

This Arrival Manual has been designed to assist new students with information pertaining to their preparation to join the Clearwater Christian College family. Most of the information may be found in greater detail in the current catalog, or in the student handbook called *The Guide*, which is available at http://www.clearwater.edu/The_Guide.pdf.

GENERAL INFORMATION

Arrival Dates and Times

First-time resident and commuting students to Clearwater Christian College are expected to arrive on campus Saturday, August 21, 2010, between 9:00 a.m. and 4:00 p.m. to check in for the fall semester. Non-students will not be able to stay on campus overnight with students in the residence halls. Students should use local limousine services available at the airport/train terminals or bus stations for transportation to campus.

SuperShuttle - (800) 282-6817 or (727) 572-1111
Airport Limo.com - 877-APT-LIMO (278-5466)

All first-time students, both commuting and resident, are expected to attend the New Student Orientation meeting Saturday evening, August 21, at 7:00 p.m.

Opening Week Schedule, Orientation, & Matriculation

The College has designed a New Student Orientation Program that will provide entering students with information that will acquaint them with specific procedures and will help them become successful while attending college. Unless indicated, each activity is required of all first-time students to CCC, both commuting and resident. The schedule for the orientation period is given on the following pages.

Attention Athletes

Student athletes are to report on Thursday, August 12. Check in is between 10:00 a.m. and 2:00 p.m. Teams will practice after 2:00 p.m. Dinner will be served at 5 p.m. to all student athletes. A new student and parent meeting will be held at 6 p.m.

QUESTIONS???

We are here to help! If you need assistance, please feel free to contact your Admissions Counselor by calling 1-800-348-4463. You may also directly contact personnel in other college offices by e-mail or telephone (727) 726-1153, ext. 0.

ATTENTION PARENTS OF NEW STUDENTS!

Here are some activities designed for your attendance and involvement:

Saturday, August 21

4:30 – 6:30 Family Dinner – We are inviting your whole family to join us for dinner in Cathcart Hall.

You will need to pick up tickets at check in.

4:30 – 6:30 Local Church “Meet and Greet” in the gym. This is a chance to meet some of our local church ministries that your child may attend and be involved in.

7:00 – 7:30 New Student/Parent Meeting – A very informative session for all new students and their parents, which gives you a chance to meet the CCC Administrative Team.

Required for ALL NEW STUDENTS.

7:30 - 8:15 New Parents Only – Get answers to your most important questions.

NOTE: Following this meeting your child will be returning to the gym. If you are planning to head home immediately or early the next morning you WILL have a chance to see your child and give him/her that last hug, final instructions and say good-bye!

Sunday, August 22

11:00 – Campus Church Service – This service will be held in the gym and will be for all new resident students. New students may miss this service ONLY if they are attending a local church with their parents.

6:00 – Sunset Beach Service (weather permitting) – Join us for a very special treat as we gather at Sand Key Beach for singing, testimonies and food. If you’ve never enjoyed a Gulf of Mexico sunset, you don’t want to miss this. Transportation will be provided. CCC will not pay parking fees.

Directions to Sand Key Beach from Clearwater Christian College;

Turn right (west) on Gulf-to-Bay Blvd. for about 4.6 miles.

Follow the signs directing to the beach (stay in left lanes).

After crossing the Memorial Causeway there is a traffic circle.

Take the 3rd exit onto Coronado Drive.

Make a slight right onto S. Gulfview Blvd. which goes to Gulf Blvd.

Take Gulf Blvd. over the bridge to Sand Key Beach.

2010 FALL OPENING WEEK SCHEDULE

Tuesday, August 10 (New Commuters Only)

- 2:00 – 4:00 New Commuter Arrival, Welcome, and Check-In
- 2:30 – 4:00 English/Math Placement Test(s)
- 4:00 – 8:00 New Student Orientation (dinner provided)

Saturday, August 21

- 9:00 – 4:00 New Student Arrival, Welcome, and Check-In
ID Pictures
- 12:00 – 1:30 Lunch
- 4:30 – 6:30 Family Cook-In Dinner (“Meet & Greet” if you are not eating dinner)
Time One: 4:30 – 5:15
Time Two: 5:30 – 6:30
- 4:30 – 6:30 New Student/Parent Meeting for Local Church “Meet & Greet”
- 7:00 – 7:30 New Student/Parent Meeting (Mentor Connection at the end of this meeting)
- 7:30 – 8:15 New Students’ Parents-only Meeting
- 7:30 – 8:15 New Student Introduction to Orientation
- 8:30 New Student “Get Acquainted” Activity
- 11:00 Dorm Devotions in Mentor Groups

