

REGISTRATION+ ORIENTATION GUIDE

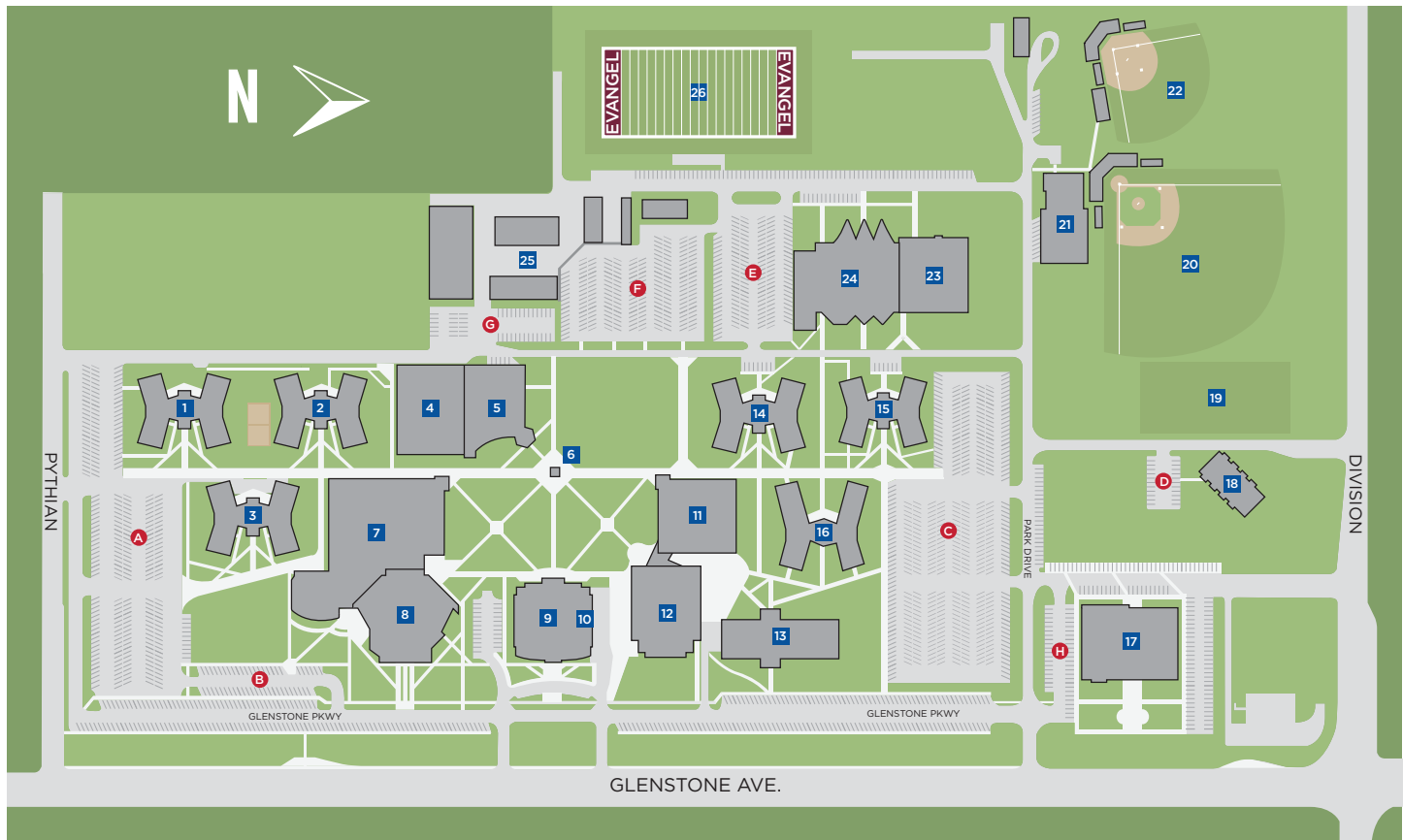


EVANGEL
UNIVERSITY

YOUR CALLING. OUR PASSION.

FALL 2021

CAMPUS MAP



- | | |
|----|---|
| 1 | SPENCE HALL |
| 2 | WALTHER HALL |
| 3 | SCOTT HALL |
| 4 | CRUSADER HALL CAFETERIA |
| 5 | JOUST-STUDENT UNION/THE BARRACKS COFFEE |
| 6 | CLOCK TOWER |
| 7 | BARNETT FINE ARTS BUILDING |
| 8 | SPENCE CHAPEL |
| 9 | RIGGS ADMINISTRATION BUILDING |
| 10 | SECURITY |
| 11 | TRASK HALL |
| 12 | ZIMMERMAN HALL |
| 13 | KLAUDE KENDRICK LIBRARY |
| 14 | KRAUSE HALL |
| 15 | BURGESS HALL |
| 16 | LEWIS HALL |
| 17 | AGTS |
| 18 | PERKIN APARTMENTS |

- | | |
|----|------------------------------|
| 19 | INTRAMURAL FIELD |
| 20 | BASEBALL FIELD |
| 21 | BASEBALL FIELDHOUSE |
| 22 | SOFTBALL FIELD |
| 23 | MABEE STUDENT FITNESS CENTER |
| 24 | ASHCROFT CENTER |
| 25 | PHYSICAL PLANT |
| 26 | CORYELL FIELD |

PARKING LOTS

- | | |
|---|----------------|
| A | SOUTH STUDENT |
| B | SOUTH GENERAL |
| C | NORTH STUDENT |
| D | PERKIN |
| E | WEST STUDENT |
| F | WEST GENERAL |
| G | PHYSICAL PLANT |
| H | AGTS |

TABLE OF CONTENTS

NEW STUDENT LAUNCH SCHEDULE.....	2-3
FALL 2021 SEMESTER CALENDAR	4
SPRING 2022 SEMESTER CALENDAR	4
SUMMER 2022 SEMESTER CALENDAR	4
REGISTRATION PROCESS	5
REGISTRATION CHECKLIST	6
DINING INFORMATION	7-8
WHAT TO BRING	9
GENERAL INFORMATION	10-12
EU OFFICES.....	13



YOUR CALLING. OUR PASSION.

