George Fox University

Academic Handbook

2016-17

GEORGE FOX
UNIVERSITY

Be Known

Academic Handbook

The George Fox Academic Handbook is meant to be a tool for successful experiences at George Fox University.

Portions of this handbook apply only to traditional undergraduate students enrolled in programs of study offered on the Newberg campus.

The current edition supercedes and replaces all previous editions and versions. While every effort is made to ensure the accuracy of the information in this handbook, **in no sense is it to be considered a binding contract, and it may be changed by action of appropriate bodies within the university.** Generally, changes to the Academic Handbook are made public and available upon their implementation.

University Catalog Information ***4***

Statement of Faith **5**

Mission, Vision and Values **7**

Standards of Conduct **8**

Communications Statement **9**

Advising ***10***

Academic Course Load **11**

Declaring a Major **12**

International Transfer Evaluations **13**

Transfer of Credits **14**

Alternative Credit **18**

Advanced Standing 19

Advanced Placement Coursework 20

CLEP Credit 21

International Baccalaureate Coursework 22

Waiver of Required Courses 23

Academic Records ***24***

Academic Appeals **26**

Directory Information **27**

Student ID Cards **28**

Student Name **30**

Student Passwords **31**

Enrollment ***32***

Class Attendance **33**

Final Examinations **34**

Concurrent Enrollment in Other 35
Leave of Absence 36
Off-Campus Study 37
Readmission Following Withdrawal 38
Change to Another Degree Program 39
Sessions and Credits 40
Verification of Enrollment 41
Official Withdrawal from the University 42
Registration 44
Auditing Classes 45
Registration Changes 46
Field Education 47
Irregular Credit Hour Course Registration 48
OAICU Cross-Registration 49
Pass/No Pass Registration Option 51
Responsibility for Schedule Changes 52
Individualized and Independent Study Courses 53
Waitlisting Policy 54
Withdrawal from Courses 55
Student Classification 56
Enrollment Status 57
Probational and Provisional Students 58
Regular Students 59
Auditors 60
ROTC Program 61
Special Students 62
VA Students 63
Grading System *64*
Appeal of Grades 66
Graduation Honors 67
Incomplete Grade Policy 68
Academic Standing *69*
Academic Honesty 70
Good Standing Policy 71
Dean's List 72
Satisfactory Academic Progress and Eligibility 73
Academic Warning, Probation, Suspension, and Dismissal for Graduate Students 76
Academic Warning, Probation, Suspension, and Dismissal for Undergraduate Students 78

Graduation ____ *80*
Application for Graduation ____ 81
Degree/Certificate Conferral ____ 83
Commencement ____ 84
Student Services ____ *85*
Student Finance ____ *86*
Financial Aid ____ 87
Account Payment ____ 88
Account Refunds ____ 89
Removal of Institutional Charges ____ 90
Satisfactory Academic Progress ____ 91
Veterans Affairs/Military Assistance ____ 92
Legal Compliance ____ *93*
Students with Disabilities ____ 94
Drug-Free Environment ____ 95
Anti-Harassment Policy ____ 96
Family Educational Rights and Privacy Act (FERPA) ____ 97
Academic Personnel ____ *101*
Board of Trustees ____ 102
Executive Leadership ____ 104
Faculty Directory ____ 105

University Catalog Information

- Statement of Faith
- Mission, Vision and Values
- Standards of Conduct
- Legal Compliance
- Academic Personnel

Statement of Faith

The Trinity

We believe in one eternal God, the source and goal of life, who exists as three persons in the Trinity: the Father, the Son, and the Holy Spirit. In love and joy, God creates and sustains the universe, including humanity, male and female, who are made in God's image.

God the Father

We believe in God the Father Almighty, whose love is the foundation of salvation and righteous judgment, and who calls us into covenant relationship with God and with one another.

God the Son

We believe in Jesus Christ, the Word, who is fully God and fully human. He came to show us God and perfect humanity, and, through his life, death, and resurrection, to reconcile us to God. He is now actively present with us as Savior, Teacher, Lord, Healer, and Friend.

God the Holy Spirit

We believe in the Holy Spirit, who breathed God's message into the prophets and apostles, opens our eyes to God's Truth in Jesus Christ, empowers us for holy living, and carries on in us the work of salvation.

Salvation

We believe that salvation comes through Jesus Christ alone, to whom we must respond with repentance, faith, and obedience. Through Christ we come into a right relationship with God, our sins are forgiven, and we receive eternal life.

The Bible

We believe that God inspired the Bible and has given it to us as the uniquely authoritative, written guide for Christian living and thinking. As illumined by the Holy Spirit, the Scriptures are true and reliable. They point us to God, guide our lives, and nurture us toward spiritual maturity.

The Christian Life

We believe that God has called us to be and to make disciples of Jesus Christ and to be God's agents of love and reconciliation in the world. In keeping with the teaching of Jesus, we work to oppose violence and war, and we seek peace and justice in human relationships and social structures.

The Church

We believe in the church as the people of God, composed of all who believe in Jesus Christ, who support and equip each other through worship, teaching, and accountability, who model God's loving community, and who proclaim the gospel to the world.

Christian Worship

We believe Christ is present as we gather in his name, seeking to worship in spirit and in truth. All believers are joined in the one body of Christ, are baptized by the Spirit, and live in Christ's abiding presence. Christian baptism and communion are spiritual realities, and, as Christians from many faith traditions, we celebrate these in different ways.

The Future

We believe in the personal return of Jesus Christ, in the resurrection of the dead, in God's judgment of all persons with perfect justice and mercy, and in eternal reward and punishment. Ultimately, Christ's kingdom will be victorious over all evil, and the faithful will reign with him in eternal life.

Read our Vision, Mission, & Values

Mission, Vision and Values

Our Vision

To be the Christian university of choice known for empowering students to achieve exceptional life outcomes.

Our Mission

George Fox University, a Christ-centered community, prepares students spiritually, academically, and professionally to think with clarity, act with integrity, and serve with passion.

Our Values

- Students First
- Christ in Everything
- Innovation to Improve Outcomes

Our Promise

At George Fox, each student will **Be Known** – personally, academically and spiritually.

Core Themes

George Fox University's mission can be expressed in four essential elements, or core themes:

1. Excellence in liberal arts foundation
2. Excellence in professional preparation
3. Christ-centered community
4. Local and global engagement

Faith Statement

Since its founding in 1891, George Fox has remained an intentionally Christ-centered institution. To learn more about the university's theological beliefs, read our Statement of Faith.

Standards of Conduct

When enrolling at George Fox University, students agree to respect the expectations and appointed leadership of the institution. All expectations are designed to allow the fullest liberty consistent with efficient work, while at the same time promoting the welfare of the entire campus community.

The university admits students with the understanding they will comply with these expectations in every respect and conduct themselves as responsible citizens. All students are expected to uphold certain standards of behavior, which includes conforming to state and local laws.

Any student whose behavior is dishonest, destructive, unethical, or immoral, or whose conduct is detrimental to the total welfare of the community, shall be subject to disciplinary action that may warrant appropriate consequences, with the most severe possibly resulting in suspension or dismissal.

In accordance with Christian convictions honoring the body as the temple of the Holy Spirit, the university community accepts a lifestyle that forbids immoral sexual behavior and the use, possession, or distribution of illegal drugs. Obscene or pornographic materials or literature, including pornography via the Internet, also are unacceptable. Students are expected to maintain these lifestyle standards both on and off campus. Responsiblities and expectations for traditional undergraduate students can be found in the Student Handbook.

Communications Statement

Official Communication

All students at the university are issued a university email address that is active during the student's time at the institution. Information communicated via email is considered official correspondence from the institution and students are responsible for all information communicated in this manner.

The university strives to communicate effectively through a variety of media. Students are expected to frequently check their campus mail boxes, their personal George Fox e-mail, and *The Daily Bruin*. These contain important information and deadlines for students. As a student it is your responsibility to regularly access and follow through with pertinent information in these different forms of communication. Our goal is to help you have an amazing experience at George Fox, and we want you to have the important information that will assist you in your journey.

All incoming students are signed up to receive *The Daily Bruin*.

Advising

Faculty Advising

All students at the university are assigned a faculty advisor who will assist with course selection, vocational council and direction, and mentoring. Faculty advisors are assigned based on the student's program of study and interests. Some programs allow students to select their faculty advisor if there are multiple faculty who perform this role within the academic department. For more information contact the registrar's office.

Academic Advising

In addition to faculty advising, students are encouraged to use the resources provided through MyGFU such as the Academic Requirements degree audit, course plans for their program, and other scheduling assistance. Career and Academic Planning Coaches (CAP Coaches) in the IDEA Center are also available to assist with the process and help students make appropriate progress through their program at the university.

Please see the following policies for more information about student advising

Academic Course Load
Alternative Credit
Declaring a Major
Transfer of Credits
International Transfer Evaluations

Academic Course Load

Each student's load will be determined in consultation with the student's advisor. For traditional undergraduate students, sixteen hours per semester is a normal university load. Students who carry fewer hours may find it necessary to extend the number of semesters required to earn their degree. Ordinarily, first-semester freshman will register for no more than 16 hours. Provisional students will be limited to 14 or 15 hours. No student may enroll for more than 20 hours, except by special permission of the student's faculty advisor and the registrar.

Degree-completion and graduate student load differs by program as does recommended credit hours per semester. Please see Full Time Status for more information.

Declaring a Major

Declaration of Major/Minor/Concentration

Traditional undergraduate students may enroll at George Fox University with or without a specific major in mind. However, students must formally declare their major with the registrar. A first-year traditional undergraduate student should declare his or her major by the beginning of the second semester. The process is the same for the declaration or change of a minor or concentration.

Some departments have an application and screening process for admission to a major. In those cases, the declaration of major form is considered to be a statement of intent, and the process is complete only when the department admits the student to the major. Admission to the university does not imply automatic admission to a major. Admission to a major is normally accomplished no later than the end of the junior year, or before the completion of 90 credits.

Degree-completion and graduate students' selection of major is completed during the admission process. Changing majors requires completion of the Petition to Change Degree Program or admission to the new program, depending on the nature of the change. Some programs also offer minors or require students to select a concentration within the major. Changes to minors or concentrations must be completed through the registrar's office.

International Transfer Evaluations

College credit for coursework completed at non-U.S. institutions may be accepted in transfer toward degree programs at George Fox University. However, all such coursework must be evaluated by one of our approved evaluation agencies. To do so, applicants must submit official college/university transcripts for each institution attended, in both native language and English translation, along with copies of any certificates or diplomas awarded.

Transfer credit will be considered for each course for which a student has received a grade of "C-" or better for undergraduate courses or "B-" or better for graduate courses (individual programs may have specific standards for transfer work as specified in the university catalog). Submission of course descriptions at the time of application is highly encouraged so we can begin the evaluation process as quickly as possible. Please note, though, that not all international course credits are eligible for transfer and some courses may not apply toward degree programs at George Fox.

Partner Education Agreements

George Fox University maintains education transfer agreements with some international partner schools. Students transferring from partner schools are not required to submit transcripts and credentials for evaluation to an approved evaluation agency. Instead, all materials should be sent directly to George Fox. The evaluation process requires submission of both an official transcript and approved course descriptions, each in both the native language and English translation.

Information on partner institutions is available here.

