

Whitman College

Parent Handbook 2016-2017

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Letter to Parents

We in the Dean of Students Office would like to welcome you to Whitman College. We look forward to acquainting you with our campus and the people who make this an exceptional living and learning community. This is an exciting and challenging time for both new students and their parents. Your student has received a lot of information from us over the summer and will continue to receive information over the first few weeks of the semester to ensure their smooth transition to college life at Whitman. This booklet is designed especially for you as you assume the role of a Whitman parent. It contains information about the academic requirements, the residential life of the campus, and contact information in case you have a question or concern.

As is written in the College mission statement, “Whitman offers an ideal setting for rigorous learning and scholarship and encourages creativity, character, and responsibility.” Students will be challenged inside and outside of the classroom to expand their knowledge and explore new ideas. In this booklet you will learn about the myriad of programs and activities available for students to discover their passions and talents, and to connect the academic curriculum to experiential and transformative learning opportunities. What sets Whitman apart from other places of learning is the mentoring, support, and encouragement students will receive to match their demanding aspirations.

We commend you for the significant role you played in making it possible for your student to attend Whitman College. You will continue to be an important source of support for them in the next four years, and we hope that we can work together to make this a rewarding experience.

Sincerely,

Chuck Cleveland, Vice President for Student Affairs/Dean of Students

Julia Dunn, Associate Dean of Students

Bridget Jacobson, Executive Assistant to the Dean of Students

Dorothy Collins, Administrative Assistant

Rebecca Frost, Director of Student Success and Disability Support Services

Antonia Keithahn, ARC Program Coordinator

Whitman's Guiding Principles

Diversity Statement

“Diversity is fundamentally important to the character and mission of Whitman College. Diversity enriches our community and enhances intellectual and personal growth. We seek to provide a challenging liberal arts experience for our students that prepares them for citizenship in the global community. By sustaining a diverse community, we strive to ensure that all individuals are valued and respected and that intellectual and personal growth are enriched because of our differences.”

**Statement Endorsed November 4, 2005
The Trustees of Whitman College**

Nondiscrimination

Whitman College has a strong commitment to the principle of nondiscrimination. In its admission and employment practices, administration of educational policies, scholarship and loan programs, and athletic and other school-administered programs, Whitman College does not discriminate on the basis of race, color, sex, gender, religion, age, marital status, national origin, disability, veteran's status, sexual orientation, gender identity, or any other basis prohibited by applicable federal, state, or local laws.

Environment

Recognizing the impact Whitman College has on the environment and the leadership role Whitman College plays as an institution of higher learning, the College affirms the following environmental principles and standards, which shall be consulted to explore the practical ways Whitman College can promote an environmentally conscious campus.

- To reduce the amount of nonrecyclable materials, to reuse materials when possible, and utilize recycled materials.
- To consider the eco-friendliest science and technology available to decrease our environmental impact.
- To continue to build an energy-efficient campus in the 21st century.
- To patronize companies active in their defense of the environment from further degradation.
- To encourage individuals' environmental accountability through programs of environmental education.
- To consider environmentally friendly options, when practical, in decisions regarding developmental projects.

- To further the use of reused materials, recyclable materials, and the Internet for campus communications.
- To encourage and request food service to make environmentally friendly decisions in purchasing food and supplies, reducing waste, and reusing materials.
- To maintain campus grounds through the employment of bio-friendly substances and services.
- To strive to improve upon current practices so we may harmonize the trends of the industrial world with the natural environment.

Student Affairs

The primary components of the philosophy of Student Affairs include providing excellent services for students, encouraging community development, involving students in life beyond the classroom, and providing leadership opportunities, all in an environment characterized by challenge and support.

Academic Resource Center

The Academic Resource Center (ARC), home to 1-1 academic coaching, the Student Academic Adviser (SA) program, peer tutoring, study skills workshops, pre-major advising, and disability support services, is the place to go to for academic support. At the ARC, students can pick up planners to help them schedule their semester, lay out major requirements, and create a tentative four-year plan. The ARC staff also can provide personalized guidance in study skills, schedule planning, goal definition, concentration, motivation, and test preparation.

The Academic Resource Center offers an **Academic Majors Fair** which is an interactive fair that allows students to meet seniors from each academic department to learn more about the major. During the Fair, ARC staff introduce students to academic majors, internships, community service opportunities, and off-campus studies.

Bookstore

As your Whitman resource for textbooks, the Whitman College Bookstore welcomes you and your student to campus. The Bookstore carries the textbooks required for Whitman classes, as well as school supplies, art supplies, electronic accessories, incidentals, and Whitman clothing and gifts. Please ask us about our WhitCoin Loyalty Program.

Typically, the first contact a student has with the Bookstore is during the first days of the semester when they shop for textbooks and supplies. Students can pay with cash, check, bankcard, or they can charge purchases to their Whitman

ID card. Students may use this charge privilege throughout the year to purchase anything in the store. These charges appear on the College Business Office's itemized statement at the end of the month.

If you have any questions or concerns, do not hesitate to contact the Bookstore at: bookstore@whitman.edu.

Intercultural Center

The Intercultural Center seeks to foster intercultural awareness, inclusiveness, and respect. We are committed to the enhancement of a positive Whitman experience for students, staff, and faculty, especially those from underrepresented communities, and to strengthen partnerships with academic and administrative offices as well as organizations in the larger Walla Walla community. We facilitate and encourage ongoing dialogue regarding issues of diversity in order to move toward a more inclusive campus climate.