NEW STUDENT AND FAMILY LAUNCH SCHEDULE



EU Launch is Evangel's new student welcome and orientation week. The goal is to prepare incoming freshmen and transfer students for life-changing experiences by connecting them with faculty, staff, and other students.

Parents and families are welcome and encouraged to attend EU Launch, and special events are scheduled for them Friday through Sunday afternoon. For a complete list of all EU Launch events and additional details, download the CORQ app at corqapp.com.



All meals during EU Launch are complimentary to new students whether they have a meal plan or not.

FRIDAY AUGUST 20, 2021

8 a.m. – 4:30 p.m. Information Station

We are here to answer your questions about Launch, the campus or the Springfield area.
(Student Union, 1st floor lobby)

8 a.m. – 4:30 p.m. EU Services Open

(This is your opportunity to take care of loose ends.)
Admissions/Financial Aid, Riggs Hall
Barracks Coffee Shop, Student Union, 1st Floor
Bookstore, Student Union, 1st Floor
Cashier, Riggs Hall, (8:30 a.m. – 3:30 p.m.)
Health Center, Student Union, 1st Floor
Public Safety, Riggs Hall, (Student ID & Vehicle Registration)

8 a.m. – 12 p.m.

New Resident Student Check-In/Move-In

(Residence Halls)

11 a.m. – 12 p.m. Campus Tours Available

(Leaving from Riggs Hall Atrium at 11 a.m.)

11 a.m. – 1 p.m. Lunch Available

(Crusader Dining Hall)

Complimentary for new students and family members

12 – 2:45 p.m.

New Commuter Student Check-In

(Riggs Hall Atrium)

1 – 2 p.m. Campus Tours Available

(Leaving from Riggs Hall Atrium at 1 p.m.)

1 – 2:45 p.m. Unpack and Errands

3 – 4 p.m. Launch Kick-Off Session

(Spence Chapel)

4 – 4:15 p.m.

Alumni Parents & their New Students' Photo

(Spence Chapel Platform)

4:30 – 6 p.m. Faculty Meet-n-Greet

Visit with professors from academic departments of choice
(TBD)

4:30 – 7 p.m. Dinner

(Crusader Dining Hall)

Complimentary for new students, family members, and faculty

7 – 8:30 p.m. Meet Your Launch Leader

Connect with a smaller group of new students led by current students
(Mabee Student Fitness Center)

7 – 8 p.m.

Parent Come & Go Dessert Reception

Meet the Cabinet and other parents of incoming students
(Riggs Atrium – Enter Through East Door)

8:30 – 9:15 p.m. Worship at Sunset

(Quad; Rain Location: Spence Chapel)

9:15 – 10 p.m. AGCU Custard on the Quad

(Quad; Rain Location: Dining Hall)



SATURDAY AUGUST 21, 2021

8 – 8:45 a.m. Breakfast

(Crusader Hall)

Complimentary for new students; \$6.75 each for family members

9 a.m. – 2 p.m. Community Engagement

Engage in community service with Convoy of Hope

(Meet in the Spence Chapel - Students will load buses with assigned Launch Group)

9 – 10 a.m.

Parent Open House w/Complimentary Coffee & Pastries

(Great Hall – Assemblies of God Theological Seminary)

10:15 a.m. – 11:45 p.m. Parent Experience Session

(Seymour Chapel – Assemblies of God Theological Seminary)

5 – 6 p.m. International and MK Student Mixer

(Joust West Conference Room, 2nd Floor Student Union)

Complimentary for new students & family members with a voucher

5 – 7 p.m. Dinner

(Crusader Dining Hall)

Complimentary for new students; \$9.50 each for family members

7 – 8:15 p.m. Improv Comedy: Slap Happy Comedy

(Spence Chapel)

SUNDAY AUGUST 22, 2021

8:30 – 9:30 a.m. Breakfast

(Crusader Dining Hall)

Complimentary for new students; \$6.75 each for family members

10:30 – 11:30 a.m. All-Evangel Worship Service

(Spence Chapel)

11:30 a.m. – 1:30 p.m. Goodbye Celebration BBQ

(Crusader Dining Hall)

Complimentary for new students and their family members

4:45 – 6 p.m. Dinner w/RAs & Commuter Council

(Crusader Dining Hall)

Complimentary for new students

6 – 7:15 p.m. New Student Residence Hall/Commuter Meetings

Residence Hall Meetings

(Individual Residence Halls)

Commuter Meeting

(Seymour Chapel - Assemblies of God Theological Seminary)

7:30 – 8:30 p.m. CROSSwalk Worship Service

(Spence Chapel)

8:45 – 10:15 p.m.

Playfair & Pizza: The Ultimate Ice Breaker

(Coryell Field; Rain Location: Mabey Center)

MONDAY AUGUST 23, 2021

8 – 9:15 a.m. Breakfast

(Crusader Dining Hall)

Complimentary for new students

9:30 – 10 a.m. Academic Success Session

(Spence Chapel)

10 a.m. – 12 p.m. Academic Meetings with Faculty Advisors

(Various times & venues)

11 a.m. – 1 p.m. Lunch

(Crusader Dining Hall)

Complimentary for new students

12 – 1 p.m. First Generation Student Luncheon

(Joust West Conference Room, 2nd floor Student Union)

1:10 – 3:30 p.m.