Transfer of Credits

Students who have completed work at other educational institutions may be entitled to transfer credit by presenting official transcripts from those institutions to be evaluated by the Registrar's Office at George Fox University. Coursework may be applied to general education and/or major/minor requirements, or they may transfer as elective credit. Certain criteria must be met in the transfer credit evaluation:

Traditional Undergraduate Policies

1. The granting institution must be regionally accredited or accredited by the Association for Biblical Higher Education (ABHE), formerly American Association of Bible Colleges (AABC).
2. Only coursework with a grade of C- or higher will be accepted for transfer.
3. Passing grades are acceptable only if the granting institution explicitly indicates that a Passing grade is equivalent to a C- or higher.
4. Incompletes, withdraws, and audits will not be accepted.
5. A maximum of 64 semester credits may be transferred from community colleges.
6. A maximum of 96 semester credits total, including alternative credit such as AP tests and CLEP exams, will be accepted in transfer.
7. A maximum of 32 semester credits may be earned at George Fox University through examination or other non-classroom credit procedures (AP, IB, CLEP, etc.).
8. The Associate of Arts Oregon Transfer Degree (AAOT), Associate of Science Oregon Transfer Degree - Business (ASOTB), Direct Transfer Agreement - Associates Degree (DTA) from Washington, or any Associate of Arts degree from California that includes either the IGETC certificate or the CSU General Education - Breadth requirements will satisfy all general education requirements for the bachelor's degree except Bible and religion. (A transfer degree may not necessarily meet school, department, or major requirements with regard to courses or GPA.)
9. Courses must be considered college level (typically 100-level) or higher to be transferred.
10. Courses that are determined to be vocational/technical at the discretion of the transfer credit specialist will not be transferred.
11. Computer keyboarding will not be transferred.
12. Lower-division courses will not be transferred as upper-division courses.
13. One quarter credit = 2/3 semester credit
14. Every undergraduate student is allowed 2 credits of waiver to be used when a transfer course is approved to meet a general education requirement but the credits don't fulfill the credit requirement in its entirety. No more than 1 waiver credit can be applied to a single general education requirement. Waiver credit will waive the remainder of the general education requirement but does not add credit to the student's record.
15. Each student must complete a minimum of 30 semester hours in residence at George Fox University. Twenty hours must be in the senior year.
16. Transfer students must complete at least 60 hours at George Fox University to be eligible for honors at graduation.

Adult Degree Program Policies

1. The granting institution must be regionally accredited or alternatively or accredited by the Association for Biblical Higher Education (ABHE), formerly American Association of Bible Colleges (AABC).
2. A maximum of 30 semester credits may be transferred from nationally accredited institutions.
3. Only coursework with a grade of C- or higher will be accepted for transfer.
4. Passing grades are acceptable only if the granting institution explicitly indicates that a Passing grade is equivalent to a C- or higher.
5. Incompletes, withdraws, and audits will not be accepted.
6. A maximum of 90 semester credits total, including alternative credit such as AP tests and CLEP exams, will be accepted in transfer.
7. A maximum of 32 semester credits may be earned at George Fox University through examination or other non-classroom credit procedures (AP, IB, CLEP, etc.).
8. The Associate of Arts Oregon Transfer Degree (AAOT), Associate of Science Oregon Transfer Degree - Business (ASOTB), Direct Transfer Agreement - Associates Degree (DTA) from Washington, or any Associate of Arts degree from California that includes either the IGETC certificate or the CSU General Education - Breadth requirements will satisfy all general education requirements for the bachelor's degree except Bible and religion. (A transfer degree may not necessarily meet school, department, or major requirements with regard to courses or GPA.)
9. Courses must be considered college level (typically 100-level) or higher to be transferred.
10. A maximum of 30 semester credits of coursework that is determined to be vocational/technical at the discretion of the enrollment manager may be transferred.
11. Computer keyboarding will not be transferred.
12. Lower-division courses will not be transferred as upper-division courses.
13. One quarter credit = 2/3 semester credit
14. Every undergraduate student is allowed 2 credits of waiver to be used when a transfer course is approved to meet a general education requirement but the credits don't fulfill the credit requirement in its entirety. No more than 1 waiver credit can be applied to a single general education requirement. Waiver credit will waive the remainder of the general education requirement but does not add credit to the student's record.
15. Each student must complete a minimum of 36 semester hours in residence as part of their Major requirements.
16. Students must complete at least 60 hours at George Fox University to be eligible for honors at graduation.

Graduate Program Policies

1. Not all graduate programs allow transfer credit (see individual program pages in the catalog or program handbook for further details)
2. The granting institution must be regionally accredited
3. The grade required for transfer credit toward a graduate degree varies by program. The majority of graduate programs require a B or higher for credit to be considered

for transfer (see individual program pages in the catalog or program handbook for further details).
4. Passing grades are acceptable only if the granting institution explicitly indicates that a Passing grade is equivalent to at least the minimum grade required by the graduate program to which credit is being transferred (typically a B or higher).
5. Incompletes, withdraws, and audits will not be accepted.
6. Courses must be considered graduate level (typically 500-level) or higher to be transferred toward a graduate degree.
7. One quarter credit = 2/3 semester credit

For all students

Transfer credit will be evaluated and assigned a George Fox University discipline and course number based on the closest match between the originating course and the George Fox University course descriptions. A grade of “TR” will be assigned - the GPA will not transfer. A student's George Fox University GPA is computed using work done at George Fox University only.

Any evaluation of transfer credit (including non-accredited, military, and international credit) is to be considered tentative until the student has completed 12 hours in good standing at George Fox University.

Any veteran receiving GI Bill benefits while attending George Fox University is required to obtain transcripts from all previously attended schools and submit them to the VA School Official for review of prior credit.

Military Credit

JST (Joint Services Transcript), CCAF (Community College of the Air Force), and DLI (Defense Language Institute) transcripts are treated as transcripts from accredited colleges. The *ACE Guide to the Evaluation of Education Experience in the Armed Services* is used in determining the transferability of learning acquired in military service. Learning applicable to a service member’s program will be transferred as undergraduate elective credit at levels consistent with the *ACE Guide* recommendations and/or as transcripted by the Community College of the Air Force. Courses determined to be vocational/technical at the discretion of the transfer credit specialist would not receive credit in accordance with George Fox University’s undergraduate transfer credit policy. Military transcripts should be requested from Joint Services Transcripts (https://jst.doded.mil/smart/signIn.do) and will be accepted electronically and deemed official by George Fox University.

International Transfer Credit

College credit for coursework completed at international institutions that are not regionally accredited by a US regional accreditation agency may be accepted in transfer toward degree programs at George Fox University. However, all such coursework must be evaluated by one of our approved evaluation agencies. To do so, applicants must submit any materials required by the chosen evaluation partner to that agency. In addition, applicants must submit official college/university transcripts for each institution

attended, in both native language and English translation, along with copies of any certificates or diplomas awarded, to the George Fox University Registrar's Office.

Transfer credit will be considered according to George Fox transfer credit policies. Submission of course descriptions in English at the time of application is highly encouraged so we can begin the evaluation process as quickly as possible. Please note, though, that not all international course credits are eligible for transfer and some courses may not apply toward degree programs at George Fox.

Post-Baccalaureate

Students who have a bachelor's degree from a regionally accredited or ABHE accredited college or university may pursue a second bachelor's degree at George Fox University. The second degree must be in a different major from any previously earned degrees. Credit will only be transferred for coursework that fulfills a major requirement. Post-Baccalaureate students are required to complete a minimum of 30 semester hours of coursework at George Fox University, following the previously earned bachelor's degree. A previous bachelor's degree fulfills all general education requirements at George Fox University, unless special general education requirements exist for the chosen major. All major requirements must be met before a second degree is awarded.

Alternative Credit

George Fox University provides options for students to earn alternative credit for some programs at the institution. Undergraduate students may earn a maximum of 32 semester credits through examination or other non-classroom credit procedures.

Please see the following policies for more information about such credit:

Advanced Placement (AP)
CLEP Examinations
International Baccalaureate (IB)
Advanced Standing
Waiver of Required Courses

Advanced Standing

Some courses for which students have completed prior preparation but for which there are not standardized exams are still eligible for credit. In many cases, academic departments offer such exams. The university requires that the basis for the credit be specified (i.e., by exam, proficiency), the score attained on the assessment, as well as the credit hours awarded by successful completion of the exam. Forms for advanced standing are available in the registrar's office and require approval of an instructor of the course, the department chair or program director, and the registrar. An administrative fee is required for credit to be posted to students' academic record. Advanced standing coursework is awarded a passing grade and reduces the student's program requirements as credit is awarded for the equivalent course at the institution.

George Fox Evangelical Seminary allows students to pursue advanced standing for prior college coursework. Specific assessment by examination is required and may not be based solely on completion of college coursework.

Advanced Placement Coursework

College credit may be granted in several subject areas for students who receive a score of 3.0 or better on exams for college-level courses offered in high school through the Advanced Placement program sponsored by the College Board. Students must request test scores be sent to George Fox University. The registrar's office processes credit for sufficient scores as transfer credit on each student's academic transcript. Course equivalencies and credit hours awarded are maintained by the registrar's office.

CLEP Credit

George Fox University awards college-level credit for successful completion of College Level Examination Program (CLEP) tests. Testing through the CLEP General Examinations is designed to verify competency in general education. These examinations must be taken prior to the completion of the first semester of enrollment as a freshman at George Fox University.

Testing through the CLEP Subject Examinations provides verification of competency in selected academic fields. These may be taken at any time (unless concurrently enrolled in an equivalent course) and assume competency has been gained in non-classroom settings.

Students must take CLEP exams by the end of the first week of any given semester in which they may be registered for an equivalent class. Credit earned for exams taken following the first week of such classes will not be considered.

Students can contact the registrar's office for information regarding the equivalent course awards for sufficient scores on exams. For local testing sites, please refer to the CLEP Test Center Search webpage.

International Baccalaureate Coursework

University credit may be granted in several subject areas to students who complete university-level work through the International Baccalaureate (IB) program. A minimum score of five is required on High Level examinations for credit consideration. Students must provide a copy of their IB transcript to receive consideration. Credits awarded as a result of IB documentation will be accepted as transfer credit.

Course equivalencies and credit hours awarded for International Baccalaureate coursework are maintained by the registrar’s office.

Waiver of Required Courses

Some programs at the university do not allow advanced standing credit but do allow students to demonstrate proficiency for coursework and waive the program requirement with an alternative course. A student can waive a required course provided he or she:

1. has academic credit for a similar course (in exceptional cases noncredit, self-study courses or extensive experience may qualify), and
2. provides the registrar's office with the proper form signed by an instructor of the course, the department chair or program director, and the registrar.

Each program has the ability to allow or disallow waived courses. Students should contact their faculty advisor or department chair/program director for more information.

Academic Records

Student Records

The Office of the Registrar maintains student registration for classes, degree audit information, and grades. Students may change their academic majors and advisors and order transcripts through this office.

Privacy is maintained with respect to student records. Unless a student gives written permission, access to these records is limited to university faculty and staff on a need-to-know basis. Unless a student directs otherwise in writing, transcripts may be released to other educational institutions to which a student may be applying without the student's consent.

FERPA

The university complies fully with the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended. Students who believe they have been treated unfairly in relation to their student records may file a complaint with the Secretary of Education concerning alleged violations of FERPA by the university or its personnel.

The law provides students the right to inspect and review information contained in their education records, to challenge the contents of their education records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if they feel the hearing panel's decisions are unacceptable. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

Review of Student Records

The registrar's office at George Fox University has been designated by the institution to coordinate the inspection and review of procedures for student education records, which include admission, personal and academic files, and academic, cooperative education, disciplinary records, and placement records. Students wishing to review their education records must give a written request to the registrar listing the item or items of interest. Only records covered in the act are made available within 45 days of the request. Education records do not include student health records, employment records, alumni records, or records of instructional, administrative, and educational personnel that are the sole possession of the maker and are not accessible or revealed to any individual except a temporary substitute. Health records, however, may be reviewed by physicians of the student's choosing.

