



Student Handbook

Dear Students,

The rules of *North Love Baptist Bible College* (NLBBC) are misunderstood more than any other area of the College's program. Without rules, NLBBC would cease to be a Christian school. It would not be the type of place a godly Christian would want to attend. Students are more joyful, content, and secure when they know what is expected of them, and realize they are in a school where the rules are made to be kept, in the spirit as well as the letter, and not to be bent or broken. Few things that you will receive here have greater importance than learning to be obedient: obedient to the will of God, obedient to His Word, and obedient to the authority He has, in His providence, placed over you.

A well-disciplined life will be an effective and productive life, and, that which is presented in our College Handbook is not designed to make life unpleasant, but is given in your best interest, and with a genuine concern on the part of the college faculty and staff for the development of your spiritual character and Christian testimony.

If it is your desire to be a servant of God, "*thoroughly furnished unto all good works,*" we are certain the discipline of NLBBC will not be resented, although you may not understand, at first, the reasons behind some of the rules. Instead of writing off these rules as being unnecessary or foolish, you will need the maturity to realize that there is a reason behind each one of them, and any time you feel an explanation is necessary, you will find the college administration happy to sit down and go into the matter fully.

You are in the preparatory stages of a lifelong commitment to gather knowledge. To learn how to "finish the job" is the very least that is expected of you. The greatest ability you will develop is that of being dependable: dependable on the job, dependable in the classroom, and dependable in your spiritual activities. Remember, "All ground is holy ground," there being no difference between the secular and the sacred for the Christian. What you do is just as important as when you do it, and the way you do it - and at NLBBC, we seek the Biblical way in all things.

You have not been accepted at *North Love Baptist Bible College* in order for you to be successful, as the world counts success. Here you need to be determined to do your best, and trust God for the results.

The Student Handbook will be posted each year in the month of August on the college web page www.nlbbc.org and notices of updates or other changes will be emailed to each student. **Students are required to read the handbook once each semester.**

Have a great year. We serve a great God, and we may expect great things from Him, if, and that is the operative word, "IF," we are in the center of His will for our lives. May the Lord bless you abundantly as you train for His service at *North Love Baptist Bible College*.

Sincerely,

PHILOSOPHY OF MINISTRY OF
North Love Baptist Bible College
Under the authority of North Love Baptist Church

TUTOR - the local New Testament assembly in the biblical precepts of the local New Testament Baptist Church, to include the:

1. Doctrinal truth of the principle that the local New Testament Church is the only God ordained institution for implementation of the requirements of the Great Commission as recorded in Mark 16:15 and Matthew 28:19-20.
2. Requirements for and responsibilities of membership in the local New Testament body.
3. Offices and ordinances of the local New Testament Church.
4. Obligations and opportunities afforded the member in the local New Testament Church under the Great Commission.

TRAIN - the membership of the local New Testament assembly in preparation for service:

1. As a minister of the Gospel
2. As a missionary to the fields “white with harvest”
3. As a member in the local New Testament Church

TEACH - an apologetic predicated upon the preserved Old Testament *Masoretic*, and the New Testament *Textus Receptus*, the translations of which are accurately depicted, for the English speaking peoples, in the Authorized (KJV) Version.

ATTENDANCE

“Not forsaking the assembling of ourselves together, as the manner of some is; but exhorting one another: and so much the more, as ye see the day approaching.” Hebrews 10:25.

NLBBC is a ministry of North Love Baptist Church. The Church established and operates the College. We believe that North Love Baptist Church is our largest classroom. One great distinctive of NLBBC is an education offered in the environment of a local New Testament Church.

All students are required to join and attend all services at North Love Baptist Church. Any exception must be approved by the Pastor.

Church / Special Services - Faithfulness in church attendance is expected of all students enrolled at NLBBC. Students who go home on the weekend must have their pastor complete an attendance form indicating their faithfulness in their local church by attendance and ministry. Attendance will be monitored for Sunday School, Sunday morning and evening worship, and Wednesday prayer meeting. Again, only the Pastor may excuse attendance on these occasions. No student will be permitted to miss both Sunday morning and Sunday evening worship services for work.