Campus Engagement Sessions/Tips & Tricks Tour

(Barnett Recital Hall/Meet with Launch Group)

3:30 – 4 p.m. Secondary Education Majors Meeting

(Task 101)

4:30 – 6:30 p.m. Dinner with your Launch Group

(Crusader Dining Hall)

Complimentary for new students

6:30 – 10 p.m. "Launch Out"

Check out Springfield with your Launch Group

(Various Venues)

TUESDAY AUGUST 24, 2021

7 – 10 a.m. Breakfast

(Crusader Dining Hall)

Complimentary for new students

10 – 11 a.m. New Student Chapel Service

(Spence Chapel)

11 a.m. – 1 p.m. Lunch

(Crusader Dining Hall)

Complimentary for new students

4:30 – 6:30 p.m. Luau on the Lawn & Dinner

(Quad)

Connect with new and returning students from your residence hall floor

Complimentary for new students

6:30 – 9 p.m. Free Time

9 – 10 p.m. igNIGHT Opening Ceremony

(Resident students meet outside your Residence Hall. Commuters,

Graduate/Prof. Studies meet by the volleyball court between Spence

Hall and Walther Hall)

TRADITIONAL UNDERGRADUATE ACADEMIC CALENDAR

FALL 2021 SEMESTER

First week in June		On-line Financial Registration Opens	Oct. 18-19	Mon.-Tues.	Fall Break
July 30	Friday	Registration Fee Waived Through	Oct. 22	Fri.	Mid-Term Grades Due
Aug. 18-19	Wed. – Thurs.	Faculty Seminar	Oct. 29	Fri.	Last Day to Withdraw (W)
Aug. 20-24	Fri.-Tues.	EU-LAUNCH	Oct. 22-23	Fri-Sat	Homecoming
Aug. 22	Sun.	Worship Service – Chapel (10:30 a.m.)	Oct. 25	Mon.	Spring Academic
Aug. 25	Wed.	Classes Begin	Nov. 12	Fri.	Pre-Registration Begins
Aug. 26	Thurs.	Convocation	Nov. 24-26	Wed.- Fri.	Last Day to WP/WF
Aug. 25- Sept. 3	Wed.- Fri.	100% Drop/Add	Nov. 29	Mon.	Thanksgiving Break
Sept. 6	Mon.	Labor Day - Holiday	First week in Dec.		Classes Resume
Sept. 7-10	Tues.-Fri.	Spiritual Emphasis Week	Dec. 3-4	Fri.-Sat.	Spring On-line Financial Registration Opens
Sept. 17	Fri.	Constitution Day Observed	Dec. 8	Wed.	Founders Scholarship Interviews
Sept. 24	Fri.	Spring 2022 Schedule Due from Academic Departments	Dec. 9-11	Thurs.-Sat.	Study Day
Sept. 24	Fri.	December Graduation Papers Due	Dec. 11	Sat.	Final Exams
Oct. 11-15	Mon. – Fri.	Mid-term Exams	Dec. 12	Sun.	Fall Semester Ends at 5 p.m.
			Dec. 15	Wed.	Residence Halls Close at Noon
					Grades Due

SPRING 2022 SEMESTER

Jan. 10	Mon.	Residence Halls Open at 9 a.m.	Mar. 14-18	Mon.-Fri.	Spring Break
Jan. 10-11	Mon.-Tues.	EU LAUNCH	Mar. 23	Wed.	Mid-Term Grades Due
Jan. 11	Tues.	Registration Fee Waived Through this Date	Mar. 25	Fri.	Last Day to Withdraw (W)
Jan. 12	Wed.	Classes Begin	April 15	Fri.	Good Friday Holiday
Jan. 12-21	Wed.-Fri.	100% Drop/Add	April 22	Fri.	Last Day to WP/WF
Jan. 17	Mon.	Martin Luther King Jr. Holiday	April 25-29	Mon.-Fri.	Financial Registration for Summer Session
Jan. 18-21	Tues.-Fri.	Spiritual Emphasis Week	May 2-4	Mon.-Wed.	Final Exams
Jan. 28-29	Fri.-Sat.	Founders Scholarship Interviews	May 4	Wed.	Adult & Graduate Studies
Jan. 28	Fri.	Fall 2022 Schedule Due from Academic Departments	May 5	Thurs.	Baccalaureate at EU & Reception
Feb. 19	Sat.	Virtual Founders Scholarship Interviews	May 5	Thurs.	AGTS Baccalaureate at Spence Chapel, 10:30 a.m.
Feb. 21	Mon.	Fall 2022 Online Pre-Registration Begins	May 6	Fri.	TUG Baccalaureate at Spence Chapel, 3 p.m.
Mar. 7-11	Mon.-Fri.	Mid-Term Exams	May 6	Fri.	Commencement at 9:30 a.m.
			May 7	Sat.	Spring Semester ends at 5 p.m.
			May 11	Wed.	Residence Halls Close at Noon
					Grades Due

SUMMER 2022 SEMESTER

April 25-29	Mon.-Fri.	Summer Financial Registration	June 17	Fri.	Final Exams, Summer Session (most courses)
May 16	Mon.	Registration Fee Waived Through this Date	July 4	Mon.	Independence Day Holiday
May 16	Mon.	Summer Classes Begin	July 14	Thurs.	Summer Semester Ends
May 30	Mon.	Memorial Day Holiday	July 19	Tues.	Grades Due



REGISTRATION PROCESS

STEP 1

Account Creation

Locate your account information

You received an email titled "Evangel University Network Account Creation." Included in that email are your username, student ID, student email, and temporary password. You will use this information to log in to your network accounts. Make sure you store this information in a safe place for you to reference when needed.

