

Student Handbook

PAMBRUN 2019-2020



AUGUST 2019

Student Handbook

2019/2020

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PRESIDENT'S GREETING

THANK YOU for joining us this year as a student of Millar College of the Bible. It is our desire and prayer that through your experience here you will become more like Jesus Christ. Everything we do centers around helping you develop a heart and mind after God's own heart. Millar is an excellent place to prepare for what God has for you now and in the future. God has great plans for you and wants to use you for His honour and glory!

Have a super year of growing in your relationship with the Lord Jesus Christ.

Phil Ruten
President

VISION STATEMENT

The vision of Millar College of the Bible is to develop passionate, relevant servants of Jesus Christ who are shaped by the entire Scriptures.

CORE VALUES

Bible Teaching:	We are committed to the comprehensive teaching of the entire Scriptures.
Servanthood:	We are committed to developing servants of Jesus Christ through our integral model of education.
Mentoring:	We are committed to intentionally promoting mentoring relationships in our staff and students.
Holiness:	We are committed to nurturing holiness through submission to the Holy Spirit and obedience to God's Word.
Family (Community):	We are committed to cultivating an atmosphere of community where we love, appreciate, and affirm each other.
World Missions:	We are committed to the Great Commission of spreading the Gospel of Jesus Christ through local and global missions.
Local Church:	We are committed to partnering with and supporting the ministries of the local church.

INTEGRAL EDUCATION

The Integral Model of Education is one of the things that makes Millar unique. Most post-secondary educational institutions focus on academics and building the knowledge base of their students. While knowledge is very important, some key areas of the development of our students will be missed by focusing solely on academics. It is of little value to graduate students who know a lot about the Bible but have not had their lives impacted and do not love Jesus more because of it.

The Integral Model of Education takes a different approach. In our educational mandate, we address four distinct areas of development:

- Biblical Knowledge
- Life Skills
- Spiritual Growth & Biblical Character Development
- Relationships

The aim is to develop the whole person – not just the intellect. We desire that our students pursue Jesus as their greatest satisfaction in every avenue of life and have Christ formed in them.

An important part of our Integral Model is the Education Team. The Education Team meets regularly to evaluate how each student is developing and is committed to engaging intentionally and strategically with each student in these four areas of education.

Our prayer is that our Integral Model of Education will produce passionate, relevant servants of Jesus Christ who are shaped by the entire Scriptures.

ACADEMIC CALENDAR

Fall Semester 2019

Upperclassmen Arrive	Sept. 5
Freshmen Arrive	Sept. 6
Registration	Sept. 6-7
Opening Sunday	Sept. 8
First Day of Classes	Sept. 9
Day of Prayer	Oct. 10
Thanksgiving (No Classes)	Oct. 14
Youth Edge	Oct. 18-20
Semester Break/Modular Course	Oct. 21-27
Classes Resume	Oct. 28
Modular Courses	Oct. 28-Nov. 1
Christmas Banquet	Dec. 14
Final Exams	Dec. 16-19
Christmas Holidays	Dec. 20-Jan. 4

Winter Semester 2020

Students Return	Jan. 4
Opening Sunday	Jan. 5
First Day of Classes	Jan. 6
Modular Courses	Jan. 6-10
Business Registration (2:30 PM)	Jan. 13
Missions Conference	Jan. 17-19
Day of Prayer	Jan. 20
Semester Break	Feb. 15-23
Classes Resume	Feb. 24
Final Exams	Apr. 13-16
Convocation Banquet	Apr. 18
Convocation Sunday	Apr. 19
Spring Tours	Leave Apr. 20

PHONE DIRECTORY

Note: 10-digit dialling is now required

Fire	Cliff Giesbrecht 306-774-2039 or Dial 911	Millar	
Health Centre	Vanguard 306-582-2044	Admin. Office	306-582-2033
Hospital	Swift Current 306-778-9400	Fax	306-582-2027
Pambrun Post Office	306-582-2070	Email	info@millarcollege.ca
Police (R.C.M.P)	Ponteix 306-625-6400 or Dial 911	Student Centre	(local phone) 306-582-2192 ext 4
Water Problems	Richard Bueckert 306-582-7778	Women's Dorm	
Men's Dorm		Dean's Office	306-582-2033
Dean's Office	306-582-2033		
East Chalet	306-582-2193		

Community Centre for International Students

Southwest Newcomer Gateway Center	237 Central Avenue North Swift Current, SK S9H 0L3	Phone: (306) 778-6262 Email: nwc@newcomerwelcomecentre.com
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Residential Phone Numbers

Armstrong, Arnie & Sharon	306-774-4332 (c)	Johnston, Travis & Danielle	306-315-7777 (Travis -c) 306-315-2726 (Danielle-c)
Brown, Chris & Rimma	306-321-2410 (c-text) 306-321-4590 (Rimma-c)	Kirsch, Dennis & Sharon	306-582-4998 306-741-0089 (Dennis-c)
Bueckert, Richard & MaryLou	306-582-4938 306-582-7778 (Richard-c)	Klumpenhower, Matthew & Meagan	306-714-7878 (Matt-c) 306-321-2070 (Meagan-c)
Callaway, Mike & Ashten	306-315-5116 (Mike-c) 306-315-3865 (Ashten-c)	Nicholas, Adam & Tiffany	306-582-7000 (Adam-c) 306-582-7775 (Tiffany-c)
Doerksen, Shania	204-380-3739 (c)	Peters, Harry & Connie	306-741-0192 (Harry-c) 306-741-3334 (Connie-c)
Enns, Andrew	306-315-0789 (c)	Peters, Kevin & Darcie	306-741-5280 (Kevin-c) 306-750-8776 (Darcie-c)
Evans, Preston & Jessica	306-774-2505 (Preston-c) 306-315-2277 (Jessica-c)	Powers, Phil & Neva	306-582-7066 (Phil-c) 306-582-7065 (Neva-c)
Gerbrandt, Scott & Colleen	306-582-6110 306-582-7114 (Colleen-c)	Rampold, Hope	306-750-3181 (c)
Gieck, Lorn & Janet	306-582-0021 306-716-9206 (Lorn-c)	Reddekopp, Randy & Karen	306-582-6121 306-750-3200 (c)
Giesbrecht, Cliff & Laura	306-582-2006 306-774-2039 (Cliff-c)	Ruten, Joel	306-716-0092 (c)
Hancock, Amy	306-774-9056 (c)	Ruten, Phil & Esther	306-741-5632 (Phil-c) 306-582-7474 (Esther-c)
Harder, Michele	306-582-7223 (c)	Thiessen, Kelvin & Lorie	306-750-2556 (Kelvin-c) 306-750-0656 (Lorie-c)
Hiebert, Murray & Jen	306-582-2007 306-582-7270 (c)	Winfrey, Travis & Thera	306-741-4977 (Travis-c) 306-582-7002 (Thera-c)
Johnson, Ed & Wilma	306-582-2009 306-750-3058 (Ed-c)	Wintemute, Al & Karen	403-336-7634 (Al - c) 403-336-7633 (Karen-c)
		Zacharias, Megan	306-240-4063 (c)

*(c) indicates a cell number

WEEKLY SCHEDULE

Monday AM - Friday Noon

7:00–7:25 AM	Breakfast (Self-Serve/Clean-Up)
7:50 AM –12:30 PM	Classes and Chapel
12:35 PM	Lunch and Student Work
1:30–5:25 PM	Classes Study Hours Student Work Sports
5:30–6:25 PM	Supper and Student Work (Sunday–Thursday)
6:30–8:30 PM	Study Hours Classes Student Work Sports
8:30–10:30 PM	Free Time
10:30 PM	Curfew

Weekend Schedule

Friday Supper	5:00 PM
Friday Curfew	12:00 Midnight
Saturday Brunch	10:30 AM
Saturday Supper	5:00 PM
Saturday Curfew	12:00 Midnight
Sunday Breakfast	8:00 AM
Sunday Lunch	12:45 PM
Sunday Supper	5:30 PM
Sunday Curfew	10:30 PM

Closed Weekends

Opening Weekend	September 6-8
Youth Edge	October 18-20
Final Exams	December 16-19
Missions Conference	January 17-19
Final Exams	April 13-16
Convocation Weekend	April 18-19

FINANCIAL MATTERS

GENERAL INFORMATION

A debit card machine is available in the business office. You can withdraw up to \$40 cash per week for a fee of 50¢. The closest banks are located in Ponteix (Royal Bank and Innovation Credit Union). Swift has branches for all the major banks. The business office staff is available to help with student loan questions or paperwork.