Class - Much vital information is presented at the college level **only once**. It is the desire of the College, and it should be the desire of every student, that every class be attended. Therefore, students are required to attend all classes, chapel and special events.

1. Any student who misses a class must turn in an absence excuse by 1:30 p.m. the day they return to school. An unexcused absence, in addition to demerits, will result in zeros on any tests, quizzes, or projects due on the day missed.
2. If a student's absences exceed the number of times a class meets in two weeks, three points will be deducted from the final average for every absence up to the number of times that the class meets in three weeks.
3. If a student's absences exceed the number of times a class meets in three weeks, they will have a grade of DF assigned to their course (s) and they may be subject to dismissal from school. Missing a class or chapel the day before a vacation period will result in double demerits.
4. Absence from class does not remove the student's responsibility for completion of that day's work. The student is responsible for all lecture notes, announcements of future tests, and assignments.

Cuts - A student in **good standing** may not cut a class more times than it meets in a week. The following rules apply to taking cuts:

1. Students must apply for permission to take cuts one week in advance. Upon approval, the student will receive a signed cut permission slip.
2. In order to take cuts, a student must not be on academic probation, and must have a “C” average in their present courses.
3. Class work must be completed IN ADVANCE. Zeros may be given for any work that is not completed.
4. A student whose bill is not current may not take cuts.
5. A student who is campused may not take cuts.
6. Cuts are not permitted the week before, the week of, or the week following: Final Examinations, North Love Baptist Ministry Conferences, Thanksgiving, Christmas, or end of semester holidays.
7. Except in the case of an emergency, cuts are not permitted the week before or the week after Spring break.
8. Pastoral Dynamics course allows only one cut per semester.

Cuts are for emergencies. The Administration strongly suggests that students do not take cuts. If sickness comes and absence limits be exceeded, the student will fail their classes.

APPOINTMENTS

It is the responsibility for each student to make his own medical appointment. However, an appointment should not conflict with a class schedule, work schedule, program or service.

AUTOMOBILE INFORMATION

Vehicles operated on campus must display current license tags and possess liability insurance of at least \$100,000. Students will NOT park in spaces marked for visitors, faculty, etc. Fines of \$25.00 will be issued for violations.

Students are expected to adhere to any directives concerning vehicles. Notice of failure to do so will be forwarded to the Dean of Students for disciplinary action. Vehicle citations issued by law enforcement officials are to be paid promptly and reported immediately to the college Administration.

College students may only use their own cars, or those belonging to immediate family members. They may not use cars belonging to other students, or church members. Violation of this stipulation carries a minimum 50-demerit penalty.

Students may NOT bring the following types of vehicles to the campus: motor homes, pickup campers, step vans, street vans without windows, ambulances, hearses, or any type of truck larger than a half-ton pickup.

Ministry-Owned Vehicles: Students using ministry vehicles are required to maintain a valid driver's license. In case of an accident, drivers may be responsible for the deductible portion of damages, unless the accident was a result of a mechanical failure, or of another driver.

BUILDINGS AND GROUNDS

No one is permitted in the library except during posted library hours.

Conservation of Energy - Lights must be turned off when students leave a room. Windows and doors must be kept closed during HVAC operation. Students are not to adjust the heat/AC thermostat settings.

Keys to College Buildings - No student may have in their possession a key to any building unless that specific key has been issued to them in connection with their responsibilities. No reproduction or copy may be made of any keys issued by North Love Baptist Church. A fee of \$2 will be charged for a lost key.

Care of Property - Willful damage to or destruction of ministry property will not be tolerated. Damage of any intentional nature will be considered a disciplinary offense. Students are expected to immediately report any damaged property. No signs, banners, plaques, pictures, or other objects may be hung on the walls of any campus buildings including the dorms without permission. There must be no tampering with electrical bells, official timepieces, or electrical equipment.

Campus Guests

Students who wish to have a visitor attend classes must obtain a visitor's pass from the Dean of Students. This pass should be shown to the teacher of each class the visitor attends.

Campus Organizations

Activities - all activities outside of those scheduled in the Calendar of Events must be approved by the Dean prior to their announcement.