Students may not inspect and review the following as outlined by the act: financial information submitted by their parents; confidential letters and recommendations associated with admission, employment or job placement, or honors to which they have waived their rights of inspection and review; or education records containing information about more than one student, in which case the institution permits access only to that part of the record that pertains to the inquiring student.

Please see the following policies for more information about Student Records.

Academic Appeals
Directory Information
Student ID Cards
Student Name
Student Passwords

Academic Appeals

Academic Appeal Procedure

Certain criteria for appealing decisions made by a professor or committee are presented elsewhere throughout this handbook. In all other situations for which a formal appeal process is not specified, an appeal should first be directed to the department chairperson or program director. If the student is not satisfied with the decision given by the chairperson or director, he or she may then appeal to the school dean by filing a written statement of particulars. The dean will confer with the individuals involved and seek a satisfactory resolution of the problem. If the problem cannot be solved in this manner, the dean may make a decision on the matter, or, at his or her discretion, may refer it to the university provost for a ruling.

Directory Information

At its discretion, George Fox University may provide "directory information" in accordance with the provisions of the Family Educational Rights and Privacy Act (FERPA).

Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. The university construes the following information to be "directory information": parents' names and addresses; the student's name, permanent address, local address, temporary address, e-mail address, telephone number, date and place of birth, participation in officially recognized activities and sports, major, dates of attendance, full-time and part-time status, degrees and awards received, class year, the most recent previous school attended, and for members of athletics teams, height, weight, and position played. The university also considers photographs to be directory information. As such, release of photographs is also permitted.

Students may restrict the release of their directory information to third parties by annually submitting a signed and dated statement to the registrar's office within the first two weeks of the semester. Otherwise, all photographs and information listed above are considered as "directory information" according to federal law. Non-directory information, notably grade records, are released to third parties only on written request of the student, or otherwise required by law (e.g., subpoena).

Student ID Cards

All students are issued a George Fox University ID card. Students can obtain an ID card at the the following locations during their normal hours of operation (by campus location):

- IT (Institutional Technology) Department, third floor of Stevens Center, Newberg campus
- Front Reception Desk, Portland Center South Building

Student ID cards are required for:

- Verification of identity to enrollment services offices
- Basic identification on campus to security personnel
- Checking out books from George Fox University libraries, requesting books from SUMMIT, and borrowing from other PORTALS and SUMMIT-member libraries
- Eating on the university's food service plan
- Entering the residence hall where they live
- Scanning for attendance at Spiritual Formation activities (e.g., chapel)
- Entrance to the Wheeler Sports Center
- Admission to athletics events
- Entry to residence halls, Prayer Chapel, Edwards-Holman Science Center, Ross Center, Bauman Auditorium, the SUB and SUB basement, Wheeler Sports Center and Stevens Center
- Entry to pre-approved locations (Newberg campus)
- *The following areas must have preapproval for entry due to work study or academic needs: Bauman, Brougher, EHSC, Media Center, North Street Annex, Pottery lab, Ross Center, Stevens Center,Wood-Mar Hall*

Student Name

For more information about the student's name as required on the student ID card, please see the Student Name policy.

Theft or Loss of ID Card

The student ID card is nontransferable. By using the card, a student agrees to these published terms and conditions governing its use. *Should the card become lost*, immediately report it missing to the food service office during business hours of 8 a.m. - 4:30 p.m. on weekdays. *Should it be stolen*, please report the theft to security (ext. 2090), food service (ext. 2500), and the locksmith (ext. 2059). In addition, if lost, a meal voucher must be requested at the food service office until a new card is obtained. When an ID card is replaced the old card is automatically deactivated.

Care of Card

The ID card must be cared for throughout the length of stay at George Fox University. The magnetic encoding can be damaged if the strip is placed next to bank cards.

Remember, do not punch holes in the card, do not affix stickers to the card. Cardholder keychains may be purchased through the University Store.

It is highly recommended to carry ID cards in a lanyard. Replacement cards will be charged to any students who have defaced the card or have obviously mistreated it.

ID Card Replacement

If the card becomes unusable, damaged or stolen, the student is responsible for the cost of replacement. Replacement photo ID cards are available in the locations listed above for a $20 fee, weekdays. The cost will be charged to the student's account. Call the IT department at 503-554-2569 for questions related to the use of the student ID card.

Student Name

George Fox requires students to use their legal names in university data systems. This ensures that enrollment verifications, transcripts and diplomas all reflect the legal name for each student.

Diploma Name

The university recognizes that a diploma is an official document signifying the completion of a student's education. As such, this document must reflect the legal name of a student. Some variations are allowable based on student preference (i.e., inclusion of middle name or initial, suffixes). Nonetheless, the name placed on the diploma must reflect an acceptable form of the student's legal name *at the time of degree conferral*. Diplomas for previously conferred degrees will be reprinted upon request following a legal name change (previous diploma must be relinquished).

Preferred Name for University Communications

The university does encourage the use of a preferred first name (a.k.a., nickname) so we can better personalize our communication. The registrar's office maintains such records for preferred name; updates can be made by contacting the office with the request.

ID Card Name

The student ID card is considered an official document and, as such, must display the student's legal name. Therefore, the use of a preferred first name (a.k.a., nickname) on a student's ID card is not possible. For more information on the use of student ID cards, see the policy related to their use, care and replacement.

Name Changes

We recognize that, occasionally, it is necessary to change one's name. Students can request a name change through the registrar's office. George Fox University requires that a student present a Social Security card displaying the new name to the staff in the registrar's office. Upon verification, staff will update a student's name in the data system for use throughout the university.

Name changes for alumni should be directed to Alumni Relations.

Student Passwords

Upon acceptance to the university, each student is issued a password that must be used to gain access to MyGFU. It is recommended that each student change this password in order to increase security with respect to student information. The MyGFU password gives each student the ability to register for courses online, view grades, update biographical information, participate in course interactions online, etc.

The password should be maintained securely for the student's entire tenure at George Fox since its use will be needed to gain access to these materials on a routine basis, not simply for course registration each semester. George Fox University views the student password as equivalent to the student's signature. As such, students should protect their password carefully and not share it with others.

Enrollment

Please see the following policies for more information about Enrollment:

Change to Another Degree Program
Class Attendance
Concurrent Enrollment in Other Institutions
Final Examinations
Leave of Absence
Official Withdrawal from the University
Off-Campus Study
Readmission Following Withdrawal
Registration
Sessions and Credits
Student Classification
Verification of Enrollment

Class Attendance

Class attendance is an important part of the academic process and should be considered both a privilege and a responsibility. The professor of a course has the right to dismiss any disruptive student during any class session. Absences should be taken only for important and necessary reasons.

Attendance Policy

Each student has a responsibility to meet the university's standards in pursuing academic study. Students are expected to attend class regularly. Students are never "excused' from their course work because of absences. Consult the course syllabus on the policies for making up work because of an illness. If you need to be excused due to a personal or family emergency, obtain documentation from the dean of student's office and make it available to your instructors. Permission to be absent from class to participate in co-curricular university activities must be granted by the Office of Academic Affairs. Arrangements for other absences should be handled between you and your instructor.

The university calendar provides instructional dates for teachers and students. Students are expected to attend classes through the last day of each semester, unless a prolonged or continuing illness or an emergency situation exists. Students should not make travel plans that begin before the end of finals week.

Absence Due to Illness

As soon as an illness is known to affect class attendance or performance, students are expected to contact professors. Documentation of extended illness is issued by the Student Life Office or Health and Counseling Services only to students who have been seen by or contacted the medical staff during their illness and whose illness has prevented class attendance for at least three consecutive days. **Students should contact the Student Life Office or the Health and Counseling Office for assistance.**

Documentation of illness may be necessary for substantiating requests for late withdrawal, etc. as required in the academic petition process.

Final Examinations

Students are required to take final examinations as specified in course syllabi. The final examination schedule covers the last four days of each semester. The schedule is available through the registrar's office website. Finals for evening classes take place during finals week, on the evening the class has been held. The entire last week of each semester will be kept free of institutionally sanctioned extracurricular activities, with the exception of prescheduled intercollegiate athletics events. Students wishing to apply for change of final exam time must do so via the form available in the registrar’s office by the end of the 10th week of classes.

Concurrent Enrollment in Other Institutions

Students who desire to enroll in more than one institution at the same time cannot receive funding from two schools at once. Students may only receive financial aid from the school at which he or she expects to receive a degree, diploma or certificate. The degree-granting school is called the home institution while the other college at which the student is taking classes is the host.

International students must secure permission from the director of International Student Services before enrolling concurrently at another school.

Leave of Absence

Traditional undergraduate students may take a maximum of one semester leave from the university before being officially withdrawn, after which time readmission is necessary to return to coursework. The adult degree program and graduate programs allow up to one year leave before the student is withdrawn (some programs may have more strict guidelines on the use or length of leaves of absence). Students who desire a leave of absence must officially notify the Registrar's Office by completing the online Withdrawal/Leave of Absence form (login required).

Leaves of absence for traditional undergraduate students must be approved by student life and the registrar's office. Leaves of absence for graduate and adult degree program students must be approved by their program director.

Completion of the official leave of absence process allows students continued access to their university email account and MyGFU. Students remain admitted to their original program of study and are not required to be readmitted through the admissions office (unless exceeding the allowable time limits for a leave of absence for their program).

Return From Leave of Absence

Return from a leave of absence may require notification to registrar's office staff to be able to register for classes for the semester of return. Following a return from a leave of absence, students will still complete program requirements as established in the university catalog in effect at the time they were admitted to the institution. Students who are readmitted to the university following withdrawal must complete the program requirements as established in the university catalog in effect the semester of readmission.

Medical Leave of Absence

Students under the care of a physical or mental health professional may be recommended to take a leave from classes for a short time (within the limits stated above for general leaves of absence for each program). Under these circumstances, a student may be placed on a medical leave of absence. Return from a medical leave requires authorization from a physical or mental health professional for the student to return to activities at the institution. Registration will not be allowed until such authorization is received.

Off-Campus Study

Students enrolled at George Fox University may enrich their learning experience and in some cases fulfill important requirements for their major or minor by participating in programs both in the U.S. and internationally. Each program has specific eligibility criteria that should be considered when application is made.

Semesters Abroad

George Fox University has approved a number of programs for students to study off-campus for a semester. These programs and the application process are noted in the university catalog. Students must have sophomore standing at the time of application for a semester off-campus and must have been enrolled at George Fox University for a full academic year prior to participation. Student must also be in good standing with the institution and must have a minimum cumulative GPA of 3.00 (3.50 for the Scholars' Semester in Oxford) to apply.

Consortium Visitor Program

George Fox University participates in the Christian College Consortium Exchange which allows students to attend another member institution thereby enriching disciplines where personnel and courses may be more limited at George Fox. Forms for application to the exchange program are available in the registrar’s office.

Readmission Following Withdrawal

Readmission after withdrawal from the university requires reapplication through the admissions office. Readmission following a withdrawal or leave of absence is subject to the approval of the registrar and/or the director of admissions, and in some cases the dean of students. Students who must be readmitted following withdrawal are subject to the program requirements of the catalog under which they reenter.

Change to Another Degree Program

Students whose educational goals change while at George Fox University may apply to change to another degree program. The student should first consult the university catalog to confirm the goals and admissions policy concerning the desired degree program and then should complete a Petition to Change Degree Program available in the admissions office.