STUDENT ASSISTANCE, SCHOLARSHIPS, AND BURSARIES

A full listing of our Scholarships and Bursaries can be found in the college catalogue.

From time to time, funds are donated to Millar for students with financial need. Application forms for student assistance are available in the business office.

REFUND POLICY

If you leave school before the end of a semester, a refund will be made only at the discretion of the college. In most situations, you will forfeit your tuition for the semester, plus the room and board charges up through the month in which you leave school.

In a case where sickness is a factor and you leave for four weeks or more, you may apply for a pro-rated refund.

For private music lessons, there is no refund after three weeks.

PAYMENT OF FEES

Student fees cover the majority of a student's cost to attend Millar, but a significant amount is graciously provided by donations from alumni and friends of the college. In order to keep fees as low as possible, it is important that payments be made promptly.

Fees for each semester are due on registration day at the beginning of that semester. Semester fees not paid by the last business day of the opening month will be charged a finance fee of \$25. **Additionally, a monthly overdue charge of 1% of the unpaid balance is charged on the last business day of each month thereafter.**

A full listing of fees can be found in the college catalogue.

ACADEMIC LIFE

We believe God's Word is indispensable for having and maintaining a relationship with God. The Word of God transforms our hearts and minds as we submit to the work of the Holy Spirit.

COURSE SELECTION

The Millar curriculum consists of both required and elective courses. To graduate with a Bachelor of Biblical Studies, a student must complete at least one elective course in each of the following areas:

- Evangelism
- Homiletics
- Missions
- Teaching

COURSE LOAD

- Each course will involve approximately one hour of out-of-class work for every hour of class time. Students are encouraged to organize their time and extracurricular activities to live a well-ordered life.

- Dorm students are expected to take a normal schedule of courses and pay full tuition.
- Students with families, living in campus housing, are expected to take a normal schedule of courses and pay full tuition.
- For further details, please see Definitions and Particulars (page 9).

CLASS ATTENDANCE & EXPECTATIONS

We are convinced that class attendance is a vital part of each course. When a student regularly comes to class late, skips classes, or is inattentive in class, it shows a lack of respect towards both the instructor and fellow classmates. Attendance is taken daily by the instructors.

While a student arriving late will be allowed to remain in class, they will be deemed officially absent for the third offense. Following the third offense, each late arrival in any course will be considered an absence.

Students who are inattentive in class may be deemed absent at the teacher’s discretion. Inattentiveness includes sleeping, playing games, doing other course work in class, texting, etc.

CLASS ABSENCES

Students are expected to attend and engage in all of their classes.

However,

- one absence is allowed per credit hour for a course (1 absence for a 1 credit course, 2 for a 2 credit course, and 3 for a 3 credit course, 4 for a 4 credit course).
- Millar sanctioned events do not count as absences (Sports, Field Education, Outdoor Edge, Fine Arts, etc.) but students are advised to be proactive in their education and find notes or listen to audio recordings of the classes they miss.
- absences caused by prolonged illness will be considered by the Academic Committee on an individual basis.

Absences over these allowances will incur the following penalties:

1 credit course	-6%
2 credit course	-5%
3-4 credit courses	-4%

Taking non-school related holidays during the semester means that a spot will not be guaranteed for that student in the next semester.

MODULAR COURSE ABSENCES

- If a student is absent from a modular course, they will be penalized 25% per day. Students absent for more than two days due to extenuating circumstances may be allowed to audit the course (at the discretion of the Academic Dean and the course instructor).

LATE ASSIGNMENTS

- Assignments are due on the date indicated in the syllabus by 10:00 PM on the due date. Instructors have the right not to accept assignments handed in directly to their office.
- Generally, last-minute extensions are not given. Students are responsible to get work done in advance of due dates to allow for the unexpected.
- Late assignments will be penalized 20% the first day and 10% per day after that. After four days, the assignment will receive a grade of zero. Discretionary changes may be made by individual instructors.

ACADEMIC APPEAL PROCESS

A student has two weeks to appeal a graded assignment or course grade. If a satisfactory arrangement is not reached, the student has one more week to speak to the Academic Dean or the Dean of Education regarding the appeal. If a satisfactory arrangement is still not reached, the student must submit the appeal in writing to the Registrar who will bring it to the Academic Committee. The Academic Committee will make a decision on the appeal within one month.

DEFINITIONS AND PARTICULARS

- Full-time Student: A student taking an average of 16 or more credit hours in a semester. Permission from the Academic Dean is required to take fewer than 16 credits.
- Part-time Student: A student taking less than 10 credits in a semester. Ten credit hours per semester are required to qualify for student loans.
- Grade Point: The numerical equivalent of a letter grade. Grade points are earned by multiplying the number of course credit hours by the point value of your grade, e.g. receiving a B (3.5 value) in Gospels (3 credit hour course) is worth 10.5 grade points.
- Grade Point Average (GPA): The total grade points earned divided by the total enrolled credit hours in a given course or semester.
- Aggregate Grade Point Average (AGPA): The cumulative GPA including all previous semesters.
- Transcript: A trusted document of a student's permanent academic record showing all the courses a student has taken, grades, and credits earned, etc.
- Auditing a Class: No academic credit is given; regular class attendance requirements apply. Students may be required to do all reading, research, and writing assignments that pertain to classroom interaction and participation. There is a limit of one audit per semester, pending instructor approval.
- Independent Course Study: Subject to the approval of the Academic Committee and the direction of a faculty supervisor, a student may pursue a topic of personal interest for course credit.
- Field Education: A program involving church or ministry experience. It is required for each semester.
- Classification of Students: A designation of first through fourth year students according to the number of credit hours earned.

First Year	00–31 credit hours
Second Year	32–63 credit hours
Third Year	64–95 credit hours
Fourth Year	96 or more credit hours

COURSE CHANGES

- Course additions must be made by the end of the first week of semesterized classes.
- Course withdrawals must take place by the Friday of the second week of semesterized classes (third week for language classes). After this date, an "incomplete" will be recorded on the student's transcript and they will receive a failing grade.
- November module changes are allowed during the first two weeks of semesterized classes and January modules can be changed until October 15th.

EXAMS

Mid-term and final exams become the property of the instructor and will not be returned to students. Students will be allowed to view and discuss their exams.