Sunday, August 22

- 9:00 – 9:30 Breakfast
- 11:00 – 12:00 Campus Worship Service
(All new resident students are asked to attend unless visiting a local church with parents.)
- 12:00 – 1:00 Lunch (tickets can be purchased at the Cathcart Information Desk)
- 2:00 Mentor Connection (freshmen meet with mentors)
- 4:30 Dinner (SLAM Team and new students)
- 7:00 – 8:00 Dinner (athletes and returning students)
- 6:00 – 8:00 Beach Service
- 9:00 Ice Cream Social
- 10:30 Dorm Meetings (required of all new resident students)

Monday, August 23

- 8:00 – 8:30 Breakfast
- 8:30 – 4:00 Obtain mail box key from Campus Post Office
- 9:00 English Placement Test (selected students)
- 10:00 Critical Thinking Skills Test (required of all new freshmen and new transfers)
- 11:00 – 12:00 New Student Orientation (Student Life/Spiritual Formation)
- 12:00 – 1:00 Lunch
- 1:00 Math Placement Test (selected students)
- 2:15 – 3:00 New Student Computer Orientation (IT Department)
- 4:30 – 5:30 Dinner
- 9:00 – 12:00 New Student Activity

Tuesday, August 24

7:30 – 8:00	Breakfast
8:00	Music Theory Placement Test
8:30 – 10:00	ID Pictures for New Commuters
8:30 – 12:00	Matriculation (new students, SLAM Team, athletes)
8:30 – 4:00	Obtain mail box key from Campus Post Office
9:00 – 4:00	Returning Student Arrival, Welcome, and Check-in
11:00 – 12:30	Lunch
12:30 – 1:30	New Student Academic Orientation (Academic Affairs)
1:30 – 3:30	Early Drop/Add Period
2:00	Campus Workers Meeting (required of all student workers)
3:00 – 3:30	New Student Library Orientation (Group 1)
3:30 – 4:00	New Student Library Orientation (Group 2)
4:00	Returning Student Arrival Deadline
4:30 – 5:30	Dinner
7:30 – 9:00	New Student and Dorm Leader Activity
10:30	Dorm Meetings (required of all resident students)

Wednesday, August 25

7:30 – 8:00	Breakfast
8:30 – 4:00	Obtain mail box key from Campus Post Office
8:30 – 12:00	Matriculation (returning students)
10:00	ROTC Meeting (required of all ROTC cadets)
11:00	Transfer Student Writing Workshop (required of all new transfers)
11:30 – 12:00	Music Scholarship Meeting
11:00 – 1:00	Lunch
12:00 – 12:30	Returning Commuters Meeting (required of all returning commuters)
3:00 – 3:30	New Student Library Orientation (Group 3)
3:30 – 4:00	New Student Library Orientation (Group 4)
3:00	EDU 362/363 Meeting
4:00	EDU 460 Meeting
4:30 – 6:00	Dinner
6:15	Campus Bible Study (required of all resident students)
9:00 – 10:30	Greek Festival

Thursday, August 26 (Classes Begin)

9:00	New Students' Chapel (required of all new freshmen and new transfers) Regular Chapel (returning students)
7:00	Convocation (required of ALL resident and commuting students)

Friday, August 27

9:00	New Students' Chapel (required of all new freshmen and new transfers) Regular Chapel (returning students)
9:00 pm	Greek Rush (required of ALL resident and commuting students)

Saturday, August 28

10:30 – 11:30	Brunch
5:00 – 5:30	Dinner

NOTE:

All meals are served in the Cathcart Dining Hall. The regular meal schedule will begin on Thursday, August 26.

Complete information regarding academic policies is located in the College Catalog.

Outstanding Items

New students were accepted on academic information available at the time of admission, including their final high school and college transcripts. Final high school transcripts must show all courses completed with the appropriate grades/credits, date of high school graduation, final high school grade point averages, and class rank. Final transcripts must bear the school's seal and/or official signatures. College transcripts should be requested immediately at the conclusion of the last term of enrollment.

Registration

In order to qualify for registration, students must:

- be accepted by the Admissions Office
- have paid their confirmation deposit of \$100.00
- have submitted all completed medical report forms
- have an official copy of their high school/college transcripts on file in the Admissions Office.