Degree programs that require a different application than that completed initially by the student prior to matriculation to the institution may require the completion of a new application for admission. Students may contact the admissions counselor for the program to which they are considering changing for more information.

Changes to degree programs cannot be processed mid-semester, so changes will be made effective at the beginning of the semester following receipt of the approved petition.

Sessions and Credits

Academic Sessions and Credits

The academic year at George Fox University is divided into two semesters of 15 weeks. In addition, the university operates a summer session that is required for some programs and optional for others. The university also offers traditional undergraduate courses in a May Term at the beginning of the summer semester.

The unit of credit is the semester hour, represented by 50 minutes of instruction each week for 15 weeks plus 2 hours of work outside of class each week. One credit unit for prior learning or for courses or classes offered in different formats (hybrid courses, intensives, labs, dissertation, etc.) represents the equivalent learning of that of the traditional semester hour (approximately 45 hours of engagement).

Credit for all courses is indicated in semester hours. All student requirements, advancements, and classifications are based on these units.

In addition to traditional course formats, some courses are offered online, or partially online (hybrid). Some programs are offered through a cohort model in which small groups of students are enrolled in class together through the entire program.

Credit for Applied Lessons and Ensemble Courses

Credit for applied lessons and ensemble courses is awarded as follows:

- Applied lessons: Students may enroll for either one 30-minute applied lesson per week for .5 credit, or one 60-minute applied lesson per week for 1 credit, with 13 lessons per semester. Although individual applied instructors' studio policies vary, a minimum of three hours practice per week is assumed.
- Ensemble courses: Students may enroll for ensembles for credit as follows:
  - Major ensembles (Concert Choir MUSA125C/325C, Symphonic Band MUSA145B/345B and Chehalem Symphony Orchestra MUSA155/355) may be taken for 0, 1 or 2 credits. These ensembles rehearse between 120 and 300 minutes per week and have substantial involvement outside of class time.
  - Other ensembles may be taken for 0 or 1 credit. These ensembles rehearse less time per week and have less out-of-class involvement.
  - The zero-credit option is available so that students can participate in ensembles and still have it show on their college transcripts.

Verification of Enrollment

Enrollment verifications serve as proof of student status at George Fox University. Insurance companies, loan agencies, and other organizations may require enrollment verification in order for students to be eligible for certain benefits. The registrar's office serves as the coordinator of enrollment information for the university.

George Fox University coordinates submission of enrollment data with the National Student Clearinghouse which communicates student enrollment data directly with lenders. In most cases, loan verifications documents are not necessary since the Clearinghouse will communicate information directly to lenders. Students who need an enrollment verification certificate can also process one personally via MyGFU.

Official Withdrawal from the University

To officially cease enrollment at George Fox University either during or at the end of a semester/enrollment period, the student must notify the registrar's office of their departure via the online Withdrawal/Leave of Absence form (login required). Any other means of communication to the university is not considered official notification. The official withdrawal date is the date on which the student submits the Withdrawal/Leave of Absence form.

End-of-Semester Withdrawal

If a student withdraws from the university after the end of a semester and before the beginning of their subsequent semester then all future enrollment will be dropped with no grade penalty.

Mid-Semester Withdrawal

If a student withdraws from the university during a semester their class enrollments will be managed based on the university's established rules for the add/drop and withdrawal periods, taking into account session dates. Once the last day of the semester has passed a mid-semester withdrawal is not available and will be processed as an end-of-semester withdrawal. Any student who withdraws from the university mid-semester is not eligible to be readmitted to the institution until the beginning of a subsequent semester.

General Information

Withdrawn students lose enrollment privileges immediately following their withdrawal from the university. These services may include, but are not limited to, e-mail, library, student activities, food service, on-campus housing, health, and other related services associated with enrolled student status.

The student is responsible to return all institutional property to the appropriate office or department, such as library books, keys, athletic equipment, and lab equipment. Students are financially responsible for all items not returned.

The student will be notified by Student Financial Services of financial obligations when the withdrawal calculation is completed. For a copy of or examples of the removal of institutional charges policy, please contact Student Accounts.

Rescind Notification of Intent to Withdraw

If a student wishes to cancel his or her official withdrawal from the institution that student must submit written notification to the registrar's office. This rescinds the student's notification of intent to withdraw. The university reserves the right to deny withdrawal rescindment.

Unofficial Withdrawal

If a student fails to follow the official withdrawal process during a semester and ceases to attend, he or she will be considered to have unofficially withdrawn. Generally the student will be awarded F grades for all courses affected by an unofficial withdrawal. The student will be responsible for all tuition and fees for the semester. For information on impact to financial aid, please contact Financial Aid.

Passive Withdrawal

If a student fails to enroll in a subsequent required semester (based on continuous enrollment requirements for their program) without following the official withdrawal/leave of absence procedure, they will be passively withdrawn from the university and must seek readmission.

Appeal

An appeal of the established withdrawal date is to be submitted in writing to the registrar's office within 60 days from the established withdrawal date.

Registration

Students are required to register for classes and be enrolled prior to attendance. All students are expected to register online, within the time period designated on the university calendar and to begin classes on the first day. In addition, each student should be aware of the regulations that appear under Course Numbering System (located in the online catalog).

Please see the following policies for more information about registration practices:

- Adding/Dropping Classes
- Withdrawal from Courses
- Responsibility for Schedule Changes
- Waiting Lists
- Field Education
- Special Study Courses
- Irregular Credit Hour Course Registration
- Auditing Courses
- Pass/No Pass Registration Option
- OAICU Cross-Registration

Auditing Classes

Only students who have officially registered as such may audit a course. Audit registration is subject to class availability. Audit students who initially register for a course with limited enrollment may later be dropped if additional students register to take the course for credit. Audits are disallowed in the following courses:

1. Courses that are required to fulfill the student's degree plan,
2. Courses the student will later take for credit, and
3. Courses in which the professor or department disallows audits

In order for an audit to be recorded on a student's transcript, the student must attend seventy-five percent of the course lectures. If the student does not meet the minimum requirement of attendance, at the recommendation of the professor, the student will be withdrawn from the audit, and the audit will not be recorded on the student's transcript.

An audit course may not be changed to a credit course retroactively. For graduate and degree completion students, a credit course cannot be changed from credit to audit following the stated "add/drop period" for the course. For traditional undergraduate students, a credit course cannot be changed from credit to audit following the end of the fourth week of the fall/spring semester (please contact the Registrar's Office for information regarding summer deadlines).

Auditors pay the regular tuition rate for audited classes. Traditional undergraduate students' tuition charges may exceed the block-rate tuition if the audited course causes them to exceed the 18-hour maximum.

Registration Changes

Adding/Dropping Classes

After classes begin, registration changes (add or drop) must have the approval of the student's advisor. Adding a class during the second week of the course also requires consent of the instructor. A course change fee will be assessed for all registration changes made after the stated deadline (see the university calendar). The last day to add or drop courses is established on the university calendar but is generally the end of the second week of the semester (a different period exists for classes meeting less than the entire semester).

Field Education

Field education, commonly referred to as "field experience," "internship," or "cultural experience," usually takes place off-campus, yet is an integral part of the student's academic experience. Its purpose is to promote personal and career development by integrating classroom study with planned and supervised practical experience in vocational, educational, or cultural activities outside the classroom.

Enrollment in field education is an elective option in certain majors or graduate programs and a requirement in others. Students should refer to catalog requirements to determine how field education applies. The program is open to George Fox University students only.

Academic credit may be earned through participation in an approved field education program. For traditional undergraduate students, two types of off-campus experiences are available: career and cultural. The career-oriented field experience focuses on two levels, which are "exploratory" (275) and "preparatory" (475). These two levels provide opportunity for initial exposure to a career-interest area and for realistic preparation toward a chosen field. A full-time undergraduate student may register for up to 12 credit hours of field education coursework during one semester. Part-time involvement can generate credit at the same rate as other methods of learning. *Thirty to 45 clock hours per semester are required for one hour of credit.* A maximum of 20 hours may be accumulated in field education between numbers 275, 375, and 475. A maximum of 12 hours between the career-oriented options, 275 and 475, may be applied to a degree (the 12 credit maximum also applies to students earning a second bachelor's degree).

Applications for field experience should be requested through the IDEA Center. Applications must be completed, approved by the department chairperson, and submitted to the registrar’s office for enrollment. The vital link to a successful field experience is the faculty sponsor (supervisor) with whom the learning plan is developed and carried out. The program also necessitates a field supervisor at the location of service or employment with whom the faculty sponsor and student interrelate.

Evaluation of the field experience is based upon successful completion of the stated individualized objectives in the learning plan. Field experience is graded pass/no pass.

Irregular Credit Hour Course Registration

Students must register for the number of hours that are assigned to a course offered during a given semester. In exceptional cases, a student may be given permission by the registrar's office to reduce the credit hours for a course by one or two credit hours.

A student can seek such special approval only if:

1. The reduced hours would otherwise count as "extra hours" not needed in the student's degree program requirements; and
2. The professor is agreeable to the reduction. The professor has the option of requiring the student to complete all course requirements even when less credit is granted.

In some cases, students may seek to complete additional credit hours directly related to content of a course for which they may be enrolled during a given semester but beyond the number of semester credits for which the course is offered. Rather than creating and registering for a separate special study course, students can, with approval from the course instructor, department chair/program director, and the registrar, add requirements to those already specified for the course (based on the syllabus). Doing so requires that students specify the additional requirements to be completed, means of evaluation, supporting statement from the instructor, and the number of credit hours by which the course registration is requested to be increased. This information must be submitted to the registrar's office by the end of the add/drop period for the semester.

OAICU Cross-Registration

A full-time student (undergraduate or graduate) may take one course a semester for no additional tuition (if total credits do not exceed 18 semester hours for undergraduate students) at one of the neighboring institutions in the Oregon Alliance of Independent Colleges and Universities (OAICU). Only courses not available at George Fox campus may be selected. Cross-registration is initiated by application through the registrar's office. Registration requires approval by the registrar at both the host institution and George Fox University.

Cross-Registration Policies

1. Students enrolled full-time at the home Alliance institution may be eligible to take a minimum of one undergraduate course per term at another Alliance campus. Exceptions to this policy must have approval of both campus registrars.
2. No additional tuition will be charged for the cross-registered course by either institution, except that:
    a. If the home institution has an "overload" tuition policy it may charge additional tuition if the course is taken on an "overload" basis, or
    b. The host campus may charge special course fees (e.g. laboratory fees) if such fees apply to all students enrolled in the course.
3. Students may not cross-register for a course that is offered on their own campus unless legitimate scheduling conflicts prevent taking it.
4. Approval of both home and host campus registrars is mandatory.
5. Cross-registered students are permitted on a "space available" basis. The host campus has the right to ensure that all of its own students have had an opportunity to enroll before accepting cross-registrants. Further, institutions have the right to exclude cross-registration in certain programs.
6. Students are bound by host campus policies on such matters as auditing, class attendance, grading and add/drop procedures, deadlines, library use, standards of conduct, examinations, parking regulations, etc.
7. Students wishing to drop or withdraw from a cross-registration course must have approval of both home and host campus registrars and complete all appropriate forms, particularly at the host campus.

Registration Procedures

1. Student consults with home campus academic advisor and registrar to determine potential course's appropriateness and applicability to his/her academic program, and to verify course availability and host campus registration deadlines.
2. Student obtains cross-registration form and secures signature from home campus registrar and is responsible for completing all items. Student then carries form to host campus registrar, secures host registrar's signature and, at that time, completes any host campus registration procedures.
3. Host registrar sends copy of completed form to home registrar.
4. Host campus instructor reports grade to host campus registrar.
5. Host campus registrar reports grade to home campus registrar via transmittal of an official host campus transcript attached to the white Alliance form.