Authorization - No clubs or groups may be organized at NLBBC without authorization from the Administration.

Fund-Raising - Any fund-raising effort on the part of any student organization, student group, or dormitory must have the approval of the Administration.

Performances/Programs - All musical groups, or other groups ministering on or off campus, must have permission from the Dean of Students, and prior approval of their selections by either Pastor Outler, or his designated representative.

Although other accompanists may assist in a special, **PRIOR APPROVAL OF THE SELECTION BY PASTOR OUTLER IS STILL A REQUIREMENT**. Unless specifically approved as an *a capella* number, accompaniment, not prerecorded, is required for all selections. Approval for Sunday, chapel, Wednesday, and special services must be obtained by no later than Friday of the previous week. All groups, programs and outside speakers invited by individual students or student groups must be approved by the Dean **Prior to Issuing of an Invitation**. Any expenses or honoraria relating to outside speakers must be approved by the Administration.

CLASSROOM ETHICS

The ethics of the classroom are simply an extension of biblical principles of honesty and courtesy to the classroom situation. Most of the following offenses are punishable by academic penalties, disciplinary action, or both.

Dishonesty/Cheating - Violations include but are not limited to the following:

1. Examinations and quizzes.
 - a. Copying from another student's paper.
 - b. Use of cheat sheets.
 - c. Unauthorized use of class notes or books
 - d. Receiving credit for answers changed or submitted during or after grading.
2. Papers and written assignments.
 - a. Copying: submitting all or part of someone else's paper as one's own.
 - b. Unauthorized submission of an old paper, or a paper written for another teacher in lieu of a present assignment.
3. Plagiarism: the intentional or unintentional use, to any degree, of the ideas or words of one's source material without the proper acknowledgment of indebtedness (i.e., footnote or reference in the text in the case of ideas; quotation marks also in the case of works; use of italics).
4. Reports: giving false information about the performance of requirements.

Disciplinary Action: Demerits and/or Dismissal

Breaches of Etiquette - Violations include but are not limited to the following:

1. Conversation with other students, or reading or studying materials not associated with that class or meeting being conducted.

2. Interruption of teacher without being acknowledged.
3. Leaving or preparing to leave before being dismissed.
4. Insolence or obstinate defensiveness about work.
5. Failure to respond in a respectful manner to Faculty or senior adult.

COMMUNICATION

Bulletin Boards - College bulletin boards for Administration, Faculty, and student announcements are located in Room 309. Students are responsible for keeping themselves informed of all notices. Chapel announcements will be posted on the bulletin boards. Students may submit to the Dean of Students any announcements that they would like posted. Upon approval, he will submit the announcement to the College office to be posted.

Official call slips are emailed. Students must contact the sender of the call slip by chapel time of the next day, or within 24 hours, if there is no chapel. Just because you fail to check your email does not relieve you of the responsibility, or the liability, of the notice(s).

Telephone and Mailing Address - Every student must have a telephone, or access to a telephone, where calls may be received, or voice messages recorded. Any change in telephone number or email address must be reported to the College office. Failure to receive official notices from the College because this requirement has not been met is the responsibility of the individual student, and does not negate any requirements of the notices.

CONVOCATION

All activities associated with convocation are mandatory.

COPYRIGHT VIOLATIONS

As a Christian institution, we do not tolerate plagiarism, which is theft. Neither do we condone the unauthorized copying of music, audio recordings or computer software. Authorization to copy must come from the publishing agent of the copyright owner. It is not granted by the user who purchased the recording of the software. Unauthorized copying is also theft.

Failure to observe copyright and/or license agreements of materials purchased and/or licensed by the College is not permissible, and could result in legal action by the copyright owner as well as disciplinary action by the college.

COUPLES AND DATING

Dating at NLBBC must be above reproach and in every way honor the Lord Jesus Christ, and the reputation of the school.