The Intercultural Center team provides mentoring and co-curricular, social support for students from underrepresented, international, and multinational backgrounds. The Center also plays a key role in bringing diverse perspectives and experiences to campus by sponsoring various speakers and events. A collection of books, films, and information about internship and scholarship opportunities related to diversity and multicultural issues are available at the Center.

The Center provides assistance and resources to student organizations focused on culture and identity. Among the most active clubs on campus, they provide leadership opportunities for students and promote diversity, inclusion, and multiculturalism by sponsoring discussion panels, musical events, lectures, dances, festivals, and more. Currently, there are 15 active organizations: American Indian Association; Atheists, Humanists and Agnostics; Beyond Borders Club; Black Student Union; China at Whitman; Club Latino; Feminists Advocating Change and Empowerment; First Generation Working Class; Hillel-Shalom; Lesbian, Gay, Bisexual, Transgender and Questioning (LGBTQ); Hapa and Mixed Race Club; Namasté Meditation Club; South Asian Student Association; Wakilisha Africa Club; Whitman Christian Fellowship.

The Center also manages and maintains the Glover Alston Center for the entire campus community.

Glover Alston Center

The Glover Alston Center is a resource to facilitate Whitman's commitment to sustaining a diverse community. By providing a safe space for meaningful conversation and interaction, the Glover Alston Center welcomes and supports differences, collaborates with academic departments, encourages input from divergent perspectives, enhances intercultural and international awareness, and models respect for all in the Whitman community. The Glover Alston Center achieves this by serving as:

- A unique place for programs to develop education, understanding, and community involvement.
- A safe place where conversations about diversity, difference, multiculturalism, and social justice occur.
- A social and academic space for collaboration between members of the Whitman community.
- A meeting place and home for campus organizations and clubs.
- An open space for meditation, reflection, and spiritual and religious practices.

With this facility, the Whitman community hopes to foster meaningful exchanges between individuals and groups for the greater understanding and mutual respect of one another by encouraging engagement, leadership development, and learning.

All members of the Whitman community are invited and encouraged to use this nonresidential space.

Student Engagement Center

The Student Engagement Center (SEC) encourages students to take advantage of the vast array of experiences available outside of the classroom. These experiences will enrich students' academic programs as well as help them refine their interests and develop their passions for a more meaningful learning experience at Whitman. The Student Engagement Center fosters personal and intellectual development by promoting student engagement in academics, in community service, internships, campus and summer employment, leadership opportunities, and career exploration. The Student Engagement Center's staff collaborates with offices and academic departments throughout the Whitman community to help students assess their skills, interests, and abilities to promote involvement in activities that will advance them toward their future goals.

Student Engagement Center programs include:

- **Internships** – Internships can add to a student's college experience by allowing them to practice professional skills and obtain a deeper understanding of the world of work. Students are encouraged to apply for one of the many internships listed on the SEC website or to develop an experience that best suits their interests.
- **Student-Led Community Service Programs** – Student interns coordinate seven service programs: Whitman Mentor Program, Adopt-A-Grandparent, Whitman Teaches the Movement, Green Park Bilingual Tutoring Program, Story Time Project, Alternative Spring Break and Summer Community Outreach Excursion (SCORE) Trips Programs.

- **Community Service Consultations** – The SEC’s staff connects individuals and groups with volunteer opportunities and supports Greek philanthropy and the Community Service House.
- **America Reads/Counts** – The Student Engagement Center employs work-study eligible Whitman students each year to tutor in the Walla Walla schools. This program provides Whitman College students the opportunity to give back to their community, gain work experience, and earn money.
- **Alumni Networking** – The SEC provides networking opportunities for students and alumni to communicate about careers, internships, and jobs. Whitman Connect is a database of about 1,600 alumni who have volunteered to speak with students or other alumni about career issues. Alumni lists can be searched by location, and/or career field and sent to students as an Excel file. Several times a year the SEC hosts networking receptions in conjunction with Alumni Relations.

Welty Health Center

The on-campus Health Center, with a 12-bed capacity, is staffed by nurses around the clock. During the academic year, the Health Center serves as a facility for the management of minor injuries and illnesses, and it offers student overnight rooms for health-related conditions not requiring hospitalization. Illness prevention and health education are emphasized.

The Health Center physicians maintain regularly scheduled hours on campus Monday-Friday. The physicians may refer students to outside resources if indicated. Limited postoperative care may be provided at the Health Center. The Director of the Student Health Center also is available to see students on a walk-in basis for nursing assessment and referral. **All regular students may access Health Center resources and may see the Health Center physician and nurses without charge.** If a student wishes to consult a private physician, the Health Center staff will recommend competent local specialists when requested to do so. Whenever a student is treated away from the Health Center, the expenses incurred will be the student’s responsibility.

Services at the Health Center include: Women’s health care, including PAP smears and contraception, anonymous HIV testing, a dispensary for prescribed medications, allergy antigen regimes/shots prescribed by home physicians, travel consults, vaccines, physical therapy, and nutritionist services.

Accident and Health Insurance

Since United States residents are required by law to have medical insurance, it is important to note that Whitman College does not offer insurance sold through the College. It has become more cost effective for students to purchase their own plan due to the declining enrollment in the Whitman plan and the Affordable Care Act changing the family dependent age to 26. International

Students are required to have insurance with a U.S.-based health insurance company that will pay benefits in Washington State. If you need help in finding information about available plans or have questions regarding a plan, refer to the Welty Center website at www.whitman.edu/offices-and-services/health-center/insurance or feel free to contact the Director of the Welty Student Health Center for assistance.