GRADING SYSTEM

Grade	% Range	Pts	Evaluation
A	95–100	4.0	Exceptional Work
A–	90–94	3.75	
B	85–89	3.5	
B–	80–84	3.0	Competent Work
C	75–79	2.5	
C–	70–74	2.0	
D	65–69	1.5	
D–	60–64	1.0	
E	55–59	0.5	
F	Below 55	0.0	Failing Grade

GRADUATION HONOURS

Cum Laude (Honours)	AGPA of 3.50 or higher
Magna Cum Laude (High Honours)	AGPA of 3.65 or higher
Summa Cum Laude (Highest Honours)	AGPA of 3.80 or higher

STUDENT WITHDRAWAL PROCESS

Students who choose to withdraw from the college during the semester must contact the Dean of Education to establish their decision and the date of their withdrawal.

As per federal regulations, international students who withdraw from or discontinue their studies at Millar and do not pursue studies at another designated post-secondary institution will not be able to remain in Canada.

TRANSFER CREDITS

If a student wishes to transfer academic credits to another institution, they need to request a transcript from the Registrar (through the college website). If a student wishes to transfer academic credits from another institution, they need to have transcripts from that institution sent to the Registrar for consideration.

INTERNATIONAL STUDENTS

Our International Student Advisor, Chris Brown, is available to answer questions regarding academics and to work with any international students requiring additional assistance with their studies.

ACADEMIC DISCIPLINE

ACADEMIC PROBATION

A student will be placed on academic probation for failing exams, poor or late assignments, or incomplete Bible reading. This may also apply to a student who has produced test and assignment scores far below his or her ability. A written contract with the Dean of Education will be required including set library hours, academic mentoring, and no extensions on assignments. Those who refuse or break this contract may not be allowed to return for the following semester.

ACADEMIC DISHONESTY

A paper handed in for one course may not be handed in for a second course. All work handed in for a course must be original work for that course, unless explicit permission to reuse material has been given by the instructor.

Plagiarism is the act of using another person's work or ideas and fraudulently presenting it as one's own. This includes:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not

-points above are taken from <https://www.plagiarism.org/article/what-is-plagiarism>

Millar College recognizes that any type of dishonesty is a serious offence and must be dealt with using consistent diligence.

- All offences must be reported to the Academic Committee by the instructor (via the Academic Dean). A permanent record of these offences and their consequences will be kept in the Academic Committee minutes.
- Any assignment containing plagiarized material will normally be given a mark of zero. On a case-by-case basis, the intent, motivation, and scope of the offence may be considered and a partial mark given.
- A first time offending student may be given an opportunity to redo the work in question for a reduced possible grade (maximum 70%) and, if the instructor deems necessary, may be given instruction to enable to student to fulfill the course requirements without plagiarizing.
- The Dean of Education will determine consequences for subsequent offences. Any case of deliberate dishonesty will result in a three-day suspension or expulsion from the college.

THREE-DAY SUSPENSION POLICY

Any student found to be guilty of dishonesty will be suspended from the college for three class days. This suspension must be served off-campus. The student in question will be considered absent for all the classes missed but will need to hand all assignments in on time. A further infraction will normally lead to dismissal (see below).

Any department with concerns about a student may bring his or her name before the Education Committee. All applicable evidence relating to the case (e.g. photocopies of plagiarized papers) will be kept on file for at least one year.

DISMISSAL

Normally, students will not be allowed to return for at least one full school semester if they:

- fail or do not complete a core course
- do not attain a GPA of 1.5 in their core courses in any given semester
- do not attain an AGPA of 2.0 in their core courses over the first two years
- are negligent or defiant in Student Work, Student Life, or Field Education

In addition, students dismissed from the college for deliberate dishonesty, moral failures, etc., must wait one academic year before reapplying with new references.

THE LIBRARY

Our commitment is to support the objectives of the college. In relation to our resources, we are first an academic library, supporting the curricular needs of students and instructors as they study and teach the Bible. While meeting academic requirements and supplying materials for ministry, the library takes seriously the responsibility to aid in personal spiritual development by providing materials for both devotional use and help in practical Christian living. Our goal is to serve library users by linking their needs with the resources that can minister to them.

Part of Christian growth is learning discernment. Students must learn to recognize options and to develop skill in weighing different viewpoints. While our doctrinal statement is predominantly reflected in the nature of our collection, various other viewpoints are represented. Therefore, inclusion of any item in our library does not constitute endorsement. Read critically.

STUDENT WORK

Student Work is an important part of the education and training at Millar. The Student Work program creates a sense of teamwork and provides opportunities for the development of healthy attitudes and good work habits.

Whatever you do, work at it with all your heart, as working for the Lord, not for men, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving. Colossians 3:23 NIV

EXPECTATIONS & ADMINISTRATION

- Dorm students are required to work approximately three to four hours a week.
- The Student Work Director assigns all Student Work positions.
- Students are required to keep accurate records of hours worked.
- Most Student Work is on a schedule and students must follow the timetable that is set for it.
- Disciplinary steps will be taken when Student Work is not done properly.

FIELD EDUCATION

The Field Education program is designed to help students learn that ministry is not something that only happens once a week or at a set event. Ministry is part of daily life. It should be happening in the dorm, the classroom, on the court, at meals, in church—ministry is simply part of who we are. Field Education is also an opportunity for students take what they have learned in the classroom and live it out in different areas of the world.

In order to complete any of Millar's programs, each student needs to be involved with a specific Field Education ministry every semester they attend Millar. Students are strongly encouraged to stay in their ministry for a full year if the ministry runs both semesters.

Choices for Field Education will be limited to options that are outlined by the Director of Ministries, all of which will be in a team based setting. Exceptions to this may be granted by the Director of Ministries for students in extenuating circumstances.

At the end of each semester, the field supervisors will submit a written evaluation of each team's work to the Director of Ministries. Over the course of each semester, students will write a paper as requirement for one of their academic classes outlining how they integrated biblical principles from that class into their Field Education assignment. This will fulfill obligations for the academic class as well as Field Education.

A criminal record check is required of all students in Field Education.

ATHLETICS

Our college athletics program strives to develop Christ-like character in students through sports. We want to push our athletes to do their best and be disciplined in action both as Christians and as athletes. The playing field becomes a great place to learn and grow into stronger Christians, giving our whole life to God. Here are some basic principles for the athletics program:

- Everything that you do should bring honour and glory to God (I Cor. 10:31; Col. 3:23)
- Always do your very best (Col. 3:23)
- Build each other up (I Thess. 5:11)
- Teamwork is imperative (Gal. 5:13)
- Honour and respect those placed in authority over you (I Pet. 2:12–17)
- Actions speak louder than words (Jas. 2:17)
- Faith is best tested and strengthened in times of trial (Jas. 2:2–7)
- Harmonious Christian fellowship is a gift (Heb. 10:24-25)

SPORTS TEAMS

Millar's excellent athletics program provides the opportunity for students to be involved in a variety of league sports. Players are chosen based on ability and effort. A maximum of two academic credits each can be earned for volleyball, basketball, hockey, and futsal. A maximum of one academic credit may be earned for outdoor soccer. Extra academic credits are available for upperclassmen based on completion of additional assignments.

PHYSICAL RECREATION

Physical activity is healthy for both the body and for the mind. Students are strongly encouraged to take time out of their day to exercise. Millar has a campus recreation program that includes football, indoor soccer, floor hockey, volleyball, ice hockey, and others.

GYM USE

Students and staff are welcome to use the gym and weight room facility for impromptu activities at any time unless scheduled events and practices are in session. To book a time slot in the gym, contact the Athletic Director. Equipment must be put back neatly where it belongs. No outside shoes are to be used in the gym and food/drinks are prohibited on the gym floor.