1. Couples may sit together at church and college activities. An appropriate distance of separation should be clearly seen to maintain a godly testimony.
2. Students must be chaperoned on off-campus dates. They may not be in a car with the opposite sex unless accompanied by the young ladies' parents or an approved College chaperone.
3. No dating is permitted between NLCS high school students and College students.
4. Any off-campus dates must be cleared with the Dean of Students 48 hours in advance of the anticipated date. Approved chaperones will be assigned. Expenses of the chaperone will be the responsibility of the dating couple.
5. A College lady needs her parents to send written permission to the Dean of Students, in order for a man's parents to be chaperones.
6. Parents or pastors may chaperone their own students in accordance with the time limitations stated above.

CREDIT CARDS/CHARGE ACCOUNTS

Any student who uses or attempts to use another individual's credit card (any kind) or debit card except with permission from the Dean of Students, is subject to expulsion. This also applies to the use of another student's cell phone.

DAMAGE LIABILITY

In the event of a catastrophe such as, but not limited to, fire, windstorm, hail, explosion, riot, attending a strike, civil commotion, aircraft, vehicles and smoke, NLBC and NLBCC are not liable for either personal injuries or damages to any personal belongings of students. Neither are NLBC and NLBCC liable for theft of personal belongings.

DISCIPLINE

In order to assist and encourage our students to develop strong Christian character, NLBCC maintains a reasonable, just, yet firm, system of discipline. Failure to observe policy, or an infraction of a regulation, will result in a measure of discipline stipulated as "demerits," being campused," or dismissal from school.

The College is not required to impose the same discipline in all situations involving the same standard. However, the Administration will strive to be utterly consistent in their adherence to the rules in the student handbook. Consideration will be given to the specifics of an incident, the record, and the previous behavior of the student(s) involved. More serious disciplinary action may be taken in situations involving repeated violations.

Demerits: A demerit system has been established to encourage acceptable student conduct. **The goal of this system is to foster self-discipline.** Demerits are given for violation of College policy or standard of conduct. They are determined on a consistent basis with consideration given to the seriousness of the offense. Demerits are posted weekly by student ID number. A student will have one week to appeal demerits in person to the Dean of Students. The student will also be advised of his demerit totals every two weeks. If a student feels that the demerits issued for a particular infraction are in error, he may appeal to the Dean. An appointment must be made and the request must be in person in order to communicate any extenuating circumstance that should be considered. The appeal must take place **within one week** of the date the demerits were initially issued.

Students accumulating 50 demerits during a semester are restricted from certain campus activities (sports, dating, etc.) until the end of the semester. Students with 75 demerits are “campused” for the semester. This means the loss of all social privileges including dating, participation in social events and going off campus. Students accumulating 75 demerits two consecutive semesters must return on disciplinary probation the next semester of enrollment. Those reaching 100 demerits for two consecutive semesters will be denied re-enrollment. Students receiving 150 demerits in one semester will be expelled.

1. Students may make an appointment with the Dean of Students to discuss questions about demerits.
2. Students are not permitted to accept mail, email, or phone calls from an expelled student.
3. If at any time a student manifests a destructive influence, an attitude of controversy, or engenders a spirit contrary to the purpose and principles of the ministries of North Love Baptist Church, they may be subject to expulsion, even though they may not have broken any specific rule or regulation.
4. If a student has a difference of opinion with the ministry of North Love Baptist Church, they should contact the pastor’s secretary and make an appointment to meet with the Pastor. They should not talk about their concerns with other people.

Demerit Listing

<u>Offense</u>	<u>Demerits</u>
Disorderly conduct	1
Improper procedures	1
Tardy (class, chapel, church services, appointments, etc.)	1
Littering or damaging property (student must pay for all repairs)	3
Improper conduct	3
Irresponsible actions	3
Violation of College Handbook procedures	3
Attendance at dances, movies or watching inappropriate videos or TV	10
Employment irresponsibility	10

Demerit Listing (continued)