It is the student's responsibility to understand their insurance plan and know how to access coverage. We advise that each student carry a personal insurance card at all times.

If hospitalization or outside medical services are needed, the Health Center will assist the student in locating suitable medical treatment. The cost for such outsourced medical treatment, however, must be assumed by the student.

Whitman College provides "secondary" accident insurance for students participating in varsity intercollegiate athletics. This coverage is available to varsity athletes that sustain an injury during scheduled and supervised athletic activities. As a secondary insurance, the varsity athletics accident insurance policy will only pay medical bills after they have been processed by the student's primary personal insurance. Please contact the Head Athletic Trainer at (509) 527-5590 for more information.

Welty Center – Counseling

Professionally trained counselors are available to provide short-term personal and psychological counseling to students at no charge. Counselors assist individuals and groups with personal and academic concerns, career choices, interpersonal relationships, and other areas that may interfere with their success at Whitman. Welty Health Center counselors can refer students to community health resources for medication evaluations and management. The Counseling Center offers a variety of personal growth opportunities, including, but not limited to, workshops and programs on listening and communication skills, stress management, and assertiveness training. Master's level interns provide additional counseling resources and support. All counseling is confidential. In addition, Whitman's Peer Counselors are available for students who wish to talk with a fellow student and explore resources on the campus.

Residence Hall Life

Living in a residence hall is a big part of being a Whitman student, and chances are you'll be hearing quite a bit about residence hall life in the next couple of years. At Whitman, we have a two-year residency requirement and have established this policy for some very important reasons.

The residence halls offer students valuable opportunities for growth and self-discovery. After all, students spend the majority of their time in the hall – studying, sleeping, socializing, and perhaps figuring out the meaning of life at

2 a.m. over pizza. Residence hall life offers students the opportunities to build friendships with a wide variety of people, grasp the subtle art of give and take, and learn who they are and what they have to offer a community. In short, the residence halls are where friendships are made and where independence and adulthood take shape. Our goal is that these connections continue to grow as students move through their years at Whitman.

At its core, the residence hall experience is about fostering community, and part of this is residents learning that their actions affect those living around them. This is where personal responsibility begins. We work with students to help them learn how to live in a positive community such as this.

Residence halls allow students to engage in learning outside the classroom. The entire Residence Life staff is dedicated to bringing the concept of education into everyday life. The liberal arts philosophy regards nearly every experience as an opportunity for education and seeks to develop well-rounded individuals. Each hall has a distinct personality created by its residents. Each residence hall staff member provides educational programs during the semester on topics ranging from love and relationships to balancing the inevitable stresses of college life. Staff members also organize social activities such as hikes, study breaks, dances, movie nights, games, and much more. These programs are designed to provide valuable experiences and opportunities that complement students' interests.

Residence halls are staffed by Resident Assistants (RAs), Student Academic Advisers (SAs), Senior Residents (SRs), and Resident Directors (RDs). RAs, SAs, and SRs are students themselves. They are trained to handle emergencies, help with conflicts, and plan educational and social programs. The Resident Director in each hall is a college graduate who leads these groups in supporting the residents.

Laundry rooms equipped with washers and dryers are provided in each hall at no charge. The residence halls contain a main lounge for large gatherings and several smaller lounges for TV, studying, visiting, meetings, and recreation. Kitchen facilities are located in all of the halls. Bike storage is available either outside or in the basement of most halls.

Security

Protecting Whitman College students, faculty, staff, and visitors is the primary purpose of the Security Office. To keep the campus a safe place, Whitman employs a full-time director, four full-time security employees, two part-time security officers, and several student security officers (during the academic year).

The staff responds to reports of fire, medical, and criminal emergencies. Though the staff is trained to handle various types of criminal offenses, they are not empowered law enforcement officers. When a crime occurs on the campus, the Walla Walla Police Department is called.

To ensure that buildings are safe from fire and other hazards, routine measures are taken on a monthly basis, including fire alarm testing, fire extinguisher checks, and building inspections to eliminate any unsafe conditions. Maintenance, custodial, and housing staffs are trained in fire safety and evacuation techniques. The Walla Walla Fire Department responds to all fire calls.

During the academic year, security staff will escort students, staff, faculty, and visitors anywhere on campus and within a two-block radius of the College. The security officers are on campus 24 hours a day, seven days a week, 365 days a year, and provide safety and security checks for campus buildings, including the residence halls.

Should you have any questions regarding the safety and security of a family member attending Whitman, please feel free to contact the Security Department at (509) 527-5777.

ID Cards

Students receive their Whitman ID cards (WID) during Orientation Week. This card is an essential tool for each student, and costs \$25 to replace. The WID allows students card-swipe access into most computer labs and buildings after normal building hours. Students must have their WID in-hand to utilize the Sherwood Athletic Center and Baker Ferguson Fitness Center facilities. Penrose Library uses the WID as a library card, and it can be used as a charge card at the cafés as well as the Whitman Bookstore. Any charges made on the card will be included on your student's monthly statement.

Food Service/Bon Appétit

Whitman College has contracted with Bon Appétit to provide a quality food service program. Bon Appétit views their mission of providing food service to Whitman students as an important part of the educational program of the residential college.

Bon Appétit's Executive Chef plans menus to change with both the season and the students' academic calendar. Bon Appétit's philosophy revolves around purchasing the best-quality groceries and making fresh, flavorful cuisine that balances restaurant-quality entrees with the students' favorites. They purchase the freshest regional products available, cook from scratch, and make their own soups, sauces, and salad dressings. The typical lunch or dinner will have two or three primary entrees (one of which is always vegetarian), a full salad, soup, and fruit bar, and a selection of fresh-baked desserts. Students can choose their meals from a pasta bar with freshly made sauce, a sandwich station, or a grill with burgers, chicken breast sandwiches, and cheese quesadillas made to order.

