluating the need for protection and/or how to address the threat (such as peers, roommates, mental health professionals and prior schools attended)
 - ✓ Potential victims
 - ✓ Parents of the student or of potential victims

According to the 2009 College Alcohol Survey (Anderson and Gadaleta), college and university administrators estimate alcohol is involved with:



30% of academic failures

38% of physical injuries

58% of violent behaviors

59% of unsafe sexual practices

65% of acquaintance rapes

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The following organizations join us in support of this message:

American Council on Education

American Association of Collegiate Registrars and Admission Officers

Association of Governing Boards of Universities and Colleges

The BACCHUS and GAMMA Peer Education Network

This information is brought to you by:

THE CENTURY COUNCIL
STIPULATES FIGHTING DUNK DRIVING & DANGEROUS DRINKING

www.centurycouncil.org



PARENTS, YOU'RE NOT DONE YET.



Have you talked with them about drinking and college?

LOW RISK drinking is:

- Knowing your limit (www.b4udrink.org)
- Thinking about whether you will drink and what you will drink, before the party
- Eating a complete meal before drinking
- Always knowing what you are drinking
- Alternating alcohol-free drinks throughout the evening
- Having a plan, know how you will get home safely
- Making sure you and your friends have each other's back
- Abstaining is the safest choice

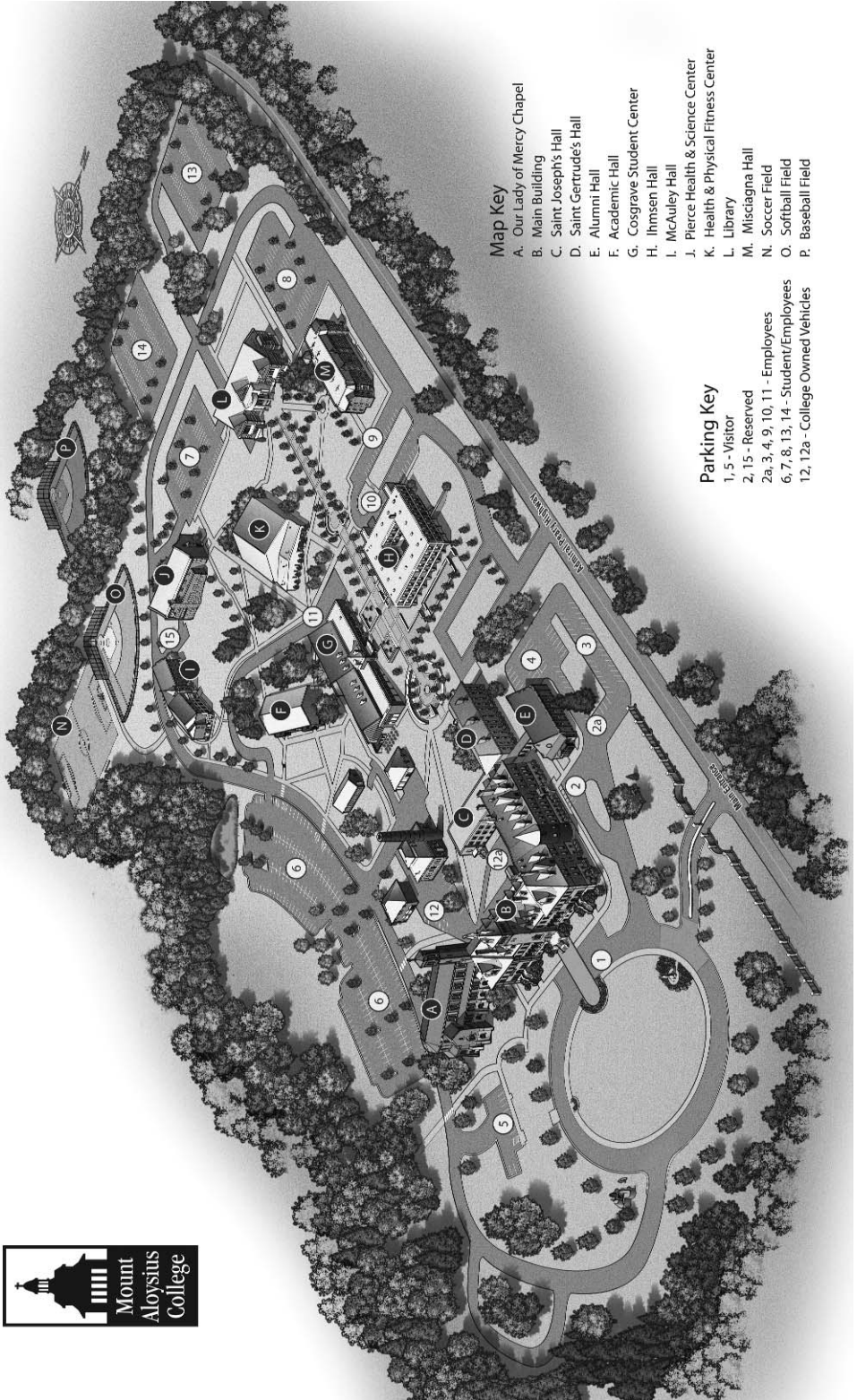
Dangerous consumption of alcohol by college students continues to be a health and safety issue in spite of laws, campus policies, and college programs.