Set up your permanent password

For security reasons, your temporary password can only be used once. Your new password will be used for all of your Evangel logins (student portal, student email, etc.). Your new password must be at least 17 characters long and should contain a combination of uppercase letters, lowercase letters, and numbers. You will create your new password using your student email and the temporary password provided to you in the email you received about network account creation.

Check your email often

EU offices are required to use the EU email address to communicate with students. It is imperative that you set up your account and check your email often.

STEP 2

Admissions

Send us your final, official transcripts

Please send us your official high school and/or college transcripts. High school transcripts must include your final cumulative GPA, high school graduation date, and class rank. You can hand deliver the transcript in a sealed envelope, or have your high school or college mail or FAX the transcript directly to the Admissions Office at 417-575-5478.

STEP 3

Financial Aid

If you haven't already, and would like to apply for need-based federal and institutional aid, please file the Free Application for Federal Student Aid (FAFSA) at fafsa.ed.gov. Have your results sent to Evangel by entering school code 002463.

Accept and/or decline awards

You will receive a letter in the mail with your list of federal and institutional awards. Once you've reviewed them, you will need to log into your student portal, visit the My Financial Aid section, and select "Accept Awards" from the menu to accept and/or decline your awards.

Complete financial aid documents

Upon accepting and/or declining your awards, you will need to complete the required documentation. Go to the "Documents" page in the My Financial Aid section of your student portal to complete your documents.

Verification

When you are selected for verification, you will receive information via your student email. You can also find the verification forms under the "Documents" section on the My Financial Aid page. If you have any questions, please contact the Office of Financial Aid: finservices@evangel.edu or 417-865-2815 ext. 7300.

REGISTRATION CHECKLIST

Complete the registration checklist

The tasks listed below are required. To access your checklist:

- Log into your student portal
- Find the "Evangel Undergraduate" list
- Select "Registration Checklist"
- Select your entrance term

STEP 1

Pay your enrollment deposit

You can pay your \$200 enrollment deposit via your student portal, or you can call us at 417-865-2815 ext. 7308 to pay by phone.

Deposit refund cancellation deadline

The cancellation deadline for an enrollment deposit refund is May 1 for the fall semester and December 1 for the spring semester. Deposits received after May 1 for the fall semester and December 1 for the spring semester are non-refundable.

STEP 2

Items listed in STEP 2 can be completed in any order.

Complete your housing forms

Resident students

Complete the housing application online and select a preferred residence hall. The housing application can be found in your student portal.

Housing, per semester

- Double Room \$2,216
- Single Room \$3,325

Commuter students

Complete the off-campus housing questionnaire in your student portal. If you are under the age of 23, you must also submit the parental endorsement form, found on the student portal. Forms may be returned by fax, mail, email, or in person to the Housing Office as directed on the form.

Choose a meal plan

When selecting housing, you will also be prompted to select a meal plan from among three options. Commuter students may choose a block plan if desired. See page 7 for more information.

Complete the academic survey

Upon completion of the academic survey, you will be assigned an academic advisor in your designated program area and your schedule will be created. You will receive an email from your advisor when your schedule is complete so you may review it.

Complete your financial aid information

Accept and/or decline your financial aid awards. See page 5 for additional information.

Complete your personal information

Verify your EU records to ensure that we have the most up-to-date contact information.

Register your vehicle and reserve your student parking sticker

Every student receives a parking pass, which is included in your student fees. To obtain that pass, you will need to provide the Department of Public Safety with the following information about your vehicle:
Year / Make / Model / Color / License Plate

Complete your consent forms, add permission for information release to parent(s)/guardian(s) and sign the EU community covenant.

Complete your health information

Complete and submit the following:

1. Health history form: You may receive this form in the mail, or it can be downloaded from the health section of your registration checklist.
 - a. The form must be completed with your handwritten signature.
 - b. You may FAX your information directly to the Wellness Center at 417-575-5496
2. Immunization records: Acceptable documentation includes medical records, school records, official signed immunization cards or insurance receipts showing the required immunizations.
3. Online TB screening survey: This is also located in the health section of your registration checklist.

STEP 3

Complete bill and payment options

You will have the ability to view your bill and select a payment option. Payments are due at financial registration.

Before each semester begins, you will complete the registration steps online using the student portal.

DINING INFORMATION

Evangel Dining Options

Resident students have three meal plan options: 10 meals per week, 15 meals per week with 75 Bonus Bucks, or 20 meals per week with 100 Bonus Bucks for use in the Crusader Dining Hall and the Joust. Meal swipes may be used at The Barracks for pre-packaged grab-and-go meals, for example: entree salads, sandwiches, and wraps. Bonus Bucks can be used at The Barracks, excluding bottle beverage purchases. Please note, food service is not available during Thanksgiving, Christmas, and spring break.

Dining Services is happy to work with all students that require dietary restrictions. We will meet with you in person and sit down to put a plan together that meets your personal needs. Are you a vegetarian? We also offer several options to meet those needs as well. Contact Joey Roberts, dining director, at robertsj@evangel.edu, 417-865-2815 ext. 7252, or see her at the Crusader Dining Hall for a consultation. If food service is unable to accommodate a severe medical dietary need, a review panel may suggest other alternatives. In these rare cases, students may contact the housing director (in Riggs Hall, 302C) to apply for a partial or full meal plan exemption.