While in the dining room, students may eat as much as they wish. Students also are allowed to take food for their current meal out of the dining hall to eat

outside or back in their room. The Whitman ID card acts as a meal ticket at all dining halls, and can contain flex dollars to be used at Café '66, the espresso stand, and Café '41 in the library. The hours of the dining halls are offset from one another to provide your student with the broadest possible range of mealtime hours. Special events are scheduled during the holidays and as “monotony breakers” during lulls in the regular campus calendar. We also provide meals to the Welty Health Center for students not feeling well enough to come to the dining room, and sack lunches for those with class or job related mealtime conflicts.

Bon Appétit strives to involve students in the meal program by encouraging them to use the comment card section in every dining room, talk to the dining hall managers about what they would like to see, and e-mail or talk to the General Manager. They regularly accommodate students facing a variety of food-related issues ranging from food allergies to medical conditions that require a special diet or eating time. Should your student have any special needs it is important that they contact their dining hall manager to discuss their needs.

Parents and families are welcome in the dining halls and it is hoped that you share a meal with your student when you are on campus. For birthdays or special occasions that call for a cake or a dozen cookies, give the catering department a call at (509) 527-5127. Feel free to call the General Manager of Bon Appétit at Whitman College at (509) 527-5508 if you ever have any food service questions or concerns.

Current information, including the weekly menu and hours of operation, can be found at our Whitman website: www.whitman.edu/bon_appetit. For more information about Bon Appétit visit www.bamco.com.

Detailed information about meal plans can be found in the Charges section of the Whitman College Catalog.

Campus Activities

Stuck in the wheat fields with nothing to do? Not at Whitman! Rather than complain about a lack of choices, more often we hear Whitman students talking about having to choose from a number of attractive options on any given day. Activities include college-sponsored events, such as lectures, concerts, art exhibits, and outdoor activities. In keeping with our philosophy of educating the whole student, the College values the out-of-class experiences for the lessons they teach.

Associated Students of Whitman College (ASWC)

In addition to college-sponsored activities, student interests and initiatives generate many activities at Whitman. The student government association, ASWC, is the umbrella organization for most student groups and activities,

and fosters student participation in college governance, provides leadership opportunities, and supports the development of new interest groups. In addition, ASWC appoints students to college governing board committees, providing a student voice in the governance of the College. ASWC helps sponsor speakers and campus events such as The Power and Privilege Symposium, Choral Contest, Renaissance Faire, and other concerts, speakers, and special events. ASWC also supports the student newspaper, the literary magazine, the yearbook, and the student-operated radio station.

Greek System

Another popular option for students is participation in the Greek system. One-third of Whitman students affiliate with the national fraternities and sororities on campus. The four men's groups operate houses near campus. The four women's groups occupy residence hall sections in Prentiss Hall. All Greek groups govern themselves and involve students in academic achievements, leadership opportunities, community service projects, and social affiliation.

Outdoor Program

The Whitman Outdoor Program (OP) fosters personal growth, facilitates learning, and creates recreational opportunities through skills and risk management training, leadership development, and environmentally sound trips in a supportive community. Seven programmatic areas exist to fulfill this mission: Scrambles, Sports Studies, Recreation and Athletics (SSRA) classes, the Climbing Center, Rental Shop, special events, trainings, and the trip program. The OP is the place to go if you are interested in participating in a trip, exploring the outdoors, renting equipment, or developing outdoor leadership skills and knowledge. The OP's activities include hiking, rock climbing, mountaineering, ice climbing, cross country and back country skiing, snowshoeing, winter camping, whitewater kayaking and rafting, canoeing, and sea kayaking.

Intercollegiate Sports

For the highly competitive student athlete, Whitman offers varsity sport opportunities. Men compete in baseball, basketball, cross country, golf, soccer, swimming, and tennis. Women's sports include basketball, cross country, golf, lacrosse, soccer, swimming, tennis, and volleyball. On the national level, we hold membership in NCAA III. At the conference level, we are members of the Northwest Conference (NWC). Athletes, like all Whitman students, receive financial aid based on need as computed by the College Scholarship Service.

Intramural and Club Sports

For those not interested in varsity athletics, Whitman sponsors an extensive intramural program, which offers basketball, flag football, soccer, softball, table tennis, ultimate Frisbee, volleyball, tennis, and dodgeball. Our club sport program currently includes, among other options, cycling, men's lacrosse, rugby, climbing, alpine and nordic skiing, and ultimate Frisbee teams, which compete with other college teams in the Northwest. Participants in this program take a significant role in organizing game schedules, transportation, and funding. Consequently, the programs rely on student interest and initiative to succeed.

Academic Information

Academic Advising and Assistance

The importance of academic advising is immediately apparent to new students. Each student is matched with a pre-major adviser before their arrival to campus and will meet with their adviser during Opening Week. Academic advisers provide information and assistance, help students plan balanced academic schedules, and monitor students' progress toward their goals. Once students declare a major, an adviser from their chosen field of study assumes the advisory role. Students can also work with special advisers to select preprofessional courses in preparation for graduate and professional study.