Appropriate clothing must be worn while using gym facilities.

If music is being played publicly, it must be God honouring.

EVENTS

YOUTH EDGE

Each year in October, hundreds of young people join us for a fun weekend. In addition to fellowship and recreation, the central purpose of this program is to challenge Christian teens to a deeper commitment to Christ and present the gospel to unsaved young people. It is also a time when we are able to present the value of a Bible college education and encourage our guests to consider the possibility of applying to Millar for future training. Students and staff all have responsibilities for this action-packed weekend. Students need to plan their schedule so they have time for this.

MISSIONS CONFERENCE

Each year in January, a conference is planned with a missions emphasis. This event is designed for students and guests to meet missionaries, explore missions opportunities, and discover a personal call to missions. Students are required to attend all the events planned during conference weekend and are asked to set aside other responsibilities as much as possible to get the maximum benefit from this event. The conference is designed for a large, blended audience as guests of varying ages are invited to attend. As hosts to this event, we require that students dress semi-formal.

FINE ARTS

Students at Millar College of the Bible are challenged within a biblical context to grow in all areas of life. The Fine Arts programs at Millar are no exception, as we believe that music and drama are powerful ways to communicate gospel truths.

Fine Arts at Millar strives to:

- Train students to use every talent as a tool for ministry and to equip them with life skills
- Build character through every practice and performance
- Apply biblical truths to challenge students while using the arts to serve
- Grow in relationships through team dynamics and leadership opportunities

MILLAR MINISTRY TEAMS

- Worship Teams
- Instrumental Ensemble
- Resound (Vocal Group)
- Descendent (Drama Team)
- Replica (Worship Ministry Team)

MUSIC LESSONS

We offer private music instruction in the following areas (depending upon instructor availability):

- Violin
- Piano
- Guitar
- Voice

FACILITIES

- **David Pollard Fine Arts Centre** This building is used for drama and choir practices, music lessons, and performances and concerts. Students wishing to use this facility for any non-scheduled activities must make arrangements with the Shania Doerksen.
- **Piano Practice Rooms/Music Hut** Pianos are available for use, but priority is given to piano students. Practice pianos are located in the basement of Dickson Hall, in the music hut, and in the Student Centre. The piano in the Dining Hall is for chapel and worship team use only. Pianos in the David Pollard Fine Arts Centre are available, but group activities take priority.
- **Replica Rehearsal Studio** This building is used for Replica practices. Students wishing to use this facility for any non-scheduled activities must make arrangements with the Director of Fine Arts.

- **Chapel** Use of the chapel area in the dining hall is limited to chapel time and rehearsal for worship teams.
- **Sound Equipment** Students are not permitted to operate the sound equipment without authorization. If sound equipment is required for other events, contact the Director of Fine Arts.

STUDENT LIFE

COMMUNITY LIFE

We are thankful that you have chosen to be a part of the community at Millar College of the Bible this year. God has called us all to the gift of community (1 Corinthians 12). Within it, there is much opportunity to grow alongside others in all aspects of life. When the Bible talks about loving God, it is not one-dimensional. It is much more than simply having a solid understanding of what a difficult passage of Scripture means or being the first to volunteer whenever help is needed. This is why Millar lives out the Integral Model of Education. It is our desire that as you engage in studying the Word of God, your mind and heart would be changed to be more like Christ's (Biblical Knowledge and Character Development). With this as the inner foundation, we desire to see the outward living of Relationships and Life Skills develop as well. The Student Life section of the handbook will focus on the practical Millar community principles and applications of Relationships and Life Skills (with an understanding that all areas of the Integral Model are intentionally taught and lived out by Student Life). In these principles and applications, we hold to Scripture as the final authority on what we believe and how we live. Wherever the Bible gives clear commands on a subject, we are committed to complete obedience. Where the Bible does not give clear commands on a subject but there are clear principles displayed, we are committed to applying those principles in our community living. Because we are a unique community, we will also have specific guidelines that allow us not only to continue in the purposes of why Millar exists, but also to love each other well in this setting.

RELATIONSHIPS

The founding principle of relationships is love.

Love God: Repeatedly, the Bible talks about loving God as being the most important commandment for us to focus on in following after Christ (Matthew 22:36-40). All other areas of growth are of no worth if the love of God is not present and growing. All other principles and guidelines in this handbook are based on this foundation. We cannot love God if we do not know Him, and so we encourage you to take seriously a personal commitment to get to know God more and more. Directly related to the worship and love of God alone is fleeing from all forms of idolatry. God is and will be kind this year in revealing what we worship in place of Him in order to provide opportunity to love Him more purely and glorify Him above all else.

Love Your Neighbour: The second most important commandment of the Bible is to love others (Matthew 22:36-40). Since we live in a close community, there will be lots of opportunity to choose to love your neighbour above yourself. It is often easy to feel like we are loving individuals well when actually we are loving ourselves and not the community as a whole. We will always lean towards spending time with people that make us feel safe, accepted, loved, understood, needed, or respected. When we love God and rest in His love for us, we are able to care for others purely instead of with mixed motives.

God created us to live in community. Often in your time at Millar, you will create friendships that will last for the rest of your life and are worth investing in. We do, however, ask that you intentionally invest in the greater Millar community and not just in the relationships that are comfortable. All relationships require balance (close friends,

significant other, home relationships). You will have to determine when it is appropriate to care for the greater community over an individual or yourself in where you focus your time, energy, or physical affection. Inviting an outside perspective of what someone else observes in how you care for the greater community and individuals is often helpful.

It is God's desire that relationships are honouring to Him and above reproach. In all relationships, we expect students to conduct themselves with the highest moral integrity both on and off campus. This includes fleeing from sin and protecting against the appearance of sin. 1 Peter calls Christ followers to live in such a way that others may glorify God and/or silence accusations of others in response to our conduct.

Love the Local Church: God has chosen local churches to be the primary vessel for furthering His Kingdom and the building up of His Body. Millar loves and is committed to serving the local church. Each student is expected to commit to a local church of their choosing during the college year. This is an opportunity for you to participate in giving and receiving care from the Body of Christ while at Millar and gain experience in doing so for when you move on from here.

Mentoring: A person's growth is significantly impacted through the Body of Christ. Mentoring is intentional relationships that lend perspective, create accountability, and provide a listening ear. It is our desire for mentoring to be something you take ownership in while a student and wherever you may find yourself in the future.

LIFE SKILLS

While life skills primarily target specific areas and actions, there are foundational principles that allow us to do this in a God-honouring way.

Stewardship & Servanthood: The word stewardship means looking after or taking care of something that is not yours. God is the creator of all things and, therefore, all is His. Those who have put their faith in Jesus Christ for salvation have also acknowledged the fact that their very life is not their own, but God's to do with as He sees fit. He is gracious and kind to give us the responsibility and privilege to take care of many things. Servanthood is a principle that was demonstrated to us perfectly in Christ. The concept of servanthood is one of humility and putting aside your own interests, considering others better than yourself. It is our hope that in your time at Millar you will develop a lifelong heart and practice of serving others.

Self-Care: You must demonstrate that you are able to look after your own safety and well-being. This includes caring for your own physical, mental, spiritual, and emotional health. If you cannot deal with life challenges appropriately, get along with others successfully, not cause harm to yourself or others, or make consistent academic progress within the everyday Millar community setting, you will be expected to seek out and/or accept further assistance. If there is a case where Millar College of the Bible is not able to provide the level of support you need in order to function well in the community, you may be asked to leave for your own health and for the health of the college as a whole.