Meal Plans (For resident students, per semester)

- **10-Meal plan: \$1,920**
- **15-Meal plan: \$2,100** with 75 Bonus Bucks*
- **20-Meal plan: \$2,237** with 100 Bonus Bucks*

*Bonus Bucks may be used at the Joust, The Barracks coffee shop, or in the dining hall. Please note that Bonus Bucks expire at the end of each semester and may not be used for the purchase of bottle beverages at any location.

Students considering a 15-meal plan should note that the 20-meal plan is only \$133 more and includes free Bonus Bucks valued at \$100.

Block Plans (For commuter students)

- **45-block plan: \$412**
- **75-block plan: \$608**

Block plans expire at the end of the semester. However, a second block plan purchased in the fall semester will roll over for students returning in the spring semester.

Crusader Bucks

- **150 Crusader Bucks*** (\$172.50 value for \$150)
- **100 Crusader Bucks*** (\$110 value for \$100)
- **50 Crusader Bucks*** (\$55 value for \$50)

Crusader Bucks are discounted dollars loaded onto your student ID (prox) card. Crusader Bucks may be used at the Joust, The Barracks, or in the dining hall. If you purchase Crusader Bucks when you sign up for your meal plan, you have the advantage of getting spending dollars that are tax exempt. **Crusader Bucks expire at the end of each academic year.*

Crusader Dining Hall Schedule

BREAKFAST	M-F Sunday	7:15–8:45 A.M. 8:30–9:30 A.M.
CONTINENTAL BREAKFAST	M-F	8:45–10 A.M.
LUNCH	M-F Sunday	11 a.m.–1:30 P.M. 11:45 A.M.–1:30 P.M.
BRUNCH	Saturday	10:30 A.M.–12 P.M.
DINNER	M-F	4:30–6:30 P.M.
*DINNER	Sat. & Sun.	4:45–6 P.M.

Students may eat any of the meals offered each week until they have reached their limit. Meal plans expire on Sunday and the new count begins on Monday. You can also purchase meals using Crusader or Bonus Bucks or purchase food/snacks at the Joust and The Barracks.

DINING INFORMATION

Use of Meal Plans

All resident students must participate in an approved meal plan, except for student teachers and upper-class nursing students, who may be exempt. Inquire at the Housing Office for additional options. Students may change meal plans until *Friday, September 4, 2020* for the fall semester and *Friday, January 22, 2021* for the spring semester. After this deadline, you may not reduce your meal plan; however, you may increase your meal plan if you find that you need more meals. Students will be required to pay cash for any meal they wish to eat after their meal plan runs out for that week.

Eco To-Go Meal Option

Enroll in our Eco To-Go meal option for an \$8 annual fee. You will receive a reusable to-go container that may be filled with one meal at the dining hall or the Joust. When you're ready for your next to-go meal, simply return your used container (we'll take care of the washing!) for a clean container, or receive a wooden coin that may be redeemed for a clean to-go box at any time. Help us cut down on extra waste by utilizing this eco-friendly option! Enroll at the cashier's stand in the dining hall or the Joust.

What Is Meal Equivalency?

Meal equivalency is exchanging one of your all-you-care-to-eat meals in Crusader Dining Hall to an entree, side, and drink in the Joust. Equivalency hours for the Joust are Monday–Friday:

- Lunch hours: 10:30 A.M.–3:45 P.M.
- Dinner hours: 4–7:30 P.M.

Special Accommodations

We believe you should never have to worry about what you are going to eat. We offer bag lunches for students who need to take lunch with them and accommodations for students

with special dietary needs. If you are feeling ill and cannot or should not visit a dining location, we are happy to provide you with a “sick lunch” to go. Please contact the dining hall staff with specific questions concerning these accommodations.

Menu Inquiries

View daily menu options at evangel.edudine.com, check out the dining kiosk in Crusader Dining Hall, or pick up a copy of the EU Dining newsletter.

Earn Extra Spending Money

Dining services is a major employer of students on campus. Work schedules can be arranged around classes and allow for flexibility in hours. Whether you can work two or twenty hours per week, we have a job that fits your busy schedule. Applications may be filled out online at OnThePlateCareers.com. Please use your on-campus address when searching and applying for positions. You may also contact Dining Services or Career Services for openings.

Speak Up

We want your feedback and suggestions on ways we can improve your dining experience. You can make your voice heard by responding to our online surveys provided each semester, emailing our dining director, joining the Food Committee, or through comment cards.

Evangel University Dining Services Staff

Food Service Director: Joey Roberts
417-865-2815 ext. 7252 / robertsj@evangel.edu

Operations Manager: Kat Douglas ext. 7252

Office Manager: Bradley Jent ext. 7463

Executive Chef: Michael Bleil

Catering Manager: Gina Davis ext. 7428



WHAT TO BRING

Residence Halls:

Each residence hall has a microwave, ice machine, and free laundry facilities for student use.

Each room has the following:

- Carpeting
- Air-conditioning
- Sink and vanity
- Two twin beds

Mattresses are either standard or extra-long twin, with most male beds being extra long. Sheets purchased through the Residence Hall Linens Company ocm.com/evc will fit both standard and extra-long twin mattresses. Extra tall students (5'10" or taller) should notify the Housing Office to reserve an extra-long mattress.

- Two desks with chairs
- One four-drawer dresser
- Two closets (each closet is 46 inches by 21 inches and has two shelves)
- Standard window (opening is 34 inches by 44 inches)

Existing furnishings must remain in rooms and may not be removed.