In addition to assistance from an academic adviser, Whitman provides a variety of support services to assist students in their academic endeavors. The **Academic Resource Center** assists students who wish to improve study skills and academic effectiveness. The Academic Resource Center staff meets with students on an individual basis to determine which resources might be most helpful and to connect students with tutors if necessary. The Academic Resource Center also coordinates the Student Academic Adviser program.

Student Academic Advisers (SAs) are sophomores and juniors who live in first-year residence halls to help new students get acquainted with Whitman's academic programs, opportunities, and expectations. SAs introduce study skills and offer workshops on analytical reading, note taking, and examination preparation. SAs are selected on the basis of their proven academic performance. The SA staff receives extensive training over the summer to transition new students into Whitman academics.

The Academic Resource Center also provides assistance in accessing the appropriate accommodations for physical or psychological disabilities. Disability is defined as some form of physical or psychological impairment that substantially limits a major life activity. **Students who need accommodations for a disability** should contact Rebecca Frost, Director of Student Success and Disability Support Services, Memorial 327, (509) 527-5213, frostr@whitman.edu. After review

of the documentation, and a discussion with the student, Ms. Frost will arrange accommodations for access to Whitman College's programs and activities.

Please contact the Academic Resource Center if you would like more information about the types of accommodations provided for students with disabilities. You also can find information on the Academic Resource Center's home page: www.whitman.edu/academics/academic-resource-center.

The Center for Writing and Speaking (COWS)

The Center is available to all Whitman students for individualized assistance with writing essays and research papers. Students can bring papers to Writing Center tutors for organization, revision, and editing help. Hours and additional details are available at www.whitman.edu/cows.

Off-Campus Studies (OCS)

Studying in a foreign country or U.S. urban setting provides students with a rich opportunity for intellectual and personal development. The College encourages qualified students to study off campus either internationally or domestically for one semester or a full academic year during their third year at Whitman. Additionally, Whitman offers several short-term, faculty-led off-campus studies opportunities, called Crossroads programs, in specific fields each year. Our aim in promoting off-campus studies is to provide a foundation for Whitman students to develop intercultural skills and global understanding that will serve them throughout their lives.

Whitman OCS offers a broad range of off-campus studies programs worldwide and four U.S.-based Partner Programs. In order to facilitate access to study abroad opportunities, students may apply their Whitman need-based aid and merit scholarships to the fees of any of the College's Partner Programs. Whitman students studying off campus are able to choose from more than 80 Partner Programs with locations in Africa, Asia, Latin America, Europe, the Middle East, Oceania, and the United States.

Students who wish to transfer credit back to Whitman from summer programs outside the United States must apply through the Off-Campus Studies Office prior to attending the program.

Planning ahead is important for a successful off-campus study experience. New students who think they might want to study off campus during their Whitman career should attend our *Off-Campus Study Informational Meeting* during Opening Week. This meeting provides important course prerequisite information and planning tips. Then, during the first semester of their second year, interested students should attend one of our *First Step Toward Off-Campus Studies* meetings to learn about how to select a program that best suits their academic needs and about how to apply. Detailed information about course

offerings, application procedures, fees, and deadlines is available in the OCS Office, Memorial 205, or online at www.whitman.edu/content/ocs.

Graduation Requirements

The information in the following two sections is intended to provide a general review. Because of the volume and the technicality of the questions that arise, students should refer to the Whitman College catalog, which is the official document on matters of academic requirements and standards. The catalog is available on the Whitman website: www.whitman.edu/content/catalog.

A minimum of 124 credits is required for a Bachelor's Degree with at least 54 of those credits being earned in residence in the on-campus programs of the College. A minimum cumulative grade-point average of 2.0 (on a 4.0 scale) is required for all work attempted at Whitman College.

Students normally take 12 to 18 credits each semester. Students participating in programs such as varsity athletics are often subject to additional enrollment requirements. Students who wish to complete a degree in eight semesters take an average of 15.5 credits per semester. After their first semester, students may be eligible to take more than 18 academic credits per semester with Board of Review approval.

General Studies Requirements:

The goal of the General Studies Program is to provide the student's undergraduate education with a structure and consistency that complement and broaden the major study programs. Whitman recognizes that flexibility is necessary in order to accommodate differences in background, interest, and aptitude. General Studies is Whitman's method of ensuring that student programs have overall coherence and that the wide range of the College's intellectual resources are utilized without enforcing lockstep requirements.

Specifically, the General Studies Program is intended to provide: 1) breadth and perspective to allow exposure to the diversity of knowledge, 2) integration to demonstrate the interrelatedness of knowledge, 3) a community of shared experience to encourage informal continuation of education beyond the classroom, and 4) a context for further study in the many areas appropriate for a well-educated person. To achieve these goals, the faculty has devised the following curriculum:

- a. The First-Year Experience: Encounters: two four-credit courses to be completed by all students during their first year of study.
- b. Distribution Requirements for new students
 - i. Minimum of six credits in each of the following areas

1. Social Sciences
 2. Humanities
 3. Fine Arts
 4. Science (including at least one course with a laboratory)
- ii. One course of three or more credits in quantitative analysis
 - iii. Two courses, totaling at least six credits, in Cultural Pluralism

Declaring a Major

The choice of a major can be made at any time after a student has been admitted to the College, but must be made prior to registration for the student's fifth semester. Some students declare a major early in their academic career as they know their interests and intentions early on. Others are intrigued by the many disciplines found in the College curriculum and want to do a little exploring before they decide which major field of study to pursue. Finding a good academic fit takes time and effort, and it is not uncommon for Whitman students to change their minds at least once.