Once these items have been received, the Admissions Office will make arrangements for the student to participate in registration. This is when the student makes course selections for the upcoming semester before the start of classes. Appointments for registration may be conducted in person or over the telephone at an agreed time. The student will receive a schedule by mail. Additional responsibilities will be finalized during matriculation. Students are allowed to make changes during the Drop/Add period. Changes made during this time may result in the adjustment of the student's course load and account in the Business Office. Drop/Add will begin Thursday, August 26, and continues through Wednesday, September 1. After September 1, students will not be able to add classes to their schedules and will be financially responsible for any classes dropped.

Transcript Evaluations

Tentative evaluations are provided to new students by admissions counselors in advance; however, the Registrar's Office is responsible for the official evaluation of college transcripts. Students currently enrolled for college coursework should make arrangements for final transcripts to be mailed to the College upon completion. Omission of outstanding transcripts will delay the registration process.

Placement Examinations

Placement decisions for entry level English and mathematics courses will be made by the Academic Affairs Office at the time of registration for students who do not have transferable college credit. Initial placement decisions are based on minimum scores earned on the English and mathematics subtests of the ACT or SAT and grades in select high school or college courses. Students may prove readiness for higher-level courses by earning satisfactory scores on an appropriate placement examination. Placement exams will be administered during the new student orientation period, and students are notified of their placement immediately after completing the test.

CLEP/Advanced Placement

These tests provide students the opportunity to earn college credit in numerous academic disciplines through testing. AP credit is usually earned through an approved high school program. CLEP credit is earned through testing held at local CLEP centers. Original CLEP and AP results must be presented to the College in order for the registrar to award potential credit. CLEP and AP credit in English Grammar and Composition must be earned prior to initial registration on campus. Refer to the College Catalog or website for further CLEP/AP policies and minimum scores.

Dual Enrollment

College credit earned prior to high school graduation through the dual enrollment program with an accredited college may be transferable to the student's program of study with the presentation of an official transcript from the school.

Class Attendance Policy

The Class Attendance Policy is outlined in detail in *The Guide*. Students are expected to be in class and complete all course requirements. Students have limited personal absences for each course. College sanctioned absences only apply to college-required absences, extended documented illnesses, and a death in the immediate family. Students who exceed the personal absence limit are withdrawn from class with a grade of W. All students must stay within the course absence total limit allowed.

Educational Needs

Students with documented disabilities should contact the director of guidance and career services for more information and an explanation of services.

ROTC

Students who plan to participate in the ROTC program the College offers through Air Force, Army, and Navy detachments stationed at the University of South Florida are required to confirm their participation with Mr. Cannon in the Registrar's Office and inform the academic advisor during registration of the need to register for applicable ROTC courses. Students who expect scholarships related to their ROTC participation should keep in mind that until they have unconditionally contracted and provided documentation to the College, they cannot apply the scholarship to their school bill.

2010-2011 Required Dates & Events

The following dates are required. On these dates students must be present except in cases of emergency.

- August 31, September 1, 2 - Christian Life Conference
- September 24 – Majors Meeting
- October 12 – Artist Series Event
- October 20 – Day of Prayer
- November 18 – White Glove (required of resident students only)
- December 2, 3 – Christmas Concert (attendance at one performance is required)
- January 17, 18, 19, 20 – Christian Life Conference
- February 4 – Majors Meeting
- March 2 – Bible Conference
- March 9 – Student Surveys

- March 29 – Artist Series Event
- April 13, 14, 15, 16 – Spring Play (attendance at one performance is required)
- April 26 – White Glove (required of resident students only)

Term Start and End Dates

The following dates identify the start and end of the 2010-2011 fall and spring terms.

- Fall arrival deadline for first-time students: Saturday, August 21, 2010, by 4:00 p.m.
- Fall semester first day of classes: Thursday, August 26, 2010.
- Thanksgiving Break: November 19-29, 2010. Resident students may leave campus after their last class on Friday, November 19, 2010. Dorms close on Saturday, November 20, 2010, at 10:30 a.m. The deadline for resident students to return to campus is Monday, November 29, 2010, at 10:30 p.m. unless students have a Monday night class. Classes resume on Monday, November 29, 2010, at 6:00 p.m.
- End of fall semester: For students who commute, the fall term concludes after their last exam. For resident students, the semester concludes after their last exam and completion of the checkout procedure with their resident hall director. Final Exam Week is scheduled for December 13-16, 2010.
- Christmas Break: December 17, 2010 – January 10, 2011.
- Spring arrival deadline for first-time commuting and resident students: Monday, January 10, 2011, by 1:00 p.m. Returning resident students must arrive by 8:00 p.m. on Monday, January 10, 2011.
- Spring Semester first day of classes: Wednesday, January 12, 2011.
- Spring Break: Resident students may leave campus after their last class and official check out on Friday, March 11, 2011. The deadline for resident students to return to campus is Sunday, March 20, 2011, at 10:30 p.m. Classes resume on Monday, March 21, 2011, at 8:00 a.m.
- Easter Break: April 22-25, 2011. The deadline for resident students to return to campus is Monday, April 25, 2011, at 10:30 p.m. unless students have a Monday night class. Classes resume on Monday, April 25, 2011, at 6:00 p.m.
- End of Spring Semester: For underclassmen who commute, the spring term concludes after their last exam. For underclassmen who are resident students, the term concludes after their last exam and completion of the checkout procedure with their resident hall director. The exam week is scheduled for May 2-5, 2011.
- Graduation: The graduation ceremony is scheduled for Saturday, May 7, 2011, at 10:30 a.m.