A bathroom with a tub/shower and a toilet connects the two rooms in each suite.

View a residence hall room layout at evangel.edu/roomlayout

Checklist: What to Bring

Necessities:

- ☐ Mattress cover, any type (REQUIRED)
- ☐ Sheets that fit both standard and XL mattresses
- ☐ Pillowcases
- ☐ Blankets
- ☐ Bedspread
- ☐ Clothes hangers
- ☐ Towels
- ☐ Cleaning supplies
- ☐ Laundry detergent
- ☐ Wastebasket
- ☐ Personal hygiene items
- ☐ Plastic storage containers
- ☐ Laptop/PC

Electrical items (OPTIONAL):

- ☐ Hair dryer
- ☐ Curling iron
- ☐ Razor
- ☐ Coffee pot
- ☐ Popcorn popper
- ☐ Clock
- ☐ Lamp
- ☐ Radio/stereo
- ☐ Fan
- ☐ Headphones
- ☐ Small microwave*
- ☐ TV, DVD player
- ☐ Hot pot (no open or exposed heating element)
- ☐ Refrigerator (smallest size only—approximately 3-4 cubic ft)

*Please coordinate with your roommate as there is only room for one microwave or refrigerator in each room.

Note: All appliances must use a power strip with an electrical breaker switch.

Miscellaneous:

- ☐ Pictures, posters, etc. (hang with command strips because nails are not allowed)
- ☐ Air fresheners, potpourri, etc. (no open flames of any kind)
- ☐ Small sofas, couches or chairs
- ☐ Small aquarium fish (no other pets permitted)

What Not to Bring

- Candles/incense
- Hot plates, toasters, fryers or any cooking device with high heat settings or exposed heating coils other than those listed above
- Wax warmers



GENERAL INFORMATION

Academic Support

The university has two centers to assist students. The staff at the Center for Student Success can help with study strategies, tutoring, academic accommodations, career services, and/or time management. Additionally, staff at The Write Place can help students hone their writing skills from brainstorming ideas to final project details.

Crusader Bookstore

Get the best deal when you buy or rent new, used, or digital textbooks for your courses with our Best Price Promise program, which allows you to compare and price match necessary textbooks. More details are available through the bookstore.

The bookstore is located on the first floor of the Cantrell Student Union and is open Monday – Thursday 4:30 p.m. and Friday 9 a.m. – 3 p.m. weekdays. You can also order online at evangel.edu/student-resources/campus-bookstore.

Break Period Housing

Students needing accommodations during winter break should respond to the email announcement in the fall. A fee of \$250 is required, payable in advance. Students may remain on campus during fall and spring breaks. Meal service is provided during fall break, but not during winter or spring break. However, there are several dining options nearby, including Taco Bell, Schlotzskys, Panda Express, and Rib Crib. Students needing accommodations during summer break should contact Conference Services at 417-865-2815 ext. 7981.

Campus Employment

Evangel University Career Services, located in the Center for Student Success, offers a variety of resources to assist with the job search and career development process. Resources include: career-related workshops, individual career counseling and job search assistance, career and strengths assessments, career-related workshops, on-campus recruitment and career fair opportunities, cover letter and resume writing assistance, graduate school exploration, online tools, and more.

Campus jobs are competitive and many students secure the same position for all four years of attendance. Students can view work study and other on-campus positions, as well as off-campus jobs and volunteer opportunities at joinhandshake.com.

The Federal Work-Study (FWS) program is a student employment program through which the federal government subsidizes earnings for hours worked in campus employment positions. It is a need-based program, meaning students must demonstrate financial need on their FAFSA in order to work and earn FWS dollars that will assist in educational and

living expenses while attending school. It is not an automatic financial award, but rather an opportunity to earn the award by taking the initiative to find a job on-campus and earn wages. Due to funding restrictions, FWS positions may not be available to all eligible students.

Students interested in directly depositing their paycheck into their student account may opt for voluntary payroll deduction (contact the Human Resources Office for additional information). This form needs to be completed and signed each academic year.

Campus Tours

The Admissions Office will provide campus tours during move in and orientation week.

Clubs and Organizations

CROSSwalk Student Ministries and the Evangel Student Government Association (Activities Board, Class Councils & Senate) are student-led organizations that are open to the campus student body. Students also have a variety of departmental clubs, interest groups, and honor societies to choose from. Options include Art Group, Psychology Club, ENACTUS, student media, and musical ensembles. A complete list can be found at evangel.edu/clubs-and-organizations.

Disability Services

The Center for Student Success assists students with documented disabilities (under federal law, section 504 of the 1973 Rehabilitation Act, 1990 Americans with Disabilities Act) and provides reasonable academic accommodations.

For special accommodations related to academic life, contact Disability Services Director Stephen Houseknecht at 417-865-2815 ext. 8271 or houseknechts@evangel.edu.

For special housing accommodations and information about service or assistance animals, refer to the Evangel website at evangel.edu/assistance-or-service-animals-policy/ or contact the Housing Office at 417-865-2815 ext. 7335 or poulsonJonesd@evangel.edu.

Health Services

Students who become ill or injured may be treated in the Health Services Department, located in the student union suite 106. Enrolled students who have paid the general student fee may schedule appointments with our certified family nurse practitioner. The nurse practitioner can diagnose and treat most common, non-emergency health conditions that students experience during their college years. Students may be seen for an unlimited number of appointments without office visit charges or copays. Nominal fees are charged for immunizations, laboratory tests, medications, and some procedures. Office hours are 8 a.m.–4 p.m. weekdays. Call 417-865-2815 ext. 7280 to schedule appointments.