In addition to established departmental majors, students can design a major to incorporate work in two or more fields of study. Some established interdepartmental majors include mathematics-physics and biology-environmental studies. Students also have the option of indicating minor fields of study. It is important to remember that undergraduate majors might not have the link to career pursuits that graduate studies typically do. Critical thinking, academic performance, experience, transferable knowledge and skills – beyond the choice of a major – are the keys to a productive life beyond Whitman. Students are more likely to perform well in an area that interests them.

There are many resources available to assist students in the major selection process. The selection of a major should be made in consultation with the student's pre-major adviser and with the adviser or advisers of the proposed major study. Other faculty, staff in the Academic Resource Center, Student Academic Adviser, or staff in the Student Engagement Center can be helpful in the decision-making process.

Major Studies Requirements:

A major study program is a coherent array of courses designed to develop mastery of the basic ideas and skills in a particular field or area. Every candidate for a Bachelor's Degree must complete such a program. Approximately one-third of a student's coursework will be in major requirements. The major study may be an established departmental program, an established combined program, or an individually planned program.

Regardless of whether the student declares a standard, combined, or individually-planned major, a minimum of two-thirds of the specific course and credit requirements for the major must be completed in the on-campus program

of the College, and a minimum cumulative grade-point average of 2.000 must be earned by a student in all of the courses taken within the department or departments of their major study. A program of study is prepared with the advice and consent of the student's major adviser or advisory committee to ensure that all major and degree requirements are completed.

Comprehensive Examination in Major Study:

Whitman was the first institution of higher education in the United States to require an oral defense of the comprehensive examination in a student's field of major study, and that tradition continues today. Every candidate for a Bachelor's Degree must complete a senior assessment in the field of their major study with a passing grade.

The examination might be entirely oral, or it might be part written and part oral. Major examinations, when passed, are graded "passed" or "passed with distinction." A student who fails to pass the major examination may, at the discretion of their examining committee, be given a second examination, but not before two weeks after the first examination. A candidate who fails to pass the second examination is not eligible to take another until three months have elapsed.

Academic Standards

To maintain good academic standing a student must meet the following requirements:

- i. Earn a grade-point average of at least 1.700 each semester.
- ii. Earn a minimum cumulative GPA of 2.000 during the second semester of the first year, and subsequently.
- iii. Subsequent to the first year earn a minimum of 24 credits in the two immediately preceding semesters.
- iv. Complete successfully the First-Year Experience: Encounters in the first full academic year after entrance. Any deficiency must be removed no later than the end of the fourth semester of college-level work or by the time the student has accumulated 57 degree credits, whichever occurs first.
- v. Maintain a minimum cumulative GPA of 2.000 beginning with the end of the fifth semester of college-level work.
- vi. Transfer students, to be in good standing, must meet the minimum GPA requirements appropriate to their class standing as determined by the number of transfer credits accepted.

If a student does not achieve these minimum academic standards, their case is referred to the Board of Review. The student will be placed on academic probation or be recommended for suspension or dismissal from the College for

low scholarship. All cases of academic suspension and dismissal are formally reviewed and voted on by the Academic Standards committee.

A student placed on academic probation is no longer in good academic standing and may be suspended or dismissed from the College if their performance in the next semester in residence fails to meet the minimum requirements for good standing, or fails to demonstrate sufficient progress toward that goal. Normally, a student will not be continued on probation for more than two consecutive semesters. A student on probation is restored to good standing when they complete the semester of probation with accomplishments that meet the minimum standards listed above.

The Board of Review also will warn students who fail to make satisfactory progress toward their degree. A progress deficiency may result from earning fewer than 24 credits in the previous two semesters, a major grade-point average of less than a 2.0, a semester GPA of less than 1.7, or failure to complete the Encounters course sequence. Failure to correct the deficiency during the next semester in residence might result in their being suspended from the College.

Students who have failed to achieve good academic standing will be contacted by the Academic Resource Center. The Academic Resource Center staff will work closely with the student, utilizing various campus resources to assist them in getting back on track academically.

The Right to Privacy/FERPA

The transition from high school to college poses many challenges for the student. Research tells us that at this stage in the life of a young person, one of the primary tasks to be accomplished is that of achieving self-mastery and personal autonomy. We accept this concept at Whitman and recognize that one of our primary goals is to provide support so that students can develop personal responsibility and independence. This objective is in harmony with the total liberal arts experience, outside of, as well as within, the classroom. Just as students must learn to think, write, research, analyze, and synthesize complex notions and ideas on their own, so too must they be able to make personal life decisions that help them achieve their own goals for which they are solely accountable.

Upon reaching the age of majority (18 years), people (including students) obtain the rights and responsibilities afforded by the law, with few exceptions. Among those rights is that of the right to privacy granted by the Family Education Rights and Privacy Act of 1974 (FERPA). This right extends to all students in post-secondary institutions whether or not they have reached the age of 18. While not requiring total student confidentiality of all student records in all situations, the law does provide a framework within which the College has developed attitudes and policies concerning student information. Briefly, the

act requires that the College not release education records without the written consent of the student. In general, this also is the College's policy, and we apply these standards to all students and not just those 18 years of age and over. This means that parental requests for confidential student information will be denied on most occasions unless the student has given permission to release it. Of course, it is ideal for the College if the student voluntarily shares confidential information openly with their parents. Thus, the best and quickest source of such information should be your student.

The College is always riding a fine line between being helpful and caring to concerned parents, and simultaneously encouraging student autonomy and self-reliance. We assure you, however, in special situations where a student is a threat to others, themselves, or where other conditions warrant, parents will be notified. Sometimes consultation between the family and the College is beneficial in determining what course of action to take, or what type of help is indicated. This might include the decision of whether or not the student should remain in school.