The following section deals with applicable matters associated with registration, student accounts, and business office policies and procedures. Students and parents should consult the College Catalog for specific details and policies. The Catalog is available for review on our website under the academics link.

Cost of Attendance

The student's actual cost of attendance is computed at the time of registration; however, for general planning purposes, we have provided the following information for the typical full-time student:

- Tuition \$7,720 per semester¹
- Room & Board \$3,555 per semester²
- Estimated books \$450 per semester

¹ Based on enrollments of 12-16 hours

² Does not include board tax

Note: Course fees are printed at the conclusion of each course description in the current College Catalog.

Method of Payment

Expenses incurred by students through their enrollment are to be paid in full by final matriculation on August 24, 2010. The Business Office accepts payment by cash, check, Discover, or MasterCard. Please note there is a 2.5% convenience fee for any debit/credit card payment being processed by the College. Families needing to make payments over a designated period may participate in the CCC Installment Plan. For students attending *either* fall or spring semester, enrollment in the plan *must be made* by July 20 or December 20, respectively, with the first installment of 20% of the balance of the bill due at that time (after the application of all financial aid and/or student loans). A \$50 enrollment fee will be applied to the student's account at the time of registration. No interest will be applied to the student's account at the time of registration. No interest will be applied to the student's account under this plan as long as payments remain current; however, there will be a penalty fee equal to 1.5% of the entire outstanding account balance for payments received after the 20th of the month. Any student who has not satisfied school obligations by the day of matriculation will be automatically enrolled in the installment plan and charged the Payment Plan fee.

Health Insurance Fee

For Fall 2010, students who are enrolled for 12 hours or more are required to have basic health insurance coverage. A basic policy is available through the College and students will be charged a \$465 fee at the time of course registration unless they are able to show they have coverage through other personal or family sources. The policy covers a twelve-month period beginning with the fall term. Students whose enrollment is below 12 hours may elect to participate in the program after completing appropriate paperwork in the Business Office. Students will be asked to confirm their participation in the insurance program at each new matriculation. The College provides a secondary accident insurance policy covering all students enrolled full time to a maximum of \$5,000. There is no incremental charge for this provision. The fee shown here is for an additional and optional health insurance policy, which is available for students enrolled full time. Annual fees are charged at matriculation. Details are available upon request by calling the Student Life Office (727) 726-1153 ext. 240.

Monthly Statements

Monthly statements can be viewed through the Cougarweb once the school year begins. If the student is counting on a parent or another third party to pay his or her school bill, it is the responsibility of the student to communicate this information with that third party.

Account Credit

It is possible through overpayment or the awarding of financial aid in excess of registration costs that students' accounts may show a credit balance. Students may request partial or full refunds if the credit balance indicates actual financial assistance received by the College, not just approved. Refunds may be requested in person or in writing. The Business Office requires three working days to process such requests. The earliest refunds may be released is after the conclusion of the drop/add period.

Textbook Charges

The Centre Court Campus Store accepts cash, check, Discover, Visa and MasterCard in payment for books and supplies. The College cannot post textbook charges to students' accounts in the Business Office unless their account balances indicate a credit in excess of the charges generated through matriculation. Eligible students must obtain a Textbook Charge slip from the Business Office before securing textbooks from the campus store.

By this time, you should have completed all of your 2010-2011 financial aid forms available on our website; however, if you have not, the following information should help you to complete the process.

Student Aid Reports (SAR)

Student Aid Reports (SAR) are released by the processor upon receiving a completed Free Application for Federal Student Aid (FAFSA) application. Parents are strongly encouraged to contact the Financial Aid Office in the event they want to change previously submitted information or if they are selected for verification. The Financial Aid Office can save families valuable processing time by evaluating the necessity of the suggested changes and performing required ones through their office.