GENERAL INFORMATION



Information Technology

The IT Helpdesk provides support for students concerning Evangel email access, Microsoft Office, minor hardware services, and advice for computer-related questions.

Free Microsoft Office

As a student, you have access to a free copy of Microsoft Office 365 that can be installed on your personal computer. This provides Microsoft Word, PowerPoint, Excel, and 1TB of OneDrive storage, amongst many other software options. To activate your account, visit the following link and log in using your Evangel email: <http://bit.ly/EvangelOffice365>

Other software may be available to you based on your specific degree program. Please contact your academic department for additional information.

Computer Labs & Internet Access

If you need a computer or printer to get your classwork done, computer labs are available around campus for all students. Each residence hall has a computer lab located on the second floor lobby that is open 24/7.

WiFi internet access is available in all residence hall rooms and in all buildings on campus. There is also a wired network port in each residential dorm and Perkin apartment with a separate wired port for gaming systems. No router is needed.

Ministry Opportunities

Crosswalk Student Ministries

Crosswalk is the student ministry organization of Evangel, which seeks to support students by cultivating a spiritually transformative community on campus. Crosswalk offers opportunities for holistic discipleship on and off-campus so students can enhance their relationships with God, deepen their relationships with others, and engage in hands-on ministry. During EU Launch, and in the first few weeks of school, you will have an opportunity to meet Crosswalk leaders and learn about the many ministries and activities available to you.

On campus

- **Residence halls:** Attend weekly devos on your floor and monthly chapels with all the residents of your hall.
- **Commuters:** Participate in small groups with other commuter students and worship together in monthly chapels led by and for other commuters.
- **Diversity & inclusion:** For the Culture and The Hope Project are campus teams that focus on cultural diversity and mental health awareness through a Kingdom lens.

Community Engagement

- **Outreach:** Partner with various organizations to serve the Springfield community and beyond.
- **Mission trips:** Minister cross-culturally with Global Connections on one of our short-term missions trips around the world.
- **Impact teams:** Performance ministry teams travel in the U.S. ministering through preaching, worship, and creative arts.

Money

Students can cash checks at the cashier's window in Riggs Hall (\$200 daily limit). There is also an ATM located in the student union, sponsored by the Assemblies of God Credit Union. For your convenience, AGCU will be on campus during EU Launch for students who would like to open a local account. A Central Bank ATM is also located in the west lobby of the Riggs Administration Building.

Postal Services

Students may have personal mail and packages sent to Evangel. Please make sure the address includes student's full name (first and last name), dorm, and room number (Burgess 102, Krause 221) to prevent delays. Students will be notified via email and text when packages are ready for pickup at the Mail & Print Center (MPC). Regular mail will be delivered to student's assigned mailbox in their dorm. Mail will be forwarded to commuters at the home address on file.

Students may also send mail and packages using USPS or FedEx from the MPC. Mailing supplies, including envelopes, stamps, and packaging material are available for purchase. Open hours are M-F 9 A.M. – 4:30 P.M. For questions, email print@evangel.edu or call 417-865-2815 ext. 7239. Joey Nunez, Mail and Printer Manager, and his team are ready to provide assistance.

GENERAL INFORMATION

Student ID Card and Parking Permit

Once you have completed financial registration, visit the Department of Public Safety to get your Crusader Card (also known as a prox card) and parking permit. Keep your Crusader Card with you at all times as you will need to scan it to enter your residence hall or the Mabee Fitness Center, eat in the cafeteria, check out library books, record chapel attendance, and enter some campus buildings after 5 P.M.

To get your ID card made and/or your car registered, bring your driver's license (or state ID, passport, military ID), along with a financial registration receipt (if you completed registration within the last 24 hours) to the Department of Public Safety (open 24/7) in the Riggs Administration Building, room 208. For a parking permit, you will also need your vehicle's license plate number. A parking permit must be properly displayed on all motor vehicles, motorcycles, and bicycles.

Tuition Refund Policy

Students who withdraw from Evangel may receive a partial refund of tuition and room and board. See the catalog for details.



EVANGEL UNIVERSITY OFFICES

Campus offices are open Monday–Friday, 8 a.m. to 4:30 p.m. *Public safety is open 24/7.*

BURSAR/STUDENT BILLING

Riggs Hall, Suite 204
417-865-2815 ext. 7700

CENTER FOR COMPASSION

Trask Hall, Suite 208-209
centerforcompassion@evangel.edu
417-865-2815 ext. 8210

CENTER FOR STUDENT SUCCESS (Career services, disability services, student retention)

Zimmerman Hall, Room 208
studentsuccess@evangel.edu
417-865-2815 ext. 8215

COMMUNITY/RESIDENCE LIFE

Cantrell Student Union, Room 203A
communitylife@evangel.edu
417-865-2815 ext. 7317

CONFERENCES AND EVENTS

Riggs Hall, Suite 304B
417-865-2815 ext. 7981

COUNSELING SERVICES

Cantrell Student Union, Suite 106
417-865-2815 ext. 7222

CRUSADER BOOKSTORE

Cantrell Student Union, First Floor
bookstore@evangel.edu
417-865-2815 ext. 7343

DINING SERVICES

Crusader Hall
robertsj@evangel.edu
417-865-2815 ext. 7252

FACILITIES/SCHOOL DUDE

417-865-2815 ext. 7236
After hours, 417-865-2815 ext. 7000

HEALTH SERVICES

Cantrell Student Union, Suite 106
417-865-2815 ext. 7280

IT HELPDESK

Riggs Hall, Suite 102
helpdesk@evangel.edu
417-865-2815 ext. HELP(4357)