We strive to develop a trusting and cooperative relationship with you, the parents of Whitman students. We trust that parents understand that our primary goal is education, and that this means our primary focus is on the young adult. On most occasions we will deal directly with the student. If at any time parents have a concern about their student or a question about this issue, they should feel free to call the Dean of Students Office.

Parents of incoming students each receive a hard copy of this year's handbook. In future years, please refer to the online version of the Parent Handbook or the Student Handbook for policy updates.

College Expenses

Charges for the 2016-2017 academic year are listed below. Figures for books and personal expenses are approximate and vary widely depending on the classes taken and the lifestyle of the individual student.

| | |
|------------------------------|----------|
| Tuition and Fees | \$47,490 |
| ASWC (student association) | \$372 |
| Room and Board | \$11,910 |
| Estimated books and supplies | \$1,400 |

Some courses (such as art, music instruction, dance, and some physical activity classes) require a special course fee. The approximate budget of \$61,172 includes all of the expenses detailed above but does not include any course fees or incidentals.

The charges made by Whitman College are due and payable prior to registration for each semester. **Students must pay all semester costs or set up**

a payment plan with the Business Office before they are allowed to officially enroll for classes.

Financial Aid

A college education should be a priceless experience for all qualified students. Every year the College budgets scholarship funds to meet the expected need of a great number of students. Today more than 80 percent of our students receive some form of financial assistance (scholarships, grants, loans, and part-time employment).

To be eligible for need-based financial assistance, parents of continuing students must submit a Financial Aid PROFILE form to the College Scholarship Service and the Free Application for Federal Student Aid (FAFSA) to the federal processor by April 15. These forms may be completed online at **www.collegeboard.com** (PROFILE) and **www.fafsa.gov** (FAFSA). Whitman's CSS PROFILE code is 4951, and our FAFSA code is 003803. In addition to the PROFILE and the FAFSA, the Financial Aid Office may ask for a copy of the parents' tax return.

In order to retain financial aid funding, students must maintain good academic standing (cumulative GPA of 2.0 and a minimum of 24 credits in the two immediately preceding semesters). For further details, please refer to the College online catalog: **www.whitman.edu/content/catalog/financial-aid**. If you would like additional information, please don't hesitate to contact us at (509) 527-5178 or finaid@whitman.edu.

Refund Policy

If a student withdraws during the semester, the refund policy schedule below applies to tuition and fee charges and special course fees. A student who moves from a residence hall after the semester begins, or fails to move into a room reserved for second semester, will be refunded room charges for the smaller of 40 percent or as determined by the refund schedule below. Board charges will be prorated on a weekly basis as of the date of withdrawal, except for a minimum charge of \$100 per semester.

| <i>Date of Withdrawal</i> | <i>Percentage of Charges Refunded</i> |
|-------------------------------------|--|
| Up through the first day of classes | 100% |
| From day two through day 11 | 80% |
| From day 12 through day 16 | 60% |
| From day 17 through day 21 | 40% |
| From day 22 through day 26 | 20% |
| After day 26 | No refund |

Ways to Support Whitman

Parents are encouraged to attend special events throughout the year, such as Parent Orientation, Family Weekend, and regional programs. Parents who desire a deeper level of involvement are encouraged to become a **Parent Admission Representative (PAR)**. Parent Admission Representatives contact parents of potential Whitman students to answer questions and encourage compelling applicants to attend Whitman. Members attend local admission functions and may help host events in their region for prospective students and their parents, including a January gathering for applicants and a summertime send-off party for entering students.

To be a Parent Admission Representative please contact: Heather Dygert, Office of Admission, at (509) 527-5794 or dygerthk@whitman.edu.

Student Referrals

Mention Whitman to high school students who are considering college. Also maintain relationships with your student's favorite teachers, coaches, and counselors.

Support Local Events

Host or attend a Whitman event in your area. Whitman sponsors thought-provoking and entertaining events throughout the year, and parents are always welcome to attend. Whitman sports teams and musicians often are on the road and love your support. See the Whitman website (www.whitman.edu) for event dates and times.

Whitman benefits from the wide-ranging talent, effort, and achievements of parent volunteers, who are rewarded with a stronger connection to Whitman and the College community. If you are interested in local volunteer opportunities, please contact Melanie Medina at the Student Engagement Center at (509) 527-5183.

Family Weekend – October 21-23, 2016

Whitman College is best experienced in person. While the College's literature and website may be informative, a visit to the campus will give you a better understanding of your student's daily life. Family Weekend is a wonderful opportunity to bring the entire family to campus.

The Family Weekend schedule is filled with a variety of activities and events. There will be musical performances, gallery exhibits, kids' activities, and sporting events. You will have a chance to experience all the campus has to offer.

The majority of activities are planned for Saturday, October 22. There also will be some Family Weekend events both Friday (beginning in the late

afternoon) and Sunday (until early afternoon). You may access the Family Weekend schedule online at www.whitman.edu/parents/family-weekend. If you do plan to attend Family Weekend 2016, it is wise to make hotel reservations and travel arrangements as soon as possible. If you are not able to attend Family Weekend, there are many other great weekends to visit campus; talk with your student and plan a visit to campus any time during the academic year.

Getting to Campus

Although Walla Walla is a bit off the beaten path, the city is still very accessible.

By air: Horizon Air, a subsidiary of Alaska Airlines, provides regional air service to Walla Walla with several flights daily. Connections are available with many major airlines through Seattle. Car rentals from Hertz and Budget are available at the terminal. A taxi to campus costs about \$15.