6. Home campus registrar adds transcripted information to student's permanent academic record.

Questions about OAICU cross-registration can be directed to the Registrar's Office (503-554-2218 or registrar@georgefox.edu). Financial questions about OAICU cross-registration can be directed to Jenny Getsinger.

Pass/No Pass Registration Option

An application form requesting that the grading basis for a course be changed from letter grade to pass/no pass must be filed with the Registrar's Office no later than the end of the fourth week of the semester.

An undergraduate student who has a cumulative GPA of 2.0 or better and who has completed 62 semester hours may choose to take one course per semester on a pass/no pass basis from elective courses outside his or her major and the university's general education requirements. For undergraduate courses, the class instructor submits a regular grade to the Registrar, who converts the regular grade of C- or better into a pass. A grade below C- becomes a no pass, and the course must be repeated at a satisfactory level to receive credit.

Seminary students may elect to complete some courses on a pass/no pass basis as noted for the following programs:

- MASF — One CHTH/BIST elective course
- MATS — Two concentration courses (6 hours) *(Pass/No Pass is not a recommended option for students pursuing further academic work)*
- MDiv — Four general elective courses (12 hours)

For seminary courses, the class instructor submits a regular grade to the Registrar, who converts the regular grade of B- or better into a pass. A grade below B- becomes a no pass, and the course must be repeated at a satisfactory level to receive credit.

Some courses have a specifically designated grading scheme of pass/no pass (see the university catalog for a listing of such courses). All other courses at the university are assigned letter grades (see the grading scale for more information on letter grades).

Responsibility for Schedule Changes

Students are responsible for monitoring their academic record including verification of registration (adding or removing of any courses as appropriate) at the start of each semester. Any registration change not processed in a timely manner during the add/drop period will necessitate approval through the academic petition process which requires that extenuating circumstances be established for approval. In addition, any petitions to add or remove academic credit must be submitted within one calendar year following the last day of the semester in question or the petition will not be considered.

Individualized and Independent Study Courses

Individualized Study Courses

Courses designated as individualized studies (with course numbers typically ending in X95) are special study programs not a part of the regular curriculum. Such courses entail research or experience in a particular department with the guidance of an instructor.

Undergraduate students may not enroll in more than 4 individualized study hours in any regular semester and may not accumulate more than 12 individualized study hours toward a degree program.

Independent Study Courses

Required courses in a student's degree program are not routinely approved to be completed by independent study except in extenuating circumstances. Such circumstances include events that could not have been prevented or anticipated by the student and were beyond his or her control. Examples of situations that will not necessarily be considered extenuating include being too busy, employment demands, or a change of the semester of graduation. Requests to complete a required course by independent study must be approved by the supervising instructor, the department chair/program director, the school dean, and the registrar. Application forms are available from the registrar and, when completed, become a learning contract between the student and the instructor.

Waitlisting Policy

Waitlisting for Classes

Students may be waitlisted for a course that has reached maximum enrollment. Not all courses allow waitlists, at the discretion of the academic department or the registrar's office. Waitlisted hours do not count toward the minimum credit hours required for full-time enrollment.

1. Students may waitlist for courses until the end of the first week of classes.
2. The registrar's office will consistently fill available spaces in classes from waitlists. Students will be notified of their subsequent enrollment in a course via email. It is the student's responsibility to monitor their class schedule through MyGFU.
3. Waitlisted students will receive enrollment priority based on the order in which they waitlist for the course. If the first student on the waitlist has a hold that prevents registration, the next student on the waitlist will be enrolled instead. The student with the hold will remain first on the waitlist. Instructors may review waitlists and request that certain students receive special priority due to extenuating circumstances (course required for graduation, course required for major, etc.)
4. If a department chairperson wishes to increase the maximum enrollment for a course in order to accommodate some or all of the students on a waitlist they may contact the registrar's office via e-mail with the request.
5. Students will be enrolled in classes for which they are waitlisted even if the class creates a schedule conflict or the additional credit hours put the student over the tuition block maximum of 18 credit hours. The student must resolve resulting conflicts by making any necessary changes to their schedule in MyGFU.
6. Students who are waitlisted for a class may not attend the class until they are officially enrolled.
7. Waitlists will be eliminated at the end of the first week of the semester, with the exception of Juniors Abroad waitlists.

Withdrawal from Courses

A student wishing to withdraw from a course must complete the “drop classes” action available in the Student Center in MyGFU. Without submission of the request, a failing grade will be recorded for all courses involved. Withdrawal from a course is available following the add/drop period and prior to the “last date to withdraw” from the course. The “last date to withdraw” is at the end of the 10th week of the semester (or 10/16ths of the class session for partial term courses).

Withdrawn classes will receive a transcript record of “W” which does not calculate in a student’s grade point average. Failure to withdraw from a course prior to the last date to withdraw will result in a failing grade or posting of “earned grade” by the course instructor. Late withdrawal from a course (after the “last date to withdraw”) is available from the end of the withdraw period through the last day of the semester or session by contacting the Registrar’s Office. This results in a grade of “WF,” which calculates as an “F” (0.00 grade points) in a student’s grade point average, but does indicate that the student attempted to withdraw prior to the last day of the semester or session.

Student Classification

Classification is based upon each student's academic standing in terms of credit hours and grade points at the beginning of the semester. New students will be classified as regular students or provisional students when entrance requirements have been met and official transcripts have been received and evaluated.

Please see the following policies for more information about student classification:

Enrollment Status
Regular Students
Special Students
Probational and Provisional Students
VA Students
ROTC Program
Auditors

Enrollment Status

Full-time student status in all undergraduate degree programs is 12 semester hours. A student need not maintain full-time status, but should be aware of the continuous enrollment policy for their program, and of the impact of enrollment status on possible financial aid.

Levels of enrollment for undergraduate degree programs are:

- Full-time = 12 or more credit hours
- Three-quarter-time = 9-11 credit hours
- Half-time = 6-8 credit hours
- Less than half-time = less than 6 credit hours

Full-time student status in all graduate (including seminary) degree programs is 8 semester hours. A student need not maintain full-time status, but should be aware of the continuous enrollment policy for their program, and of the impact of enrollment status on possible financial aid.

Levels of enrollment for graduate degree programs are:

- Full-time = 8 or more credit hours
- Three-quarter-time = 6-7 credit hours
- Half-time = 4-5 credit hours
- Less than half-time = less than 4 credit hours

Some financial aid programs and student housing are limited to those enrolled full-time. Generally, only full-time students may represent the university in an official capacity or may hold a major office in a student organization.

International students with some visa types must maintain full-time status to remain in compliance with U.S. immigration regulations. Students can contact the International Student Services office for more information.

Probational and Provisional Students

A student whose cumulative GPA falls below the level established for satisfactory academic progress (see Satisfactory Academic Progress and Eligibility) will be classified as a probation student. A student placed on probation status may continue to receive financial aid, subject to financial aid policies. An applicant who does not meet expectations for admission may be admitted as a provisional student. A provisional student will not be advanced to regular status until these requirements are satisfied. Some programs may limit the number of hours for which a provisional student may enroll.

Regular Students

Students who have satisfied entrance requirements and are following a program leading to a degree are called regular students. They are classified as follows:

Freshmen: students who have completed fewer than 31 semester hours
Sophomores: students who have completed 31 semester hours
Juniors: students who have completed 62 semester hours
Seniors: students who have completed 93 semester hours
Graduate: students enrolled in a master or doctoral program who generally have a BA or BS degree from a regionally accredited college or university

Hours accepted in transfer to programs at George Fox will be counted toward completed hours for the categories above.

Auditors

Subject to instructor and/or program director and/or chair approval, any regular or special student may audit courses from which he or she wishes to derive benefit without fulfilling credit requirements. Auditors are not permitted in some programs because of the cohort model and program requirements. Additionally, prerequisite course requirements must be met before approval to audit will be granted. This must be established with the registrar at time of registration. Class attendance standards are to be met.

ROTC Program

Through a cooperative agreement with the University of Portland, George Fox University students may participate in the Air Force Reserve Officers Training Corps (AFROTC) Program offered on the University of Portland campus. For more information, see the University of Portland AFROTC website or contact the professor of aerospace studies, University of Portland, Portland, OR 97203, 503-943-7216.

Special Students

“Special student” is the term used for either of the following:

1. A student who is not seeking a George Fox University degree. This student is taking courses for personal enrichment or professional certification.
2. A student who is interested in pursuing a George Fox University degree but has not been formally admitted to study.

Any special student wishing to enter a degree program must fulfill regular admission requirements and be admitted. Special student enrollment does not guarantee subsequent admission to any program/department.

Special students may be required to receive permission from the director or chair of the program prior to enrolling in courses. Some graduate programs limit the number of hours a special student may take or require special approval.

Because of the format of the MAT, MBA, DMin, DPT and cohort portion of the degree completion programs, attendance as a special student is not permitted. The Graduate School of Clinical Psychology chairperson must approve attendance in the PsyD program for special, nonadmitted students.

Tuition is based on the current per-credit-hour rate. See Special Student Registration for more information on registration fees and policies for Special Students.

VA Students

The university is listed with the U.S. government as a recognized graduate school for the training of veterans. All prospective students eligible for VA assistance should review information provided by Student Financial Services about VA-approved programs and follow procedures required by the Veterans Affairs for transfer of training to George Fox University. To be recommended for VA assistance, the student must continue as a bona fide registrant throughout the semester. Those receiving VA assistance must meet the minimum academic standards of the university for enrollment and progress toward degree completion and to enroll must have an approved VA benefits voucher authorizing payment.

Prior Credit:

Any veteran receiving GI Bill benefits while attending George Fox University is required to obtain transcripts from all previously attended schools and submit them to the VA School Official for reveiw of prior credit.

Grading System

Semester grades, used to calculate both a semester grade point average (GPA) and cumulative GPA, are posted on the student's transcript and are available to the student two weeks following the close of each semester. The GPA is based on George Fox University credits only (credits transferred to George Fox are accepted without grade).

Semester grades are determined by the instructor's evaluation of the student's daily participation in class, performance on periodic tests, work on research papers and class projects, and achievement on final examinations. Grade points are assigned for each hour of credit earned according to the following system:

Letter Grade	Meaning	Points Per Semester Hour
A	Superior	4.0
A-		3.7
B+		3.3
B	Good	3.0
B-		2.7
C+		2.3
C	Average	2.0
C-		1.7
D+		1.3
D	Passing but inferior	1.0
F	Failing	0.0
WF	Withdraw Failing	0.0

Not computed in GPA

P	Pass
NP	No Pass
I	Incomplete
W	Withdraw
X	No grade reported by instructor
AU	Audit, no credit
WAU	Withdrawn Audit
NAU	Not Attended Audit

Plus (+) and minus (-) grades may be designated by a professor and will be entered on the transcript. Points will be calculated for the student's GPA accordingly.

Undergraduate Grading Criteria

Grades below D are universally unacceptable within undergraduate programs at the university. Grades below C- (but higher than F) will meet general education requirements. However, a minimum grade of C- is required for all undergraduate courses that function as prerequisites to insure that students have an adequate foundation for more advanced concepts. Students who do not attain the minimum grade of C- for a prerequisite course must retake the course for a higher grade before proceeding with additional courses.

Graduate Grading Criteria

Grades below C- are universally unacceptable within graduate programs at the university. Passing or acceptable grades vary by program. Individual program standards may be higher as specified in the university catalog.