We encourage you to have ongoing and meaningful conversations with your son or daughter about their choices with regard to alcohol. You may want to discuss the differences between low-risk and high-risk drinking.

HIGH RISK drinking is:

- Chugging, drinking games, pre-gaming, (drinking anything out of a punch bowl, trough, hose, or funnel)
- Drinking to get drunk (intoxicated)
- Driving after drinking or riding with someone under the influence
- Drinking too much too fast
- Going to parties where people drink too much
- Not knowing what is in your glass or leaving it unattended
- Mixing alcohol with medications or illegal drugs



Map Key

- A. Our Lady of Mercy Chapel
- B. Main Building
- C. Saint Joseph's Hall
- D. Saint Gertrude's Hall
- E. Alumni Hall
- F. Academic Hall
- G. Cosgrave Student Center
- H. Ihmsen Hall
- I. McAuley Hall
- J. Pierce Health & Science Center
- K. Health & Physical Fitness Center
- L. Library
- M. Misciagna Hall
- N. Soccer Field
- O. Softball Field
- P. Baseball Field

Parking Key

- 1, 5 - Visitor
- 2, 15 - Reserved
- 2a, 3, 4, 9, 10, 11 - Employees
- 6, 7, 8, 13, 14 - Student/Employees
- 12, 12a - College Owned Vehicles

Non Discrimination Statement

Mount Aloysius College strictly prohibits and does not tolerate discrimination against any person on the basis of age, ancestry, color, disability or handicap, national origin, race, religious creed, gender, or veteran status in the administration of its admissions and employment practices, educational policies, financial aid, scholarship and loan programs, athletics or any other College administered program.

Any person with limited language skills will be eligible for assistance in language skills from the College upon request. The College will provide such assistance to assure that any person with limited English language skills will not have language act as a barrier either to admission or to participation in programs of the College.

Inquiries or requests for information regarding civil rights or grievance procedures, should be directed to the Vice President for Student Affairs, the College's designated Title IX and Section 504 Coordinator, at the Office of Student Affairs, Cosgrave Center, 7373 Admiral Peary Highway, Cresson, PA 16630. Tel: (814) 886-6472.

If you have questions or need information regarding specific accommodation(s), including physical access to campus facilities, please contact the Office of Student Affairs, Cosgrave Center, at the telephone number or address listed above. Any request(s) for accommodation should be made with as much advance notice as possible in order to provide sufficient time for the College to review and respond in a timely manner.

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