Delta Airlines, United Express, and Alaska/Horizon Air all fly to Pasco, Wash. (47 miles west of Walla Walla), and have service from California and Denver, as well as connections through Salt Lake City, Seattle, and Portland. Several major car-rental agencies are located in the Pasco terminal.

By car: If you are arriving by U.S. Highway 12, take the Clinton Street exit to the south. Follow the signs to campus, taking a right turn onto Boyer Avenue.

For additional information on resources and services within the Walla Walla area, please visit the Chamber of Commerce website (www.wwwchamber.com) or call toll-free 1-877-WWVISIT.

Contacting Students in an Emergency

If you have an emergency and need to contact your student while they are in class, you may call the Dean of Students Office at (509) 527-5158. The Dean's staff will obtain a copy of your student's class schedule and deliver a message as soon as possible. In the evenings or on weekends, if you are unable to reach your student at their residence, you may call Security at (509) 527-5777 and request their assistance in locating your student.

Important College Phone Numbers

For offices not listed, please call the College's general information number at (509) 527-5111.

Security: 527-5777

TDD Phone: 522-4415

You need information about:

Student issues and concerns
 After-hours emergency
 Campus activities / student organizations
 Computer services
 Disability support / academic support
 Financial aid
 Finding transportation at break times
 Food service
 Health care / health insurance
 Housing and residence halls
 International student services
 Internships and careers
 Miscellaneous questions and concerns
 Off-campus rentals
 Policies and procedures
 Questions regarding curricula or faculty
 Sex- or gender-based concerns

You will contact:

Dean of Students 527-5158
 Security 527-5777
 Reid Campus Center 527-5208
 Technology Services 527-5415
 Academic Resource Center 527-5213
 Financial Aid Services 527-5178
 Reid Campus Center 527-5208
 Bon Appétit 527-5508
 Health Center 527-5281
 Residence Life 527-5297
 Intercultural Center 527-5596
 Student Engagement Center 527-5183
 Dean of Students 527-5158
 Business Office 527-5143
 Dean of Students 527-5158
 Dean of the Faculty 527-5397
 Title IX Administrator 524-2049

At: (509)

Resident Directors

Residence:

Anderson Hall
 College House
 Douglas Hall
 Interest Houses
 Jewett Hall
 Lyman Hall
 Marcus House
 North Hall
 Prentiss Hall
 Tamarac

You will contact:

Luke Hampton 527-5427
 Halley McCormick 527-5683
 Halley McCormick 527-5683
 Adam Dawson 524-2002
 Brian Glickman 527-5477
 Louise Fix 527-5427
 Halley McCormick 527-5683
 Melanie Medina 527-5361
 Liz Clagett 527-5601
 Melanie Medina 527-5361

The 2016-2017 Academic Calendar

Fall Semester, 2016

| | |
|-----------------------|--|
| August 25, Thursday | Residence halls open at 9 a.m. for new students. Check-in is from 9 a.m. to 2 p.m. |
| August 26, Friday | Residence halls open at 9 a.m. for all students. Convocation at 3:30 p.m. |
| August 30, Tuesday | Fall semester classes begin. |
| September 9, Friday | Last day to add classes. |
| October 6-7 | Midsemester break; no classes. |
| October 12, Wednesday | Last day to drop from classes or the College without record. |
| October 21-23 | Family Weekend. |
| November 3-8 | Preregistration period for the spring semester 2017. |
| November 4, Friday | Final day to withdraw from classes or the College with W grades. Close of P-D-F registration period. |
| November 18, Friday | Thanksgiving vacation begins at 6 p.m., Friday and ends at 8 a.m., Monday, November 28. All residence halls remain open. |
| December 9, Friday | Last day of classes, fall semester. Honors theses due in library for fall thesis candidates. |
| December 12-16 | Final examination period. |
| December 16, Friday | Fall semester ends. All residence halls close at noon Saturday, December 17. |

Spring Semester, 2017

| | |
|-----------------------|--|
| January 13, Friday | Orientation for new students and parents begins at 9 a.m. |
| January 15, Sunday | Residence halls open at 9 a.m. for returning students. |
| January 16, Monday | Martin Luther King, Jr. Day; no classes. |
| January 17, Tuesday | Spring semester classes begin. |
| January 27, Friday | Last day to add classes. |
| February 20, Monday | Presidents' Day; no classes. |
| February 23, Thursday | Power and Privilege Symposium; no classes. |
| February 24, Friday | Last day to drop from classes or the College without record. |
| March 10, Friday | Spring vacation begins at 6 p.m., Friday (all residence halls close at 9 a.m., Saturday, March 11) and ends at 8 a.m., Monday, March 27. (All residence halls open at noon, Sunday, March 26). |
| April 7, Friday | Final day to withdraw from classes or the College with W grades. Close of P-D-F registration period. |
| April 11, Tuesday | Whitman Undergraduate Conference; no classes. |
| April 21-25 | Preregistration period for the fall semester 2017. |
| May 8, Monday | Last day of classes, spring semester. |
| May 9-10 | Reading Days; no classes. |
| May 10, Wednesday | Honors theses due in library for spring thesis candidates. |
| May 11-16 | Final examination period. |
| May 16, Tuesday | Spring semester ends. |
| May 18, Thursday | Residence halls close at 5 p.m. |
| May 21, Sunday | Commencement. |

WHITMAN COLLEGE

345 Boyer Avenue - Walla Walla, WA 99362