Unity in the Body: God's desire for the Body is that we live in unity with one another. Each person comes to a community with different backgrounds, personalities, and preferences. Scripture exhorts us to live in humility, gentleness, and patience, bearing with one another in love (Ephesians 4:2). We must understand that each person comes not yet having conquered all sin in their own lives and is being transformed by God into holiness. God uses the Body of Christ for transformation in your life and in the lives of others. We have a responsibility to address sin in each other's lives gently and lovingly. Matthew 18:15-20 and Galatians 6:1 highlight the appropriate way to do this.

Time Management: In seeking to steward your time well, it is important for you to maintain a schedule that is organized, prioritized, balanced, and within reasonable hours. Illness, diminished memory retention, stress, and

anxiety can often be resolved through developing healthy sleep patterns. As a student, you will have many different commitments that directly affect other people. A disciplined schedule will allow you to thrive as a student.

Entertainment: In our culture, much God-given time, energy, and resources are given to entertainment. While at a college that exists to develop you into a passionate, relevant servant of Jesus Christ, you should spend the majority of your (God's) time, energy, and resources pursuing experiences that will develop and prepare you for life and ministry. You may have decided to attend Millar based on this reason, but you also may not have come with that specific goal in mind. We ask you to reach beyond entertainment toward education while guarding against contempt and judgment of others who may not share the same goals as you.

Cleanliness: Cleanliness involves both caring for yourself and your surroundings. Keeping yourself clean highlights your understanding of stewardship as well as your care for others. Caring for your room, lounges, classrooms, dining hall, and other indoor or outdoor facilities is a way to steward what has been given to us to use. It is your responsibility to clean up after yourself in all areas and this should not be left for others in the community to deal with.

Appearance: Modesty is a difficult standard to define as each person's upbringing and culture has shaped their interpretation of biblical principles. Every culture and community has standards that evaluate what is modest. Millar, being a unique setting, is no exception. In our pursuit of modesty, there are two driving principles that shape our decision-making: does it bring glory to God, and am I considering others better than myself (servanthood)? Ask yourself the following question as you leave your dorm room each day:

Is my appearance beneficial and appropriate for the people and situations that I will encounter today, as I seek to bring glory to God?

PRINCIPLES APPLIED & COMMUNITY INFORMATION

LEADERSHIP

Deans: The Dean of Men and Dean of Women are responsible for facilitating Christ-centered community living.

Student Leaders: Community Life Leaders (CLLs) and Community Life Assistants (CLAs) are selected by the Deans to be a team that leads the student body in Christ-centered community living. You will be a part of a hall, which will be led by a CLL and CLA team. Responsibilities and authority given to student leadership by the Deans may be unique in each dorm.

Student Council: Student Council is a team made up of the Student Body President, Vice President, Class Representatives, Student Fellowship Committee Leader, Prayer Force Leader, and Treasurer. They exist as a team to serve the student body in community life, alongside the student leaders. Student Council also serves as a liaison between staff and students.

DAILY/WEEKLY SCHEDULE

Parts of your education and community life learning will happen outside of specific class times. Taking part in these scheduled events is just as much a priority as your class attendance.

Chapel: Chapel services occur on Monday, Wednesday, and Friday of every week at 10:00 AM. These times are for information, corporate prayer, praise and worship, sharing, missions awareness, and the preaching of the Word.

Prayer Chapels: Our Tuesday chapel slot is a prayer emphasis chapel. You will have the opportunity to pray in small groups (Prayer Force) with a focus on missions and evangelism, with your class, or as an entire student body.

Community Development: An hour a week will be set aside for you to engage in community. This may happen with the entire student body, your class, hall, dorm, or roommate.

SPECIAL EVENTS

Millar organizes other events to enhance your learning experience here. Your attendance at these events is a requirement for your education. These events include:

- Opening Weekend
- Day of Prayer
- Youth Edge
- Missions Conference
- Weekends prior to final exams
- Closing Weekend

COLLEGE BREAKS

During Christmas and semester breaks, all buildings (dorms, etc.) will be closed, and it is expected that you will make arrangements to be off campus. Each break ends at 10:30 PM on the last scheduled day. Supper will not be available that day; breakfast the next morning will be the first meal available to you. Any extensions on breaks must be discussed with and approved by your Dean and the Dean of Education.

EARLY ARRIVAL

You are expected to arrive on campus on the day scheduled for arrival at the beginning of the academic year. If you have to travel earlier than that day, you will need to find accommodations until the arrival day and time. If it is difficult for you to find somewhere to stay, contact us with early notification and accommodations may be able to be arranged for you at a rate of \$40/day.

COLLEGE GUESTS

You may have guests come and visit during the school year if it fits with college scheduling and with the permission of your Dean. This must also be communicated to the business office (see Facilities and Resources/Visitors on Campus).

During different college events such as Missions Conference, you may be asked to let your room be used for special guests who are taking part in the event.

COMMUNITY LIVING

Guidelines exist in order to accommodate and care for everyone in the community of Millar.

Quiet: Hallways and rooms in residence are to be kept from excessive noise from 11:00 PM - 7:00 AM.

Curfew: Curfew is 10:30 PM from Sunday to Thursday and 12:00 AM on Fridays and Saturdays. If you need a curfew extension while on campus (anywhere on site including staff homes) or off campus, you must ask for permission from your CLL or CLA.

- On a College related event, such as Field Education, Fine Arts, or Athletics (including spectators), late leave is automatically granted (weather permitting) providing your hall leaders know you are attending the event. It is expected that you return promptly after the ending of the event.
- In general, those on Academic Probation (Dean's List) should not be seeking late leave.

Overnight Leave: If you are planning to be away overnight, you are expected to:

- find a substitute for Student Work
- sign out for meals

- communicate with your Dean the plans you have made
- **Ladies' Dorm:** complete a weekend leave form or write the same information on your white board.
- **Men's Residence:** record information on the whiteboard by your CLL's door.

If you are planning to stay with or have someone of the opposite sex stay with you in your home or someone else's home overnight, please talk to the Deans to discuss your plans.

Dating: Millar College of the Bible is a unique setting where you live, go to school, do activities, and eat meals with the same people every day. If chosen, a person could spend about 15 hours per day with the same person or people. In such a setting, there are very few natural boundaries that usually exist outside of the Millar context (different jobs, weekly commitments outside of work, having to set up times to meet with friends, etc.).

In dating relationships, we ask that no physical affection be shown publicly while on campus or during Millar activities off campus. This is not to suggest that showing physical affection is inappropriate, but is to help our couples develop some natural boundaries in their physical intimacy that our context does not provide. Individuals within a relationship should seek to be above reproach, wise, and pure in how they care for one another through physical touch when not on campus. Inviting accountability from mentors, CCL's/CLA's, Deans, etc. is a good way to seek to be holy in this area.

In non-dating relationships (friendships with the same gender, opposite gender, or staff), we ask that students also be careful in how they show physical affection. Please consider how even touch intended innocently may affect the person in a way you did not anticipate and may be perceived by those around you in a way that you would not desire.

APPEARANCE/MODESTY

Biblical Basis:

- Demonstrating humility rather than arrogance, egotism, or showy extravagance
- Loving others ahead of ourselves
- Not given to sensual or seductive appearance
- Understanding motive and intent – the correct motive is to bring glory to God and not to draw undue attention to oneself
- Caution against judging others from outward appearances alone

Millar Context:

- We expect modesty, cleanliness, and valuing others ahead of yourselves. This also applies to off campus college representation (e.g. Field Education, ministry teams, athletics, etc.).
- While our broader culture promotes selfishness, comfort, complacency, and apathy, we aim to have our students live counter culturally.