Incomplete and Missing Grades

An Incomplete (I) grade is allowed as specified in the Incomplete Policy. An X grade indicates the instructor did not report a grade to the registrar's office.

Repeated Courses

With the exception of classes that are designed as repeatable for credit, students may receive credit only once for a class. Students may repeat classes not repeatable for credit if they wish to attempt to receive a higher grade on a subsequent attempt. When a class is repeated, only the most recent grade will be applied to term and cumulative statistics.

There is no limit to the repeat of failed courses (notwithstanding suspension, academic holds, or other holds in general that would prevent registration). Students who fail a course and then repeat the course and receive a passing grade (D or above), may retake the course one additional time. Students who pass a course (D or above) can retake the course one additional time. In other words, once a passing grade (D or above) has been received for two attempts of a class, no more repeats may be attempted.

If a student has reached their maximum retakes in a course they will be prevented from registering for that course. If they wish to repeat the course without financial aid eligibility they must appeal to the registrar’s office. If approved, the course will be ineligible for financial aid.

Please see the following policies for more information about grading

Appeal of Grades
Graduation Honors
Incomplete Grade Policy

Appeal of Grades

Grade appeals should not be made frivolously but in good faith. Appropriate grounds for grade appeals include situations in which the grade given is alleged to be inconsistent with the course syllabus or in which inappropriate professional conduct or unfairness have influences the grade.

In order to appeal a grade student a student must be prepared to document performance on all coursework and explain why the student's grade is not consistent with the course expectations expressed in the syllabus. To submit an appeal, a student should follow the steps below (if resolution is not achieved, a student should proceed to the next step):

1. Student meets with faculty member to discuss rationale for grade change.

   The student wishing to appeal a course grade must meet with the faculty member within the first three (3) academic weeks (excluding May Term) following the awarding of the disputed grade. If resolution is not made after meeting with the faculty member, the student may elect to pursue a formal appeal.

2. Student sends written appeal to the Academic Affairs Office.

   The student wishing to pursue an appeal must do so within ten (10) working days of meeting with the faculty member. The form for appeal is available for download.

3. The school dean discusses the appeal with the faculty member and student.

   A decision in rendered by the school dean and communicated in writing from the dean to the faculty member and the student. A copy is kept in the academic affairs office and sent, along with the original Academic Appeal Form, to the registrar's office to be kept with the student's official academic record.

4. The school dean's decision may be appealed to the Academic Appeals Board.

   If the student is not satisfied with the decision of the school dean, a hearing by the Academic Appeals Board may be requested. To request a hearing, the student must submit a written appeal to the Academic Appeals Board within ten (10) working days after receipt of the written decision from the school dean.

5. The Academic Appeals Board decides whether or not to hear the appeal.

   If the board meets to consider the appeal, the decision of the board is submitted in writing to the provost, school dean, faculty member, and the student. A copy of the decision will also be forwarded to the registrar's office to be kept with the student's official academic record.

The decision made by the Academic Appeals Board is final.

Graduation Honors

Summa cum laude is awarded to undergraduate students with a cumulative GPA of 3.9-4.0, magna cum laude to those with a 3.7-3.899 GPA, and cum laude to those with a 3.5- 3.699 GPA. Transfer students must have completed at least 60 hours at George Fox University to be eligible for honors at graduation.

Honors in the commencement program are computed on grades through the fall semester for spring graduation, and through the previous spring semester for fall graduation. Honors on the final record and transcript are based on all grades received at George Fox University. Additional information about honors recognition requirements at commencement is available here.

Graduation honors are not awarded to graduate students.

Incomplete Grade Policy

Occasionally, extenuating circumstances (see criteria below) occur that prevent students from completing coursework during a given semester such as when a student incurs extended illness or unforeseeable circumstances that make it impossible to meet course requirements on time. In such occasions, a student may apply for an incomplete for the course. Assigning an incomplete is at the discretion of the course instructor and is available for a maximum of one semester following the term in which the original course was offered (e.g., end of spring semester for a fall semester course). Additional time granted to complete course work will normally not exceed the amount of time lost due to the extenuating circumstances. Final approval or denial of the request is made by the registrar.

Incomplete Application

An incomplete grade request form is initiated with the course instructor. Application for an incomplete must be made prior to the end of the session in which the course was offered. Failure to apply for an incomplete prior to the end of the session will result in denial of the incomplete unless an academic petition is submitted and approved allowing the incomplete based on circumstances that prevented filing the application within the stated deadline. The instructor must indicate on the form the work to be completed, due date, and grade to be assigned if the work is not completed by the due date. An incomplete course not completed by the date indicated will be changed to the grade assigned on the incomplete form.

Incomplete grades are unavailable for courses in which the instructor has determined that the student must repeat course content (re-enrollment) in order to successfully complete the course. In such cases, students should instead consider withdrawal and subsequent reenrollment when the course is next offered. Withdrawal following the “last date to withdraw” for a course or term (see Adding/Dropping Classes above) requires approval by academic petition.

Extenuating Circumstance Criteria

Extenuating circumstances for the purpose of granting additional time to complete course work include death in the family, serious accident or illness resulting in an inability to attend class or do the required work, unusual circumstances surrounding the birth of a child, visa problems for international students, and similarly mitigating circumstances which could not have been prevented or anticipated by the student and were completely beyond his or her control. Examples of situations that will not be considered extenuating include being too busy, employment demands, minor illness, and responsibilities from optional responsibilities.

Academic Standing

Academic standing pertains to student status with the institution. All students at George Fox have specific academic expectations for which they are responsible. Eligibility for certain activities, financial aid, and continuation as a student at the university is dependent on student standing.

Please see the following policies for more information about academic standing:

- Academic Honesty
- Good Standing
- Dean’s List
- Satisfactory Academic Progress and Eligibility
- Academic Warning, Probation and Dismissal - Undergraduate Students
- Academic Warning, Probation and Dismissal - Graduate Students

Academic Honesty

It is assumed that all students at George Fox University will endeavor to be honest and of high integrity in all matters pertaining to university life. A lack of respect and integrity is evidenced by cheating, fabricating, plagiarizing, misuse of keys and facilities, removing books and other property not one's own, defacing and altering property, and disrupting classes.

Cheating is defined as intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise. It is assumed that whatever work is submitted is the student’s own work and is new work for that course. Fabrication is defined as intentional and unauthorized falsification or invention of any information or citation in an academic exercise or form. Plagiarism is defined as representing the words or ideas of another as one's own in any academic exercise. One who facilitates any of the above is equally responsible with the primary violator.

Penalties may include restitution, a failing grade on an individual paper or exam, loss of campus position or employment, a failing grade for the course, disciplinary probation, suspension, or dismissal. The Office of Academic Affairs handles academic dishonesty issues in conjunction with the Office of Student Life.

Good Standing Policy

Students are considered to be in good standing with the university unless placed on academic or disciplinary probation (as outlined in the discipline sanctioning process). Not being in good standing may affect a student's participation in specific curricular or co-curricular activities. In addition, certification of good standing is not possible if a student is under academic or disciplinary probation or suspension.

Dean's List

Traditional undergraduate students who achieve and maintain a 3.5 grade point average or above on 12 or more hours of graded work completed by the end of the semester are eligible for the dean’s list for that semester. Student information noting the accomplishment is submitted to each student's hometown newspaper provided that information has been submitted to the university via MyGFU. Information is submitted to newspapers sometime following the end of the semester and the submission of grades by faculty.

Satisfactory Academic Progress and Eligibility

Students are expected to maintain satisfactory academic progress. Satisfactory academic progress toward a degree as a full-time student is defined as completion at a rate not to exceed 150 percent of the published length of the program.

Degree	Published Length (years)	150% (years)	Miniumum GPA
BA	4.0	6.0	2.00
BS	4.0	6.0	2.00
BSAT	4.0	6.0	2.00
BSW	4.0	6.0	2.00
BA (degree completion)	1.5	2.25	2.00
BS (degree-completion)	1.5	2.25	2.00
MA	2.0	3.0	3.00
MATS	2.0	3.0	3.00
MDiv	3.0	4.5	3.00
MEd	1.0	1.5	3.00
MAT	1.0	1.5	3.00
MBA	2.2	3.3	3.00
DBA/DMgt	3.5	7.0	3.00
DMin	3.0	4.5	3.00
EdD	4.0	6.0	3.00
PsyD	5.0	7.5	3.00

Undergraduate Student GPA Requirements

Undergraduate students need to maintain a cumulative GPA of 1.7 (1-15 hours), 1.8 (16-31 hours), 1.9 (32-47 hours), and 2.0 thereafter. In any case, students entering their third calendar year must be at 2.0 or higher to be maintaining satisfactory academic progress. The standard for satisfactory academic progress for students attending at a less than full-time rate will be adjusted based on the rate of enrollment.

Students who do not maintain satisfactory academic progress will generally not be eligible for financial aid. For additional information on the impact of satisfactory academic progress on financial aid, see Financial Aid Satisfactory Academic Progress. In addition, their academic standing will be affected as described in the Probation section.

Academic Good Standing for Athletics

To remain in good academic standing, a student must not be on academic probation and must have successfully completed at least 24 semester credits during the two most recent semesters. Summer semester classes (taken at George Fox or taken at another institution and meeting transfer requirements) can be included in this total as a trailer to the previous spring semester. Student athletes must maintain enrollment in a minimum of 12 semester credits each semester. If, at any time in the semester, a student drops or withdraws from enough credits to go below 12 graded units (which can include pass/no pass classes), they are immediately ineligible.

Students must be in good standing to be eligible to participate in intercollegiate athletics sponsored by the university. See the University Catalog for warning, probation, and suspension policies.

Eligibility for Cocurricular Activities

To be eligible for student government positions, a student must maintain a GPA of 2.25 or higher.

In order to participate in cocurricular performances and activities in drama and music, students must remain in good academic standing; see the University Catalog for warning, probation, and suspension policies. Students must not be on academic probation and must have successfully completed at least 24 semester credits during the two most recent semesters. Summer semester classes (taken at George Fox or taken at another institution and meeting transfer requirements) can be included in this total as a trailer to the previous spring semester.

Graduate Student GPA Requirements

Graduate students should receive no grade lower than a B in designated graduate courses (see relevant program guide for a list of these courses). If students do not meet this standard, they must retake the course or courses and perform at a B level or better.

Academic warning, probation, or suspension may also be issued to graduate students for the following reasons:

- A grade of C in more than 6 hours of coursework
- A grade of D or F in any course
- A failing (no pass) grade in practica/internship
- A semester GPA below 3.0 for two consecutive semesters
- Failure to retake a course in a timely manner as specified by the school dean

The standard for satisfactory academic progress for students attending at a less than full-time rate will be adjusted based on the rate of enrollment.

Seminary Student GPA Requirements

Seminary students should receive no grade lower than a C- in program coursework. Students who do not meet this standard must retake the course or courses and perform at a C- level or better.

Academic warning, probation, or suspension may also be issued to graduate students for the following reasons:

- A grade of C in more than 6 hours of coursework
- A grade of D or F in any course
- A failing (no pass) grade in practica/internship
- A semester GPA below 3.0 for two consecutive semesters
- Failure to retake a course in a timely manner as specified by the school dean

The standard for satisfactory academic progress for students attending at a less than full-time rate will be adjusted based on the rate of enrollment.