Unexcused absence from class	10
Unexcused absence from place of responsibility	10
Unexcused absence from NLBC ministry meetings	10
Violation of dress code	10
Trespassing	15
Causing another person to violate College rules or procedures	20
Displaying a bad attitude	20
Inappropriate Language	20
Disrespect to a faculty or staff member	30
Intentional disobedience	30
Direct or indirect involvement in demonstration without prior permission from the College Administration	30/Expulsion
Dishonesty (cheating, lying, stealing, plagiarizing)	30/Expulsion
Gripping or making derogatory statements	30/Expulsion
Holding or propagating doctrines contrary to NLBC Ministries	30/Expulsion
Accumulation of 150 or more demerits in one semester	Expulsion
Disrespect for the U.S. Flag, disloyalty to the United States by involvement in demonstrations, riots or acts of violence.	Expulsion
Divorce or immorality	Expulsion
Falsifying information on application	Expulsion
Gambling	Expulsion
Taking unauthorized cuts	Expulsion
Use of alcoholic beverages, illegal drugs, narcotics, or tobacco	Expulsion
Failure to report a violation of College rules or procedures	Like penalty
Demerits may be increased for repeated offenses: doubled for second, tripled for third, etc.	

DRESS INFORMATION

The dress code of NLBBC is designed to encourage men and women to honor the Lord in their dress. It is not the intention of the administration to be legalistic, or to use dress as a measurement of spirituality. During the entire time of their enrollment, and while on vacation or cuts, *North Love Baptist Bible College's* students are subject to the College dress code. Men or women who do not meet the dress/hair code standards will not be permitted to attend class. No student may come to the office or library to transact business dressed in either work clothes or athletic clothes.

Classroom Dress Code: Men will wear dress shirts, trousers, shoes that can have polish applied, and ties to all classes. Ladies are to wear modest clothing which is long enough, high enough, loose enough and thick enough to preclude the effect of the world's "saran wrap" fashions so designed to reveal and accentuate the feminine figure. Casual attire (jeans, shorts, etc.) is never appropriate.

Women students are expected to dress neatly and modestly at all times. This means that clothing should meet at least four criteria: high enough, long enough, thick enough and loose enough. Dresses must touch the floor when kneeling, and be modest from the standpoint of exposure and accent. Low-cut necklines and/or backs, immodest slits, see-through apparel, and tight fitting apparel are never appropriate. Ladies are expected to use makeup in a way that is not excessive or unnatural. This applies to the color and amount of makeup used, especially eye shadow. Women students are required to wear dresses, or “dress” jumpers, skirts and tops for all day classes. “Casual styles” (denim) are not permitted. Tops which have written slogans on them are never acceptable in class. Dress shoes are expected in all classes (no athletic shoes or flip-flops).

Dress regulations for women students must be observed by the **wives and children of men students** as we would not retain any student whose family is seen in improper or immodest apparel.

Men students are required to wear a conservative dress shirt (with a collar), tie, and dress pants (no patch pockets) for all classes. Suits or sport coats with dress shirt and tie are to be worn to Sunday School, Church services and all special meetings or conferences. Attire for College social functions will be announced.

Necklaces, bracelets and earrings are inappropriate men’s attire on or off-campus. Hats and caps must be removed when entering any building. At all other times shirts with collars are required. All shirt tails must be tucked in. Shoes and socks must be worn in public. White socks with dress shoes are never appropriate for church, conferences, off campus or classrooms. Tight trousers and modern pant fashions are not allowed. Belts must be worn with trousers designed for belts.

Hair must be neatly cut, tapered in the back, and combed above the eyebrows. Sideburns are not to extend below the middle of the ear. Shaved heads are not permitted without permission from the Dean of Students. No facial hair is permitted.

EMPLOYMENT GUIDELINES

No student is to accept a job which requires them to participate in the producing or serving of alcoholic beverages. Students should not accept employment any place where their personal testimony or the testimony of NLBBC might be compromised.

FINANCES

Unless otherwise designated, all gifts received in the name of a student will be deposited against that student’s account.

Textbooks may be purchased from the NLBC Bookstore. Syllabi may be purchased from the instructor. A list of required textbooks will be posted on the college bulletin board in Room 309 and in the bookstore.

Tuition payments are due by the first of each month, August through July. If the 1st falls on a weekend or holiday, the payment should be made the last school day before the holiday, etc. Failure to have the payment in by that date will incur a fine of \$10.00 per day, assignment of demerits daily, and suspension of the student from class.

No student will be permitted to sit for examinations without an exam permit issued by the finance office. A “Request for Payment” letter for students delinquent in school accounts will be sent out **two weeks** before final examinations. Delinquencies in payments may preclude continuation of enrollment at NLBBC.