Verification

Roughly 30% of all FAFSA applicants are selected for a review process called "verification." The eligibility letter accompanying the Student Aid Report informs students that their applications were selected for verification. When selected, the students and parents are required to provide the Financial Aid Office a signed copy of their 2009 federal income tax return and a completed verification worksheet, which is provided by the College. The College Financial Aid Office will review these documents and perform any necessary adjustments. It is important that students respond to requests for documentation to complete verification as soon as possible to meet the criteria for financial aid program deadlines.

Notification of Assistance

Students can view their financial aid on the Cougarweb under financial affairs/student financial information. This is the official means by which the College informs students of their eligibility for federal, state, institutional, and private financial assistance. As changes are made to students' financial aid, an electronic copy of the award letter may be emailed. The Office of Student Financial Aid with the state of Florida has provided the College with initial eligibility rosters for the Florida Bright Future's Scholarship program. The College will post these awards on students' award letters once notification has been received.

Student Handbook

A copy of *The Guide* (student handbook) is available on the College website, under the “Student Life” link. You should read it carefully prior to your arrival and preparation to enroll. Questions regarding its contents may be directed to the Office of Student Life. Upon arrival on campus, all new students will receive the current edition with their orientation material.

Medical Information Packet

A Medical Information Packet was previously mailed to you with other confirmation information. It describes available medical services and procedures, and students’ responsibilities in submitting the completed medical report form. Students and their families should refer to this packet or *The Guide* for specific medical information. **Completed medical report forms must be submitted to the College before students may register for classes.**

Church Attendance and Christian Service

The expectations regarding these areas are stated in *The Guide*. The vice president for student life will meet with new students early in the semester to explain the church attendance policy and Christian service requirements.

Chapel

The daily chapel program begins on Thursday, August 26, 2010, and concludes on December 15, 2010. Resident students are required to attend chapel Monday through Friday and commuting students each day of the week that they have a class the period before or immediately after the chapel hour.

Communication

Regular communication between the College administration and the student body is important. The College handles this through emails. Activities, calendar changes, and special campus guests are also communicated through chapel announcements and posted on the Cougarweb.

Mail and Intra-campus Correspondence

The Campus Post Office is located in the lobby of the College gymnasium. Each student will receive a mailbox assignment at check in. All off-campus and intra-campus correspondence will be forwarded to the student through this mailbox. Students should notify friends, family, and all other regular correspondents of the necessity of including their CCC mailbox number with the address.

Student Parking

Students must register their vehicles at Matriculation which includes a fee of \$160.00 for the year. They will receive parking instructions and a tag at that time. Students are expected to carry minimum insurance coverage as required by their home state. Students are permitted to bring only one vehicle to campus.

Student Identification Cards

Every student is required to obtain a photo identification card at the beginning of the academic term. This card is required for chapel attendance, admission to the Cathcart Dining Hall, checking out materials from the library, and identification for official college functions. Many local businesses and organizations require students to show this identification before awarding discounts or providing specific services. Photographs for identification cards will be taken during the orientation period. There is no charge for the initial card; however, replacement cards may be obtained through the Student Life Office at a cost of \$10.

The Greeks

Every student at CCC is given an opportunity to join one of the Greek organizations on campus. Six clubs are exclusively for women and six for men. Membership is limited, and students select the Greek of their choice during the orientation period. The Greeks provide teams for the College intramural program, participate in community service activities, and sponsor social events. Meetings are held during the regular chapel period. Membership in a Greek is required, but participation in extracurricular opportunities is optional. Commuting students are required to join a Greek unless they are married or 25 years of age or older.

Clubs and Organizations

In addition to the Greeks, the College provides a number of clubs and organizations centered on a specific academic or extracurricular interest. These organizations provide additional opportunities for fellowship, leadership development, community service, and specific information. Meetings are scheduled on a per-need basis and are usually announced on the CougarWeb. Membership is optional.

Counseling

The College provides counseling in academic, vocational, personal, and spiritual matters. Students are encouraged to see their faculty advisors for academic and vocational advice. Counseling in personal and spiritual areas is available from the resident directors, the dean of students, or the vice president for student life.

Internet/E-mail Access

The College has a campus-wide wireless network called CougarNet. This network provides filtered Internet access and CCC e-mail services to students. The filtering service is provided by a not-for-profit Christian organization called Hedgebuilders. Any student computer with a wireless network card installed (either internal or external) can access the Internet anywhere on-campus. Instructions for access to the network will be given at matriculation. Access to other Internet carriers on-campus is not permitted.