Appropriate Apparel:

- Dining Hall/Public Areas: sleepwear is not permitted and no athletic wear at lunch. *Out of reverence for God's Word and respect for God's authority, we ask our students to remove their hats/toques/hoods in places of teaching, worship, and prayer.*
- Classroom/Chapel: no athletic wear or sleepwear; no wearing hoods or hats.
- Formal wear: there will be events throughout the college year when formal wear is required.
- Bare feet: not acceptable in buildings other than student residence.
- Piercings and tattoos: we ask students not to increase their number of piercings or tattoos during their time as a student. For specific exceptions on piercings, please speak with your Dean.

ENTERTAINMENT

Out of respect for others, watching movies/TV episodes on campus is limited to student residence and staff homes.

Televisions are not allowed in dorm rooms. However, televisions may be allowed in common areas/lounges in the dorm upon obtaining permission from the Deans or Student Leaders.

The impact of entertainment on spiritual self-care is underrated in culture today. We strive to provide a culture where we can challenge each other toward the pursuit of holiness. Please keep the following in mind when you watch movies/TV episodes/online content, listen to music, or play video/computer games:

- Respect and care for your roommate - do not show/play/listen to content that your roommate finds offensive.
- Respect others in residence by keeping the volume at appropriate levels (especially with quiet time and curfew in mind).
- Embrace biblical principles and flee from things that promote sexual impurity, violence, profanity, occult practices, and attitudes that are contrary to Scripture.
- Be discerning with your entertainment by not pushing boundaries of what is right and wrong, but by determining what is beneficial or not in your relationship with God.

CELL PHONES

Out of care for others, ask yourself in any given situation if using your cell phone at that time is distracting you from who or what is in front of you. With this in mind, we ask that you do not use cell phones at all during classes, chapel times, or mealtimes.

INTERNET

Use this tool wisely and not in a way that is a detriment to your relationship with God, relationships with others, academic responsibilities, other responsibilities, or your own health.

ALCOHOL, MARIJUANA, AND OTHER SUBSTANCES

You may not drink alcoholic beverages while on campus, off campus, or during school breaks while you are a student at Millar. This is for the sake of community and caring for everyone in light of different backgrounds, experiences with, and convictions on the use of alcohol. The same expectations apply for the possession and use of tobacco, marijuana, any vape products, or non-medicinal drugs.

BARS/NIGHTCLUBS/CASINOS

You should not make use of bars, nightclubs, or casinos while enrolled at Millar.

CONCERTS/OUT OF TOWN WEEKDAY EVENTS

The opportunity to go to a concert (needing exceptional late leave) should be viewed as a privilege, not a right. Permission to attend may be granted by Student Life (the Deans). Ideally, permission should be gained prior to purchasing tickets. Students may not sleep through or skip any classes, chapels, etc. on the following day.

ADDITIONAL SUPPORTS FOR INTERNATIONAL STUDENTS:

For questions regarding integration into community life here at Millar, please see your Community Life Leader, Community Life Assistant, or Dean of Men/Dean of Women.

SPECIFIC SIN ISSUES

Idolatry: The valuing of anything or anyone above God is idolatry. We desire that you will grow in the area of worshipping God above all else during your time as a student.

Occult: Occult practices violate biblical instruction and are not permitted.

Sexual Immorality: We believe Scripture takes a clear stand on sexual morality and leaves us with no doubt that God views all sex outside of heterosexual marriage as sin (read our full statement on sexuality on page 31 before signing the College Lifestyle Agreement). All students must abstain from premarital sex, extra-marital affairs, homosexual acts, pornographic materials, immodesty, and other forms of immorality.

If a student becomes sexually involved with another person while enrolled at Millar College, the student will be asked to leave for the duration of the present semester as well as the following semester.

Any form of harassment, including sexual harassment, is absolutely prohibited. Sexual harassment includes verbal abuse, suggestive or obscene letters, stalking, inappropriate touching, or any unwelcome advances. If any of the above should occur, please contact the Abuse Response Coordinator, Phil Ruten (President), or, in his absence, Arnie Armstrong (Dean of Education).

The college seeks to provide an environment that practices:

- **Safety:** freedom from harm (physical, emotional, spiritual, psychological) as a result of intentional malice or undue carelessness.
- **Wholesomeness:** freedom to grow and change in an environment of care, while acknowledging that care, growth, and change often include pain.
- **Inclusion:** freedom to be heard and to participate in the community of Millar College of the Bible.
- **Truthfulness:** freedom to be forthright, to be accurate, to participate in wholesome talk, and to be surrounded by forthrightness and accuracy.

Addictions: Addictions related to substances, entertainment, pornography, social media, etc. may be a part of your past or the past of your fellow students. These things may also be a current struggle for some while studying at Millar. We are committed to walking alongside students in their struggle, with the expectation of personal ownership in moving forward.

DISCIPLINE PROCEDURE

It is our goal to encourage self-discipline as a means of character development and attaining spiritual maturity. When College guidelines are deliberately violated, action will be taken to confront the situation. Following the biblical example, the confrontation will be entered into with the goals of repentance and restoration. Disciplinary measures may be imposed and will be administered according to the severity of the offense. With serious behavioral issues, a contract containing stringent guidelines may be written to serve as a means of providing accountability. The College reserves the right to dismiss a student for deliberate disregard of the guidelines stated in the Student Handbook.

WEDDINGS AND ENGAGEMENT

Engagement is an exciting and big step for any dating relationship. It is expected that this step be discussed with the President before an engagement takes place during the school year. It is our normal practice for potential or returning students to wait a minimum of six months after they are married before beginning or resuming studies at Millar College.

HEALTH AND SAFETY

Health Insurance: It is your responsibility to have proper insurance coverage for medical care and hospitalization. Residents of Canada are usually protected under provincial plans. Residents from outside of Canada should make sure they have adequate coverage while in Canada.

General Health Concerns: Please contact a doctor and your hall leader. For a list of local health care clinics, hours, and services, please refer to page 27.

Mental Health Support or Counselling: Please contact your dean so they can direct you to the College's adjunct counselor, Vickie Gamble, M.A.

Firearms, Air Guns, Explosives, Weapons: For the safety of yourself, others, and out of respect for college facilities, none of the above items are allowed on campus. If you are wanting to bring any of these items on campus for a legitimate purpose, you may do so only after the approval of your Dean. The College reserves the right to confiscate any item that has not been approved or is being used irresponsibly.

RESIDENCE AND MAINTENANCE

All single students are required to live on-campus and are assigned dorm rooms by the Student Life department. The Student Life Deans try to assign compatible roommates based on personalities and living habits. Single students do not have the option of living off-campus. However, exceptions are made for mature students where it is deemed more appropriate for the students to live off-campus than in the dorms.

Due to the unique location of the college in a very small hamlet in a fairly remote location, off-campus housing is limited. The available housing is primarily owned by the college and suitable accommodations for rental are offered to student families based upon family size. The chairperson of the Rental Property Management Committee will contact these students upon their acceptance and communicate with them about the availability of suitable off-campus housing.

College residence is considered the property of Millar College of the Bible. As such, the Deans and maintenance staff have the right to enter your room for maintenance reasons and to determine guidelines for health and safety.