Academic Warning, Probation, Suspension, and Dismissal for Graduate Students

Academic Warning

Whenever the GPA for a given semester is below 3.0, but the cumulative GPA is at or above the required minimum for satisfactory academic progress, the student receives an academic warning. This warning alerts the student to potential difficulties and to potential loss of financial aid eligibility. The student is encouraged to contact his or her academic advisor, who will assist in the development of improved study plans.

Academic Probation

A student is placed on academic probation when his or her cumulative GPA falls below a 3.0. The student is given one semester of probation to achieve the above standard, after which a student may be suspended.

Academic Suspension

A student not making satisfactory academic progress may be suspended. After one or more semesters have elapsed, the student may apply for readmission, and if admitted, reenter provisionally. The university may suspend any student who fails to earn a GPA of 2.0 during a semester, regardless of classification or number of hours completed.

Academic Dismissal

A student not making satisfactory academic progress may be dismissed from the university. Students who are dismissed may not apply for readmission to George Fox University. The university may dismiss any student who fails to earn a GPA of 1.0 during a semester, regardless of classification or number of hours completed.

Probation and Academic Standing Appeals

Academic actions can be appealed to the Academic Standing Committee or appropriate university authorities. This committee may repeal suspensions of students not making satisfactory academic progress when it deems the failure to be due to exceptional circumstances and judges the student has a reasonable chance to meet graduation requirements. Appeals are taken to be good faith actions that request reexamination of academic decisions. Submissions must be in writing delivered to the Office of Academic Affairs. All appeals must be made within limited time frames depending upon the action being appealed. A successful academic appeal does not necessarily result in a reinstatement of financial aid eligibility. A student who has lost aid eligibility due to insufficient satisfactory academic progress and who is wishing to appeal to have his or her financial aid reinstated must do so through the Student Financial Services office.

Program Specific Requirements

Each graduate program has Academic Standing requirements specific to their program to may be more stringent than what is outlined above. Please see specific program details for more information.

College of Behavioral Science and Health Professions - Psychology

College of Business

College of Education

George Fox Evangelical Seminary

Academic Warning, Probation, Suspension, and Dismissal for Undergraduate Students

Academic Warning

Whenever the GPA for a given semester is below 2.0, but the cumulative GPA is at or above the required minimum for satisfactory academic progress, the student receives an academic warning. This warning alerts the student to potential difficulties and to potential loss of financial aid eligibility. The student is encouraged to contact his or her academic advisor, who will assist in the development of improved study plans.

Academic Probation

A student is placed on academic probation when his or her cumulative GPA falls below the following standard: 1.7 (1-15 hours), 1.8 (16-31 hours), 1.9 (32-47 hours), and 2.0 thereafter. The student is given one semester of probation to achieve the above standard, after which a student may be suspended. Beginning freshmen may be allowed up to three semesters of academic experience before being suspended. Students who are in their third calendar year and later may be given additional semesters of probation rather than suspension if they show a reasonable chance of meeting graduation standards.

Academic Suspension

A student not making satisfactory academic progress may be suspended. After one or more semesters have elapsed, the student may apply for readmission, and if admitted, reenter provisionally. The university may suspend any student who fails to earn a GPA of 1.0 during a semester, regardless of classification or number of hours completed.

Academic Dismissal

A student not making satisfactory academic progress may be dismissed from the university. Students who are dismissed may not apply for readmission to George Fox University. The university may dismiss any student who fails to earn a GPA of 1.0 during a semester, regardless of classification or number of hours completed.

Probation and Academic Standing Appeals

Academic actions can be appealed to the Undergraduate Academic Standing Committee or appropriate university authorities. This committee may repeal suspensions of students not making satisfactory academic progress when it deems the failure to be due to exceptional circumstances and judges the student has a reasonable chance to meet graduation requirements. Appeals are taken to be good faith actions that request reexamination of academic decisions. Submissions must be in writing delivered to the Office of Academic Affairs. All appeals must be made within limited time

frames depending upon the action being appealed. A successful academic appeal does not necessarily result in a reinstatement of financial aid eligibility. A student who has lost aid eligibility due to insufficient satisfactory academic progress and who is wishing to appeal to have his or her financial aid reinstated must do so through the Student Financial Services office.

Graduation

Specific policies pertain to graduation from programs at George Fox University including participation in commencement. Those policies include:

Application for Graduation
Degree/Certificate Conferral
Commencement Participation

Application for Graduation

Students must apply for graduation as they near the completion of their programs (degree, certificate, or otherwise). Application can be made by completing a form available through the registrar's office. Among the required information is the specified diploma or certificate name (see Student Name requirements for additional information). Failure to apply for graduation in a timely manner may result in delayed degree conferral, inability to participate in a commencement ceremony, or a late graduation fee. The registrar's office posts application deadlines for each program.

Following the application for graduation, registrar staff will review a student's degree audit and Student Financial Services will post the graduation fee (as may be required for each program) to each student's account. Graduation fees cover all aspects of the graduation and degree conferral process and are necessary regardless of each student's participation in a commencement ceremony.

Conferral of Degree without Application for Degree – Current Students

If a student completes all graduation requirements but fails to complete an application for degree, the Registrar's Office can confer the student's degree as of the term and date requirements were completed. Conferral of the degree will result in a graduation fee being charged to the student's account. The student account must be in good standing for the transcript and diploma to be released.

The student's "Primary Name" as listed in MyGFU will be used for the diploma name. The diploma will be mailed to the student's "Home" address as listed in MyGFU. If the diploma is not received by the student, or is returned to the Registrar's Office as undeliverable, the student may request, and pay for, a replacement diploma (link). After receiving the diploma, if the student wishes to change the way their name appears on their diploma they may complete the Name Change form (link) and order, and pay for, a replacement diploma (link).

The student will be notified, at their George Fox University e-mail address, when their degree has been conferred. If the student wishes to participate in commencement, they must complete the Application for Degree form (link) before the deadline for the commencement ceremony immediately subsequent to their degree conferral term and date. Regardless of participation, the student's name will appear in the commencement program. The student is not eligible to participate in a later commencement ceremony.

The normal processing timeline of four to six weeks for production and mailing of the diploma will apply. Any student wishing to rush the conferral of their degree and production of their diploma must complete the Application for Degree and request, and pay for, an Expedited Degree Conferral (link).

Conferral of Degree – Students Not Currently Enrolled

If a student completed all graduation requirements and their degree was not conferred within one semester of their last enrollment at George Fox University, the degree can be conferred upon completion of an Application for Degree. The conferral date will reflect the term and date applicable when the requirements were completed. The current graduation fee will be charged to the student's account. The student will not be eligible to participate in a commencement ceremony.

The student's "Primary Name" as listed in MyGFU will be used for the diploma name unless the student completes a Name Change form (link).

Once all graduation requirements are verified the normal processing timeline of four to six weeks for degree conferral and production and mailing of the diploma will apply. Any student wishing to rush the conferral of their degree and production of their diploma must request, and pay for, an Expedited Degree Conferral (link). The student account must be in good standing in order for the transcript and diploma to be released.

Degree/Certificate Conferral

Following the completion of all program requirements as stated in the university catalog the university will confer on the student the appropriate degree or certificate. Degree/ certificate conferral typically occurs within six to eight weeks of the final grade entry deadline (assuming no outstanding grades or incomplete program requirements). No student is eligible to receive a diploma or transcripts until all bills with the university are paid in full.

Expedited Degree Conferral

George Fox recognizes that the standard timeframe for processing degree conferral is problematic for the needs of some students. Therefore, we do allow students to request that the conferral of their degree be expedited. The process requires students to contact professors to request grade entry prior to normal deadline (two weeks after end of semester). Students must then notify the registrar's office once all final grades have been posted.

Conferral will be processed within one business day after notification of final grade posting (rather than the standard 6-8 weeks). An additional fee is required to expedite the degree conferral process.

Commencement

Students who complete degree programs at George Fox University are encouraged to participate in one of the commencement ceremonies held each year. The university holds a combined ceremony at the end of the fall semester and those students who have completed programs from the prior summer and fall are eligible to participate. The spring ceremonies are available for those students completing their programs that semester. Regardless of semester of completion, students are only eligible to participate in (and have their names in the program for) one ceremony.

Academic regalia will be provided for all student participants in the commencement ceremony. No external regalia will be allowed. Only regalia for officially recognized activities and honors should be worn.

Participation in Commencement with Incomplete Program Requirements

Traditional undergraduate students may request to participate in spring commencement if they are within four hours of meeting all degree requirements. All such remaining hours must be completed during May Term at George Fox University and requires that students are registered for the remaining hours at the time of the commencement ceremony. Hours completed at other institutions and transferred back to George Fox are not eligible.

Degree completion students may request to participate in fall or spring commencement if they are within six credit hours of completing all degree requirements and have arranged to complete the missing coursework through George Fox University course offerings before the end of the next semester following commencement. Undergraduate students wanting to petition to participate need to complete this form.

In cases involving exceptional circumstances, graduate students may be allowed to participate subject to department and registrar approval. Graduate students must be registered for and able to complete the remaining requirements during the following semester. Graduate students wanting to petition to participate need to complete this form.

Failure to Complete Incomplete Program Requirements

Commencement participation is based on students receiving passing grades at the time of the ceremony though final grades may be posted by faculty following the ceremony. In some circumstances, students may participate in the ceremony but later receive a failing grade for a course taken in the final semester. In such circumstances, students must retake the failed course and must do so within one calendar year from the commencement ceremony. Failure to do so will result in withdrawal from the university and may require the completion of additional program requirements at the time of readmission.

Student Services

Various student services are available at each of the campuses of George Fox University. Some are available through the university website. These services include:

Academic Resource Center
Bruin Store
Campus Security
Career Services
Disability Services
Event/Room Scheduling
Institutional Technology Service Desk
Instructional Media
Mail Services
Plant Services Work Requests
Student Employment Program
University Libraries

Student Finance

George Fox University maintains high educational standards at the lowest possible cost. A portion of the cost is underwritten by gifts from alumni, friends, churches, businesses, and institutions. An extensive financial aid program assists students in meeting university costs.

The board of trustees reserves the right to adjust charges at any time, after giving due notice. No changes will be made during a semester, nor, unless special circumstances make such action necessary, will changes be made during a given academic year.

Student Financial Services

The Student Financial Services department awards scholarships, grants, loans, and other forms of financial assistance, and it bills students for tuition, fees, room and board, and other expenses related to attending college. Information about tuition and fees (including archived information from previous years), financial aid, billing, satisfactory academic progress for financial aid eligibility, and other policies and procedures are available on the office web site at: sfs.georgefox.edu

Student Financial Services coordinates services related to financial aid and student payment. The Financial Aid office office is located on the second floor and the Student Accouns office is located on the first floor of the Edward F. Stevens Center.

Financial Aid
Account Payment
Satisfactory Academic Progress
Account Refunds
Removal of Institutional Charges
Veterans Affairs Assistance

Financial Aid

Student Financial Services is responsible for processing all financial aid, including scholarships, grants, loans and student employment. Student Financial Services can help students complete all necessary applications for financial aid, including the Free Application for Federal Student Aid (FAFSA).

Students who apply for aid are sent an award letter indicating the forms of aid for which they qualify. The award notification must be signed and returned to Student Financial Services indicating the student's acceptance or rejection of the aid offered. Aid cannot be applied to the student's account until the signed award letter is returned to the office.

Account Payment

Student Accounts bills and receives payments for tuition, course fees, room and board, and parking fines. Financial aid funds accepted by students are applied to their accounts and bills are sent for the balance due.

Students and their families may choose one of the payment options available on the Student Financial Services website.

Account Refunds

Students who drop courses need to be aware of the refund (removal of institutional charges and return of federal funds) policy. Please refer to the Student Accounts website or the catalog for more information.