Resident Student Off-Campus Dating Policy

1. For the purposes of clarity, if the number of students in a group is one man and one woman, dating regulations apply.
2. Students who are at least a sophomore may single date off-campus. Sophomores are students who have successfully completed at least 30 hours of college credit.
3. Any student under the age of 20 must have a parental-signed letter of permission to single date off campus.

4. Couples may stay overnight at the home of one of the respective parents, with the completion and approval of the *Parental Acceptance Form*. This form is online at www.clearwater.edu under the *Parent and Family* link. The *Parental Acceptance Form* allows for one male and one female to stay at the same residence as long as one of their parents is present.

Residence Hall Checklist

Resident students should consider bringing to school or buying the following items once they arrive:

- Alarm clock/radio (consider non-electric alarm clocks)
- Plastic containers to hold toiletry items (shampoo, soaps, toothbrushes, etc.) and edibles
- Desk lamp (no halogen lamps)
- Linen items (sheets, bedspread, pillow, pillowcase - the beds in the male dorms are extra long)
- Laundry supplies (detergents, bag or basket for dirty clothes, iron, etc.)
- Small trash container
- Towels
- Toiletry Items
- Cleaning supplies
- Mattress pad for single bed
- Umbrella

Refrigerators and microwaves are provided for student use in the residence halls. Students should not bring large appliances, televisions, hot plates, burners, or toasters. Coffee pots are permitted. Computers must have “regular” monitors, not TV screens. CCC encourages students to listen to music which is spiritually and culturally uplifting – a benefit to one’s walk with God.

Off-Campus Work

If you are planning to work off-campus, keep in mind you must attend (1) chapel everyday if you are a resident student, and each day that you have a class immediately before or after chapel if you are a commuting student; (2) the required evening events on campus as printed in the calendar found in *The Guide*; and (3) Sunday morning and evening church services. The Office of Student Life must approve all off-campus work.

WOMEN'S DRESS CODE

Sunday Dress	Worn for	Additional Notes
<p>Dresses or dressy skirts and blouses</p> <p>Dress shoes</p> <p>Appropriate sandals</p>	<p>All Sunday services, Sunday breakfast and lunch</p> <p>7:00 p.m. fine arts events</p> <p>Evening Christian Life Conference services, banquets, Convocation, Commencement.</p>	<p>Flip-flops, denim material, jersey material, or khaki skirts are not suitable for Sunday dress.</p>
Standard Dress	Worn for	Additional Notes
<p>Dresses or skirts and blouses</p> <p>Appropriate shoes or sandals</p>	<p>Classroom session</p> <p>All of campus before 4:30 p.m.</p> <p>Wednesday church service attendance</p>	<p>No athletic shoes or athletic-style shoes</p> <p>Jean dresses, skirts, or jumpers are permitted for standard dress</p> <p>All dresses & skirts must be loose-fitting</p> <p>All hemlines must be styled to remain below the bottom of the knee when standing</p> <p>Slits must be sewn so that the top of the slit comes no higher than the bottom of the knee</p>
Casual Dress	Worn for	Additional Notes
<p>Skirts, capris, shorts to the bottom of the knee</p> <p>Slacks, loose-fitting jeans; in good repair</p> <p>Loose-fitting shirts or t-shirts</p>	<p>All athletic events, campus socials</p> <p>All evening meals, Saturday, and after lunch on Sundays</p> <p>Shopping, restaurants, and activities such as bowling or miniature golf</p> <p>The library and non-class meetings in Dambach after 4:30 p.m.</p>	<p>For all dress categories: If clothing is molded to the body with no loose fabric, the garment is too tight.</p> <p>There should not be any cupping under the breast</p> <p>Neckline styles are to remain no lower than four finger widths below the collarbone, no cleavage showing</p> <p>Tops must be long enough so when a student bends over or reaches in the air, no midriff skin is visible</p> <p>The back of tops should not be low-cut or have openings</p>
Athletic Dress	Worn for	Additional Notes
<p>Athletic, track, and warm-up pants</p> <p>Loose-fitting t-shirts (no tank tops)</p> <p>Shorts as described below</p>	<p>Participating in recreational activities on or off campus</p> <p>Participating in activities on the athletic field, track, and in the gym</p> <p>Visiting The Cove to get drinks or food to go</p>	<p>Swimsuits must be one-piece and modest for wearing at the beach, pools, or on the Paden sundeck</p> <p>If making a stop on the way to the beach, pool, or to sunbathe, proper casual wear must be worn over beachwear</p>