Fire Regulations:

- 1) To eliminate fire hazards, candles and incense (or any other open flames) may not be used in the dorms.
- 2) Any flammable substance such as oil, gasoline, gunpowder, fireworks, solvents, etc., may not be brought into the dorm.
- 3) Everyone must become acquainted with the location and method of use of the firefighting equipment. Fire alarms and fire extinguishers are located on each floor of the dorms.

Emergency Numbers: Be familiar with the emergency phone numbers posted in your residence. It may be a good idea to have these numbers saved as contacts on your phone as well.

Personal Belongings: You must respect the belongings of fellow staff and students by refraining from borrowing items without permission or entering a room/house without the occupant present. College insurance does not cover personal belongings.

Privacy/Integrity: Entry into residence of the opposite sex is not permitted at any time without authorization from the respective Deans. Staff and student housing is off-limits to students when the occupant is not there, unless the occupant has given permission to do so.

Room Security: Millar College is not responsible for missing items. If there is any theft within residence, please let the Deans know of the details immediately.

Storage: There is limited storage space in residence. If you plan to bring bikes, hockey equipment, golf clubs, exercise equipment, etc., we will find storage for them but it probably will not be in residence.

Windows and Screens: There is a \$50 charge for removing screens for any purpose except if done in consultation with the Facilities Department.

Appliances: Appliances are normally not allowed in your room aside from one mini-fridge per room, with an added fee per semester to cover the electrical. If you have questions about other appliances, please talk to your Dean.

Pets: Pets are not allowed in residence. For any exceptions, ask your Dean.

Decorations: When putting up pictures or other decorations in your room, please use only green painters tape or sticky tack. Nails, tacks, duct tape, or any other tape may not be used.

Maintenance: Repairs needed or damages to college property must be reported on the facilities repair form at the residence entries.

Year-End Cleaning: Before leaving in the spring, you will need to thoroughly clean your room and have it inspected. A damage deposit deduction will be made for rooms not cleaned well enough.

Damage Deposit: If you damage the facilities of Millar College of the Bible during the school year, it will be charged directly to your account. The damage deposit will be held until the dorm room is vacated and inspected.

OUR PRAYER FOR YOU

Lord, we ask that our students may be filled with the knowledge of Your will in all spiritual wisdom and understanding, so as to walk in a manner worthy of Your Name, fully pleasing to You, bearing fruit in every good work and increasing in the knowledge of You. May they be strengthened with all power, according to Your glorious might, for all endurance and patience with joy, giving thanks to You, who has qualified them to share in the inheritance of the saints in light. – taken from Colossians 1

NON-DORM STUDENTS

Most of the guidelines outlined in this handbook apply to student families and non-dorm students as well as dorm students. Obvious exceptions would include items relating to the dorm and some Student Work rules. The following requirements apply to non-dorm students:

- You are expected to attend daily chapel services, Sunday services, weekly prayer meetings, conferences, and graduation. Please notify the Student Families' Liaison if you are unable to attend.
- You are encouraged to be involved with the rest of the student body. As much as is reasonably possible, you are encouraged to attend at least some of the college's social and recreational events.
- Dorm students are not permitted to be present in student families' residences without the occupants being present unless expressed permission has been given by the occupants and the Deans have been notified.
- If you prefer to eat some meals in the dining hall, arrangements should be made in advance with the Food Services Manager and the Administration Office.
- Both non-dorm students and student spouses are required to dress according to the same guidelines given to dorm students.
- Houses and apartments are to be kept clean and orderly within and without. Yards must be neat (mowed in summer); doorsteps and walks should be kept clear of snow in winter.
- A charge will be made for residences left in an unacceptable condition. Your damage deposit can be refunded by mail after the summer inspection if no damage to school property is sustained. If damage

should exceed your damage deposit, you are responsible for the balance. Windows, floors, and walls should be cleaned before vacating for the summer recess or permanently.

- Residents of the 8-plex will be required to take responsibility in cleaning the laundry room, hallways, stairs, and the main basement area.
- No inside pets (with the exception of fish) are allowed.
- You are expected to demonstrate courtesy with regard to the playing of stereo equipment and musical instruments in your home.
- You are responsible for the quality of entertainment provided in your home for other students. (See entertainment guidelines on page 20.)
- You are responsible to provide protection of your personal property by securing contents/renters' insurance.

FACILITIES & RESOURCES

CARE OF CAMPUS FACILITIES

Millar College's campus has been built and maintained through the sacrificial gifts of God's people. The way our property is cared for affects the Christian testimony of our college and its students.

Any damage that is done to Millar College property deliberately or through intentional carelessness will be subject to a minimum \$50 fine based on the extent of the damages. Damage done to Millar property which is not reported or cannot be traced may be charged equally to all students at the discretion of the Operations Committee.

Where damage has been done to a dorm building and no one takes responsibility, a fine will be levied to everyone in the dorm to cover the cost.

Bikes, rollerblades, and skateboards may not be used inside any campus building.

There is no overnight parking on Saskatchewan Avenue. The parking spaces on Saskatchewan Avenue are reserved for guests and off-campus fourth year students. Vehicles may not be parked in the back forty; fees will apply if a vehicle is left there over the summer.

SHOP GUIDELINES

Each use of the college shop requires permission from the Maintenance Manager. The following guidelines apply:

- No overnight projects on vehicles
- No washing of student vehicles inside or outside the shop
- Shop tools may not be used for projects without staff consent
- No parking overnight in the shop area

VISITORS ON CAMPUS

If you intend to have a guest stay on campus, please inform your dean and the Administration Office well in advance. Guests are welcome on most occasions except during Youth Edge and other events where the College has reserved the lodging and dining facilities for invited guests. The following is the normal rate for guests:

Shared dorm room	\$10.00/person/night
Private dorm room	\$20.00/person/night

MEALS

Breakfast	\$5.50
Lunch/Supper	\$9.00
Brunch	\$9.00 (Saturday only)

Meal tickets can be purchased from the Administration Office. Meals can also be purchased at mealtime. See the staff supervisor or the Food Services Manager to make payment.

COLLEGE VEHICLES

- Safety
 - All occupants must wear seat belts at all times.
 - Courtesy must be maintained toward the driver at all times. This means keeping the noise levels down to where the driver can concentrate properly.
- Care of College Vehicles
 - Vans must be treated as College property (see above). Any problems arising with a vehicle must be reported to the Facilities Manager upon return to the College (burnt out lights, gauges not working, etc.).
- Only individuals who have been approved by the Facilities Manager are permitted to drive a College vehicle, otherwise insurance is invalid.
- Personal use of College vehicles is not permitted.
- Questions regarding College vehicles should be addressed to the Facilities Manager.

CAMPUS SECURITY

Doors to most campus buildings will be locked at 10:30 PM Sunday through Thursday and at midnight on Friday and Saturday.

During College breaks, all buildings will be closed at 2:30 PM on the day the break begins and will reopen at noon on the day the break ends. Unauthorized entry into a building, locked or unlocked, is an indictable offense and will result in a \$50 fine, reimbursement for damage or loss, and/or temporary suspension from College.