HOUSING

Riggs Hall, Suite 302C
smallwoodp@evangel.edu
417-865-2815 ext. 7335

MAIL AND PRINT CENTER

Riggs Hall, Suite 201
print@evangel.edu
417-865-2815 ext. 7240 or ext. 7239

OFFICE OF FINANCIAL AID

Riggs Hall, Suite 202
finservices@evangel.edu
417-865-2815 ext. 7300

PUBLIC SAFETY

Riggs Hall, Room 208
publicsafety@evangel.edu
417-575-8911

RECORDS AND REGISTRATION

Riggs Hall, Suite 104
417-865-2815 ext. 7460

SPIRITUAL LIFE

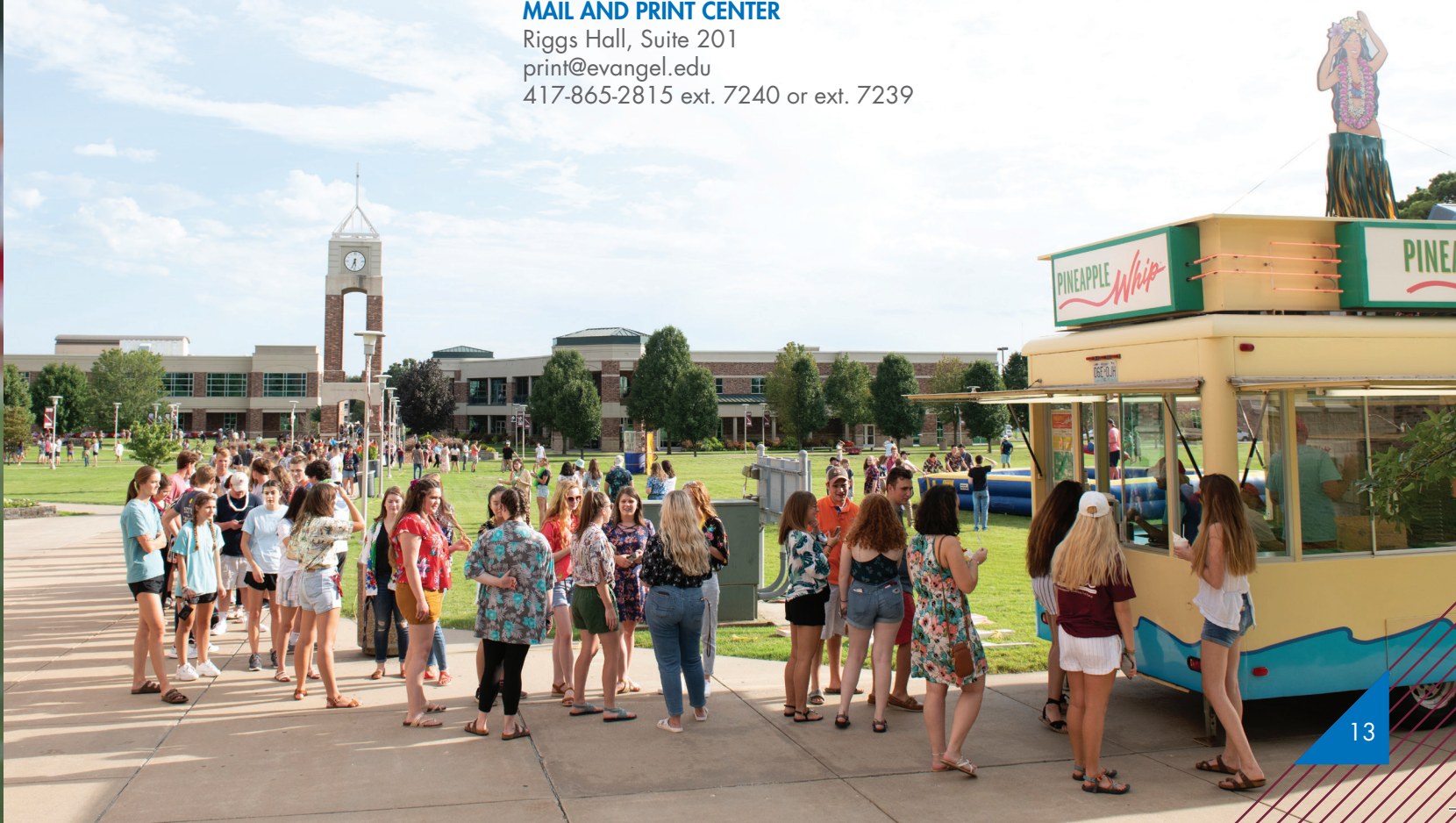
Chapel, North Side
417-865-2815 ext. 7396

STUDENT ACTIVITIES

Cantrell Student Union, Suite 204G
rowdenc@evangel.edu
417-865-2815 ext. 7318

UNDERGRADUATE ADMISSIONS

Riggs Hall, Suite 203
admissions@evangel.edu
417-865-2815 ext. 7300



MEMBERSHIP CHANGES THE WORLD

When you bank with us, you help support church and ministry, educational programs, and humanitarian efforts locally and worldwide. Become a part of our family and learn more about our purpose.

Key Features

- Mobile app with direct deposit
- Full-service online banking
- ATM on campus
- Two local Springfield branches
- Access to your money at nearly 30,000 surcharge-free ATMs in the United States and Canada
- Make deposits to your account at over 9,000 deposit-taking ATMs
- Access your account at over 5,000 participating credit union Shared Branches nationwide

agcu.org
866-508-2428

Branch locations:
1535 N. Campbell Ave.
1776 E. Independence