The Finance Office will issue exam permits the **week before examinations**.

FIREARMS

Firearms, including BB guns, are NEVER permitted on campus.

GENERAL POLICIES FOR ALL STUDENTS

It is understood that attendance at *North Love Baptist Bible College* is a privilege and not a right, which privilege may be forfeited by any student not conforming to the spirit as well as the letter of the standards and regulations of the College. The College may request the withdrawal of any student at any time who, in the opinion of the Administration, does not fit into the spirit of the college, regardless of whether or not he conforms to the specific rules and regulations of the College.

Furthermore, if a student’s response, character, or conduct is considered to be spiritually deficient as to make him unworthy of the privilege of holding a degree from this school, the College reserves the right to deny the granting of a degree.

The doctrinal position of *North Love Baptist Bible College* emphasizes the fundamentals of the Faith and strives to maintain biblical unity among the student body, based upon these essentials. In the interest of that unity, NLBBC will terminate the enrollment of any student propagating or practicing doctrine contrary to the ministry doctrinal position.

The conviction of the entire Administration of NLBBC is that a griping, critical, or cynical attitude grieves the Holy Spirit, and is destructive to both Christian growth and Christian fellowship. Constructive suggestions made to the Administration will always be welcomed, but **‘griping’ at NLBBC will not be tolerated.**

Since NLBBC believes that Christian young people should manifest their loyalty to Jesus Christ through separated living, the college does not permit conduct condemned in the Word of God (such as fleshly living, adultery, sodomy, sexual perversions of any kind, dishonesty, and lasciviousness). Neither will it permit other unbiblical practices such as the use of illegal drugs of any kind, drinking, gambling, profanity, obscenity, the use of tobacco in any form, dancing, movie-going, and pornography.

NLBBC expects a student's conduct off campus to be compatible with the regulations contained in the Handbook. Any student whose conduct or lifestyle off campus is a contradiction of the Christian standards exemplified by the spirit of the rules for daily living on campus will be disciplined according to the offense.

NLBBC expects the cooperation of its students in the development of respect for the enforcement of the rules of the College. Any student who knows or suspects that another student intends to violate any rule of the school and does not attempt to check the violation in a scriptural manner (Matthew 18:15-17) or who "covers" (Leviticus 5:1) another student's wrongdoing by failing to have the matter brought to the attention of the proper authority, will be considered disloyal, and will be dealt with by the Administration.

Any student who encourages or aids others to violate the College's rules will be subject to expulsion.

As a Christian institution, NLBBC expects that its students exemplify Christian unselfishness and kindness in their dealings with faculty and fellow students. On this basis, there is no "hazing" (humiliating harassment, especially of new students).

NLBBC will not retain students who are directly or indirectly involved in demonstrations without the prior permission from the College Administration.

Any student who has committed a crime prior to or during their enrollment at NLBBC and who has not revealed such information to the College is subject to dismissal.

All faculty members will be addressed by their title (Mr., Mrs., Miss, Dr.) and their last name. Responses to show respect to faculty members/seniors, are to be "Yes sir, yes ma'am", "No sir, no ma'am."

Social Courtesies:

1. Students should remain standing in a private office until invited to sit down.
2. Students should acknowledge a professor or administrator when passing them, whether or not they think the professor or administrator knows them personally.
3. Whenever there is a choice, a student should cross behind, not in front of another person. When there is no choice, they should excuse themselves.
4. Another person's office, home, or room is private. Always knock and wait to be invited in before entering.
5. Any service, however small, should be acknowledged with a "thank you," whether or not one has been paid for the service.

Non-Discriminatory Policy

North Love Baptist Bible College does not discriminate on the basis of race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, age, height, weight, physical or mental ability, veteran status, military obligations, and marital status.

This policy also applies to internal promotions, training, opportunities for advancement, terminations, outside vendors, organization members and customers, service clients, use of contractors and consultants, and dealings with the general public.

PIANO USE

Students may not play school or church pianos without prior permission from Pastor Outler.