Athletic Shorts: The hem of shorts worn for athletic dress must be within three inches of the top of the knee when standing. Athletic shorts and biking shorts are not acceptable attire for attending athletic events. Shorts may be worn at the beach for games and activities. They may be worn on the soccer field or in the gym when participating in activities, or when jogging, biking, and/or rollerblading. Shorts may be worn when in direct transit to participate in an off-campus athletic event, but should a stop be required, proper casual wear must be worn over the shorts. Shorts may be worn to and from the athletic fields or gym.

Sunbathing attire: In addition to one-piece swimsuits, shorts shorter than three inches from the top of the knee may be worn for sunbathing. However, when traveling to and from the sunbathing area, proper casual or athletic attire must be worn. Tanks are allowed for sunbathing only, but may not be rolled. No tummy, abs, or midriff may be showing.

Tattoos and body piercings: The administration reserves the right to require a tattoo to be covered. Other than the ears, no piercings are permitted.

Hair: Styles should be feminine and without extremes in color or in style.

Slogans on shirts: Brand names and designer logos are permitted – no slogans are permitted. Shirts deemed inappropriate are not permitted.

Tank tops: Narrow straps and/or tank tops are permitted only when worn with a blouse/shirt or with a jacket or sweater. Sleeveless blouses, shirts, and dresses must cover from the neck to the edge of the shoulder and should be close-fitting under the arms.

See-through clothing: If wearing a see-through top or see-through covering for a skirt, what is worn underneath must be within dress code. A see-through garment cannot be used to bring the article of clothing underneath into dress code.

MEN'S DRESS CODE

Sunday Dress	Worn for	Additional Notes
Dress slacks and belt Dress shoes with dark socks Dress shirt with collar and tie Ties are optional for Sunday evening services, but collared shirts and dress pants must be worn	All Sunday services, Sunday breakfast and lunch 7:00 p.m. fine arts, evening Christian Life Conference services, banquets, Convocation, Commencement. A suit jacket must also be worn for these events.	No boldly-colored/mismatched outfits Ties must be tightened and close to the neck and should not be removed or lowered until after Sunday lunch Churches may require a jacket for certain activities and areas of service
Standard Dress	Worn for	Additional Notes
Slacks or khaki-type pants and belts Collared shirts tucked in Black/brown dress casual shoes	Classroom sessions All of campus before 4:30 p.m. Wednesday church service attendance	No athletics shoes, athletic-style shoes, or sandals No "skaters" shoes or men's slippers are permitted On Greek meeting days, official Greek t-shirts are permitted (shirts must be tucked in) Sweaters must be worn over a collared shirt
Casual Dress	Worn for	Additional Notes
T-shirts with sleeves Khaki-type pants or loose-fitting jeans Non-athletic knee-length khaki-type shorts Athletic shoes/sandals	All athletic events, campus socials All evening meals, Saturday, and after lunch on Sundays Shopping, restaurants, activities such as bowling or miniature golf The library and non-class meetings in Dambach after 4:30 p.m.	Pants should not be sagging/underwear not showing Socks are required with dress, athletic, and tennis shoes Jeans may not be torn or have patches Wind or sweat pants are not permitted Shorts must come to the knee
Athletic Dress	Worn for	Additional Notes
Athletic windpants, sweatpants, and shorts T-shirts with sleeves or tank tops No cutoff sleeves, "wife-beaters," or gaping arm holes Sandals and athletic shoes	Participating in recreational activities on or off campus Participating in activities on the athletic field, track or in the gym Visiting The Cove to get food or drinks to go	Men are required to wear shirts at all times except while at the beach Athletic shorts should never be worn in Cathcart Athletic windpants, not shorts, are permitted in the dining hall if immediately coming from or going to an inter-collegiate athletic practice with fellow teammates

Athletic Shorts: The hem of shorts worn for athletic dress must be within three inches of the top of the knee when standing. Athletic shorts, board shorts, and biking shorts are not acceptable attire for attending athletic events. Shorts may be worn at the beach for games and activities. Shorts may be worn on the soccer field or in the gym when participating in activities, or when jogging, biking, or rollerblading. They may be worn when in direct transit to participate in off-campus athletic events, but should a stop be required, proper casual wear must be worn over the shorts. Shorts may be worn to and from the athletic fields or gym.