VEHICLES ON CAMPUS

- You are advised to have the proper insurance coverage on your vehicle.
- Please park only in the designated areas. The areas directly in front of dorm entrances are fire and loading zones. Owners of vehicles parked illegally may be subject to a minimum fine of \$10.
- It is wise to keep your vehicle locked when it is not in use.
- Be sure that anyone borrowing your vehicle has a valid driver's license. Canadians may legally drive an American-owned car as long as the owner is a passenger in the car, but it is illegal for an American to drive a Canadian-owned car unless the American holds an International Driver's License.
- You are expected to drive with courtesy at all times, yielding to pedestrians, and maintaining a speed below 25 km/hour (15 miles/hour) within Pambrun. Careless driving or speeding is not only dangerous but is also a poor testimony.
- Avoid requesting the use of someone else's car unless absolutely necessary. It is legitimate for car owners to charge \$25 for a trip to Swift Current and \$5 for a trip to one of the neighbouring towns.
- Motorbikes are considered the same as motor vehicles. They are to be parked in the assigned parking lots and driven only on the roads.
- Dirt bikes and snowmobiles are not to be driven around the College or in the community. Students are encouraged to keep them off campus and use them off campus.

FOOD SERVICES

Food that is prepared for meals is to be consumed in the dining hall only. Please do not take cookies, fruit, etc. with you for later. If someone is sick and needs a meal brought to them in the dorm, you can make arrangements with one of the kitchen staff to get disposable dishes for that purpose. Dishes, silverware, glasses, mugs, etc. are not to be removed from the kitchen or dining hall unless you have received permission.

When we have guests joining us for meals, please take the opportunity to practice hospitality and help our guests feel welcome.

It is important that you remember to sign out for meals when you are going to be away. Sign out as soon as you know of your absence at a meal with a minimum time of signing out being the meal before you will be away (e.g. gone for supper, sign out by lunch at the latest). This shows appreciation and respect for the work and ministry of the kitchen staff as they prepare meals for you every day. An exception to signing out may be if you are on a team (e.g. sports, drama, music or Field Education) that will be gone for a planned event or weekend. Check with the staff member or group leader who is organizing the trip and find out if you need to sign out or if he or she will be doing so for the group. If you are planning an event that will take more than a few students away for a meal, please inform the Food Services Manager as soon as you begin planning. This includes, but is not limited to, events such as class parties and hall parties.

Students are encouraged to go home or to a friend's house for Thanksgiving and Easter weekends.

Permission for the use of the kitchen and dining hall facilities must be secured from the Food Services Manager well in advance of an event. In general, the kitchen is off-limits for everyone other than the food service workers. The kitchen will be locked daily after supper. Any entry into the kitchen after it is locked is an act of break and entry and will be addressed very seriously.

HEALTH CARE OPTIONS, HOURS, AND SERVICES

Updated August 26, 2019

VANGUARD HEALTHCARE CENTRE

Tuesday: Receptionist is available to book appointments.

Wednesday: Laboratory services and Nurse Practitioner* services.

Thursday: Nurse Practitioner* services in the morning only. Doctor services in the afternoon only.

The clinic is closed on Mondays and Fridays.

Book appointments with the Nurse Practitioner* or the Doctor in advance.

Always call before coming to confirm that the schedule has not changed.

Phone: 306-582-2044

**Hours of Operation: Tuesday and Wednesday: 8am-4pm
Thursday: 8:30am-4:30 pm**

SWIFT CURRENT WALK-IN CLINIC HOURS

Monday - Friday: 9:00am-noon,
5:00pm-8:00pm

Saturday-Sunday: noon-4:00pm

Phone: 306-773-9100

**North Side Medical Clinic
915 Central Ave North**

PONTEIX HEALTH CENTRE

Hours of Operation: 8am-4pm, Monday-Friday

During these hours, there is always a Registered Nurse available in addition to the services listed.

Monday: Nurse Practitioner* services all day. Laboratory and X-ray services 8:00am-4:00pm.

Tuesday: Nurse Practitioner* services all day. Doctor services all day.

Wednesday: Doctor services all day.

Thursday: Nurse Practitioner* services all day. Laboratory and X-ray services 8am-4:00pm.

Friday: Sometimes Nurse Practitioner* services. Laboratory and X-ray services 8:00am-4:00pm.

Book appointments with the Nurse Practitioner or the Doctor in advance.
Always call before coming in to confirm that the schedule has not been changed.

Phone: 306-625-3382

A Nurse Practitioner can administer medications, provide treatment and diagnose conditions and diseases.

Healthline is another option if you are unsure of what to do in a non-emergency situation.

Call 811 for advice from a medical professional **24 hours a day, 7 days a week.**

GENDER AND SEXUALITY POLICY

Millar College of the Bible is a Christian educational community, committed to the full inspiration of God's word as written by the original human authors. We primarily serve the evangelical Christian community in Western Canada.

We believe the Bible is inerrant and foundational as our final authority in matters of doctrine and lifestyle. Consistent with our vision of developing passionate, relevant servants of Jesus Christ, it is our goal that our students are shaped by the entire Scriptures. Therefore, one of the desired outcomes of our educational program is that each student develops a Christ-like character consistent with our understanding of the Bible and its teachings. Without a commitment to developing Christ-like character, our community members cannot achieve competence in Christian ministry or meaningfully impact the world with the gospel of Jesus Christ.

With regard to human sexuality, the Scriptures teach that all people have immeasurable value, not because of their gender or any other personal characteristic, but because they are created in the image of God. Every person is entitled to be treated with dignity and respect in all circumstances.

We believe gender is given by God at the time of conception. To allow the Scriptures to shape us in the area of understanding and living out healthy sexuality is, in part, to pursue being the males and females God created us to be physically at the time of conception.

Based on these shared religious beliefs and understandings, members of the college community will choose to refrain from any sexual expression that falls outside of the lifelong marriage covenant between one man and one woman. The Scriptures teach us that sexuality expressed in any other way is called immorality. This includes but is not limited to: sexual obsession, fornication, polygamy, adultery, sexual relationships between people of the same gender, sexual relationships between close relatives, sexual relationships between an adult and a minor, and the use of pornography.

We expect students and others within the Millar College of the Bible community to commit to developing a thoroughly Christian lifestyle, character, and mindset, consistent with biblical teaching.

We understand from Scripture that every human being is born with a corrupt nature. There is a difference between a believer who seeks to obey God but struggles with temptations, and someone who deliberately chooses to live in ongoing unrepentance. In light of this, individuals will be held accountable to the Millar College of the Bible community.

Millar College of the Bible will not support any effort to use Scripture, this statement, or school resources to mistreat or harass people of other religions, ideologies and/or sexual orientations, all of whom are loved by God, for whom Christ died, and for whom the gospel is also intended.

COLLEGE LIFESTYLE AGREEMENT

I, _____, have read the Student Life section (pp. 15–28) in its entirety. I agree that, in a social and academic community such as Millar, certain guidelines are a necessary part of community living. I agree to follow the policies and guidelines detailed in the entire Student Handbook and I accept the help and discipline provided by the College for that purpose. If at any time I deliberately choose not to abide by these regulations, I agree to withdraw from the College. I understand that these policies and guidelines are in effect from the time of my arrival until my last day on campus, including spring tours. During the months between school years, we ask that you submit to the authority of your local church.

I also give consent to the Millar College of the Bible Student Life Department and its representatives to discuss my personal information (disciplinary issues, self-care concerns) with the Millar team (e.g. Deans, interns, student leaders, etc.) as appropriate. I accept that the Student Life Committee will strive to act in accordance with what they deem necessary for the spiritual, moral, mental, and physical health of each individual as well as for the student body as a whole.

Due to Privacy concerns, information on students over the age of 18 will not be shared without permission with those outside of the Millar team. However, we reserve the right to disclose information where required or allowed by law.

Signature: _____

Date: _____

Student's Copy

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