RESEARCH

1. Some classes require the use of computers for papers and research. Students are permitted to use the College computers in Rooms 309 and 311 for personal and class related assignments.
2. Use of these computers is a privilege. Posted regulations and the instructions of the lab monitor are to be strictly observed.
3. Library, computer usage, internet access, and research computer access fees are \$100 per semester for each student (no exceptions).

SPIRITUAL LIFE

Each student in NLBBC should consider his life as a life of service to the Lord. While the schedule at College may be rigorous and, at times, study requirements will seem to occupy every minute of your time, you should not neglect your service to the Lord. This cannot be overemphasized. The spiritual student will find their academic work to be of a higher quality. Opportunities for service in at North Love Baptist Church should be regarded as opportunities not only to serve the Lord, but to develop abilities and talents.

Every student will spend at least one year in one of the following North Love Baptist Church ministries: Junior Church, Church Choir, RU, and Bus ministry.

From time to time, special conferences will be arranged to include the entire College family. Students, if not already working, are required to attend all services, including any evening meetings, of these conferences.

Students are required to attend all church banquets. If the student has to work, they must turn in an activity excuse explaining the reason for their absence.

STUDENT CONDUCT AND TESTIMONY

No student may release information of any kind to any local newspaper, radio or television station. Any student who is approached for the information by a news reporter should refer the reporter to the Administration, who is in a position to answer the reporter's questions accurately, and speak officially for the College.

Do not enter any classroom while a class is in session.

Students may not solicit money from individual members of North Love Baptist Church. This includes the asking of an individual to pray for a specific amount of monies.

A student must receive permission from the pastor of North Love Baptist Church before accepting an invitation to fill a pulpit. Permission must be granted before the student gives the church a yes or a no answer.

STUDENT COUNSELING

Pastor Kingsbury assigns all ministry counseling.

Mr. Seeley does enrollment and initial academic counseling.

Financial counseling will be with our Finance Manager.

Pastor Outler and Mr. & Mrs. Weller counsel as assigned by the pastor.

If unable to keep a counseling appointment, students must contact the College secretary.

STUDENT SERVICES

To meet the personal and educational needs of our students more effectively, the College has established the following support services:

Academic Advising - Each student is assigned a faculty member as an academic advisor.

Business Information - The College office is a service and support area for students. Personnel in the office will assist in providing information concerning finances, charges, fees, etc.

Lost and Found - Articles may be reclaimed by paying a 50-cent per item service charge. At the end of two weeks, unclaimed articles will be given away, sold, or be placed in the trash container.

Office Hours - The college Office is open from 8:00 a.m. until 4:00 p.m. weekdays. Students are to obtain permission to come to college office through NLBC receptionist.

THEFT

Stealing and shoplifting are serious offenses which may result in expulsion. Personal items, including books, clothes, shoes and money, “borrowed without permission” constitute theft, and will be dealt with as such.

VACATION RULES

We desire our college students to have a testimony that is above reproach during both the school year and their vacation periods. For this reason students are expected to observe North Love Baptist Bible College rules during vacations. It is not the intention of NLBBC to supersede the authority of the local church. We understand that the local church is the sole judge and authority on all matters of discipline, standards, etc. At the same time, we try to teach all our students to be consistent in their standards, whether at college, at home, or anywhere, as God cannot bless a double standard. If, however, a student feels that because of a certain College rule we are violating a conviction of their local church, and this leads to a personal conflict, we ask that **ONLY** their pastor (not their parents) call **ONLY** Pastor Kingsbury and explain the conflict.

We do not desire to train hypocrites. It is our hope that the standards of NLBBC will not just be rules, but personal standards that will enable the student to be a strong Christian, able to properly influence others.

Because there are reasons for every rule, we ask that no student request that we break or bend a rule stated as policy in this handbook. If we do this for one, we must do it for everyone.

WEDDINGS

Any student without a Bachelors Degree will need permission from the Administration to marry and remain a student. No student may marry at any time during the school year except during the Christmas vacation. Students may not marry while enrolled in a summer session.

In order to insure that the policies regarding weddings are carried out, any student who plans to marry and return as a married student must submit a marriage information form obtained from the Dean of Students.