Swimming attire: Swimsuits must be conservative and a boxer/board short style; the hem must be within three inches of the top of the knee when standing. Shirts must be worn at all times, except while at the beach.

Tattoos, body piercings, and necklaces: The administration reserves the right to require a tattoo to be covered. Body and ear piercings, earrings, and necklaces are not permitted. ROTC and military students may wear their dog tags.

Facial Hair: Men must be clean-shaven daily. Married students and students with senior academic status (90 credit hours) may wear neatly trimmed beards (specific criteria may be obtained from the Dean of Students). Facial hair must be fully grown in by the start of each semester. The administration reserves the right to ask any student to trim or shave his beard.

Hair: Hair must be above eyebrows, ears, and collar, and sideburns come no lower than the bottom of the ear. Thickness, height, length of hair should not be extreme. Hairstyles deemed inappropriate will not be permitted. No extreme hair coloring or bleaching is permitted.

Slogans on shirts: Brand names and designer logos are permitted – no slogans are permitted. Shirts deemed inappropriate are not permitted.

COUGARNET INFORMATION

General Information

Clearwater Christian College has a campus-wide network (known as CougarNet) which provides high-speed access to the Internet, e-mail and a variety of campus data resources. Students can access the network using their own computer or a college unit located in the Library and computer labs. Students are required to agree to the College's network policy which outlines responsibilities and other information.

Accessibility

Wireless access is available campus-wide. In addition, each building on-campus has ports capable of supplying wired network and Internet access to students (in each residence hall room), faculty and staff. Wired laptop ports are also available to students in the Library, study lounges, and the Cove. If you need to purchase networking hardware, the campus store keeps these items in stock at competitive prices.

Network Settings

In order to use your own computer on campus, you will need:

- **OPERATING SYSTEM:** Windows, MAC or Linux
- **COMPUTER HARDWARE:** network card with an RJ45 port or/and a wireless network card (802.11a/b/g and must support WPA2 security) to be used in areas with wireless capability (see above)
- **MISCELLANEOUS:** RJ45 Network Cable (for wired systems)
- **COMPUTER NAME:** You must change the computer name to your first initial and last name (i.e. JDoe). You can find help on how to do this by using the Windows Help feature.
- **PROXY SETTINGS:** In Internet Explorer, click on Tools (or the gear icon), Internet Options, Connections, Lan Settings – Checkmark “Automatically Detect Settings” in the “Automatic Configuration” box.
- **SOCKS SERVER:** You can access most of your favorite Instant Messenger programs by using our socks server. The settings required are **socks.clearwater.edu**, port **1080** using **Socks 5**.

Network Resources

Each student has access to the following network resources:

- **COUGARWEB:** Each student has a CougarWeb portal login (located at <http://cougarweb.clearwater.edu>). Your login name is your **first and last name with no spaces** (i.e. johndoe) and your password is the **last 6 digits** of your student ID number. The CougarWeb provides access to email, on-line class material, and many other features.
- **EMAIL:** Students will use CCC's email while enrolled and it can be accessed from the CougarWeb. After logging in, please look to the top right of the screen for the “Check My Email” button. You may use any number of email clients to receive your email. An email client is a program (such as Outlook

or Outlook Express) that can check and send email. The settings for these programs are available on the CougarWeb in the "File Manager" module under "Miscellaneous Files" and "Tools."

Network Requirements

CCC requires that all students who use personal computers on campus must have the following security software on their computers:

- **ANTI-VIRUS SOFTWARE** –Every computer that is connected to the network either via a cable or wireless connection must have an anti-virus program installed and it must be kept up-to-date using whatever method the manufacturer provides. If you do not want to pay for this software, please download a free copy from <http://www.grisoft.com>.
- **ANTI-SPYWARE SOFTWARE** –Computers must also have anti-spyware software installed. It is recommended using Microsoft Defender which can be downloaded from Microsoft's website.
- **FIREWALL** – You must enable the Windows firewall or install a third party firewall. If you are using Windows XP, we suggest updating to Service Pack 3 using Microsoft's Windows update site – <http://www.windowsupdate.com>. This will enable a firewall for you with little effort on the part of the user. If you prefer, you can use any brand of firewall that you desire as long as it will protect your computer from incoming attacks. We recommend a free firewall from Sygate to those that are using Windows 95, 98, ME, NT and 2000. This download is available on the Cougarweb in the "File Manager" under "Miscellaneous Files" and "Tools." Computer Services is available to provide technical assistance via email for your network and Internet-related questions. If you need further information, please email the IT department at IT@clearwater.edu.