Removal of Institutional Charges

Students who choose to reduce their course load, *and do not completely withdraw from the university,* will generally not receive a removal of tuition, course fees, and other associated fees unless the changes take place prior to the last day to change registration, also known as the end of the *add/drop period,* which is published in the university's academic calendar and online.

Adjustments of room and board will generally be calculated as follows:

Students withdrawing from housing and or the meal plan during the first two weeks in the enrollment period will receive a prorated adjustment. After the second week there is no adjustment unless the student withdraws for verified and approved medical or hardship reasons.

Satisfactory Academic Progress

Students on financial aid are expected to maintain satisfactory academic progress to continue their eligibility for financial aid. Please refer to the Student Financial Services website or the catalog for more information on this.

Veterans Affairs/Military Assistance

The University is listed with the U.S. government as a recognized institution of higher learning for the training of veterans and military personnel. All prospective students eligible for educational benefits should review information provided by Student Accounts and follow procedures required by the Veterans Affairs/Military Tuition Assistance organization for utilizing benefits at George Fox University. To be certified for VA/TA educational benefits, the student must continue as a bona fide registrant throughout the semester. Those receiving VA/TA educational benefits must meet the minimum academic standards of the university for enrollment and progress toward degree completion and to enroll must have an approved VA benefits Certificate of Eligibility/voucher authorizing payment.

Legal Compliance

George Fox University does not discriminate against students on the basis of race, color, national or ethnic origin, gender, age, disability, or any other status to the extent prohibited under applicable nondiscrimination law in the administration of its admission policies, scholarship and loan programs, educational programs, athletics programs, cocurricular activities, or other university-administered programs.

The following offices may be contacted for information regarding compliance with legislation:

- Associate Director of Learning Support Services: Rehabilitation Act of 1973
- Director of Athletics: Title IX (nondiscrimination on the basis of gender)
- Director of International Student and Scholar Services: Immigration and Naturalization Act
- Director of Financial Aid: Title IV student aid programs
- Director of Human Resources: wage and hour regulations, The Civil Rights Act of 1964 (race, color, or national origin), and age discrimination
- Registrar: Family Educational Rights and Privacy Act

Please see the following policies for more information about Legal Compliance

Students with Disabilities
Drug-Free Environment
Anti-Harassment Policy
Family Educational Rights and Privacy Act (FERPA)

Students with Disabilities

The Disability Services Office coordinates services for students with disabilities. Academic accommodations or adjustment may be provided, depending on the nature of the disability. Documentation from an appropriate provider is generally required and serves to guide decisions about services that would best meet the student's needs.

Interested students should contact the Disability Services Office for information about requesting services. Students are encouraged to contact Disability Services as early as possible to make arrangements for necessary support.

Drug-Free Environment

George Fox University is concerned about the intellectual, physical, psychological, and spiritual well-being of all its students and employees. The community recognizes the danger to one's physical and psychological well-being presented by the use of certain products. Therefore, members of the community are prohibited from using illicit or nonprescribed drugs and substances (including marijuana or narcotics). Under no circumstances are the above to be used, possessed, or distributed on or away from campus. Community members are also expected not to abuse the use of legal substances. For information concerning disciplinary actions, please refer to the student and employee handbooks. Students and employees are provided annually a resource guide concerning drug and alcohol issues.

Anti-Harassment Policy

George Fox University is committed to providing a Christ-centered community that fosters a safe living, learning, and work setting for students, employees, and visitors. A core value of this institution is to maintain a respectful environment for all individuals that is free of the following:

- Harassment & Discrimination
- Sexual harassment
- Sexual assault
- Bias-related incidents
- Hate crimes

These behaviors and actions are contrary to the mission, values and Lifestyle Standards of our community, and are violations of federal and/or state law. It is our firm belief that engaging in any aspect of this behavior is inappropriate for members of the George Fox community.

Refer to the online Student Handbook for policy details. These policies are for undergraduate students in any program at George Fox University. Graduate/DPS students should see the Graduate/DPS Student Life Policies for comparable applicable policies.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) afford eligible students certain rights with respect to their education records. (An “eligible student” under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day George Fox University receives a request for access. A student should submit to the registrar a written request that identifies the record(s) the student wishes to inspect. The registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

   Students may not inspect and review the following as outlined by the Act: financial information submitted by their parents; confidential letters and recommendations associated with admission, employment, or job placement, or honors to which they have waived their rights of inspection and review; or education records containing information about more than one student, in which case the institution permits access only to that part of the record that pertains to the inquiring student.
2. The right to request the amendment of the student’s education records that the student believes is inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

   A student who wishes to ask the school to amend a record should write the school official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed. If the school decides not to amend the record as requested, the school will notify the student in writing of the decision and the student’s right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before the university discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   The school discloses education records without a student’s prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by George Fox in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of George Fox who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school

official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for George Fox.

Upon request, the school also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by George Fox to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202

   Complaints must:

   - Be timely submitted, not later than 180 days from the date you learned of the circumstances of the alleged violation
   - Contain specific allegations of fact giving reasonable cause to believe that a violation has occurred, including:
     # Relevant dates, such as the date of a request or a disclosure and the date the student learned of the alleged violation
     # Names and titles of those school officials and other third parties involved
     # A specific description of the education record around which the alleged violation occurred
     # A description of any contact with school officials regarding the matter, including dates and estimated times of telephone calls and/or copies of any correspondence exchanged between the student and the school regarding the matter
     # The name and address of the school, school district, and superintendent of the district
     # Any additional evidence that would be helpful in the consideration of the complaint

At its discretion, George Fox University may provide "directory information" in accordance with the provisions of the Act. Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. The university defines the following information as "directory information": parents' names and addresses; the student's name, permanent address, local address, temporary address, e-mail address, telephone number, date and place of birth, participation in officially recognized activities and sports, major, dates of attendance, full-time and part-time status, degrees and awards received, class year, the most recent previous school attended, and for members of athletics teams, height, weight, and position played. The university also considers photographs, video footage and audio recordings to be directory information. As such, release of these forms of media also is permitted.

Students may restrict the release of their directory information to third parties by annually submitting a signed and dated statement to the registrar's office.

FERPA permits the disclosure of personally identifiable information from students' education records, without consent of the student, if the disclosure meets certain

conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose personally identifiable information from the education records without obtaining prior written consent of the student –

- To other school officials, including teachers, within George Fox whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(*1*) - (a)(1)(i)(B)(*2*) are met. (§99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of personally identifiable information to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13)
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has

committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))

- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))
- The disclosure concerns sex offenders and other individuals required to register under section 17010 of the Violent Crime Control and Law Enforcement Act of 1994.

(Adapted from the *AACRAO 2012 FERPA Guide*)

Academic Personnel

These lists were current at the time this catalog was published.

- **Board of Trustees**
- **Executive Leadership Team**
- **Faculty**

Board of Trustees

David Andersen, Portland, Oregon, President/Contractor, Andersen Construction

Patricia Anderson, Provost, Fresno Pacific University (retired)

Ken Beebe, Rockaway Beach, Oregon, Executive Director, Twin Rocks Friends Camp & Conference Center

Carrie Lamm Bishop, Fishers, Indiana, Director of Financial Aid Training and Compliance, Ivy Tech Community College

Dan Cammack, Newberg, Oregon, Director of Evangelical Friend's Mission

Don G. Carter, West Linn, Oregon, Attorney, McEwen Gisvold LLP

Raymond Cheung, Portland, Oregon, CPA, Geffen, Mesher & Company

Gordon L. Crisman, Tualatin, Oregon, Regional Sales Manager, SunTrust Mortgage (Retired)

Mike Delk, Salem, Oregon, President/CEO Paragon Aviation Group

Frank Engle, Jr., Newberg, Oregon, Director of Marketing/Friendsview Retirement Community

Angela Fogg, Aurora, Oregon, Counselor

Keith G. Galitz, Canby, Oregon, President/General Manager, Canby Telephone Association (retired)

Scott Gratsinger, Hillsboro, Oregon, Chief Information Officer, R.V. Kuhns & Associates, Inc.

David Green, Beaverton, Oregon, Attorney, Stoel Rives LLP

Dale W. Hadley, Portland, Oregon, CFP/Advisor, The H Group, Inc.

Eric Hagen, Hudson, Ohio, Vice President of Finance, CFO, Matco Tools

Estle Harlan, Lincoln City, Oregon, Consultant, Harlan Business Consultants

Paula Kinney, Portland, Oregon, Director, Park Academy

Jim Le Shana, Haviland, Kansas, Vice President of Academics and Director of the MA in Transformational Leadership - Professional, Barclay Collge

Heather Lewis, Newberg, Oregon, Registered Nurse, OHSU-Doernbecher Neonatal Intensive Care

Deborah A. Martin, Portland, Oregon, Human Services Manager, State of Oregon, Department of Human Service

Stanley D. Morse, Star, Idaho, Senior Chemist, Hewlett-Packard

Barbara D. Palmer, Newberg, Oregon, Regional Managing Director, First Republic Bank

Brent Peterson, Dundee, Oregon, Financial Advisor, Advanced Planning Strategies

Victor A. Peterson, Hayden Lake, Idaho, Assistant Principal (retired)

Adam Puckett, Durham, Oregon, CPA, Delap LLP

Ken Redford, Meridian, Idaho, Pastor at Meridian Friend's Church

Gloria Schwindt, Wilsonville, Oregon

Truman Stone, Dundee, Oregon, Attorney, City of Newberg **Stephen**

M. Tatone, Canby, Oregon, President and CEO, AKT, LLC **Kent L.**

Thornburg, Portland, Oregon, University Professor of Medicine (Cardiology), Oregon Health & Science University, School of Medicine

Dave VandeLinde, Newberg, Oregon, Director of Kuni Lexus of Portland

Scott Winter, Dundee, Oregon, LPL Branch Manager/LPL Financial Advisor, Winter Wealth Management

William B. Wilson, Longview, Washington, Personal Financial Consultant

David Woolsey, Newberg, Oregon, Owner, Mainstream Motors

Ex Officio

Robin Baker, Newberg, Oregon, President, George Fox University

Becky Ankeny, Newberg, Oregon, Denominational Superintendent, Northwest Yearly Meeting of Friends Church

Curtis Strauss, Calgary, Alberta, Canada, Manager of Contracts and Procurement, ConocoPhillips, Inc.

Honorary Trustees

Hal L. Adrian, Portland, Oregon, Insurance Executive (retired)

Gloria L. Attrell, Newberg, Oregon, Business Owner, Attrell's Sherwood Funeral Chapel; Attrell's Newberg Funeral Chapel; Showcase of Flowers; Valley View Memorial Park and Mausoleum; Chehalem Pet Cemetery and Cremation Services

G. Kenneth Austin, Jr., Newberg, Oregon, Corporate Owner/President, A-dec, Inc.

Dealous L. Cox, West Linn, Oregon, Business Owner, Wilhelm Foods

Richard D. Evans, Happy Valley, Oregon, Real Estate

Paul L. Hathaway Jr., Hillsboro, Oregon, Gas Company Executive (retired)

Andre Iseli, Clackamas, Oregon, Owner, Iseli & Iseli Associates

John R. Lemmons, Kelso, Washington, Lumber Company Executive

Jack E. Meadows, Fayetteville, Arkansas, Investments

Roger M. Minthorne, Newberg, Oregon, Investments Manager

Robert G. Monroe, Portland, Oregon, Consulting Engineer (retired)

Charles E. Mylander, Brea, California, Executive Director, Evangelical Friends Mission

Floyd H. Watson, Newberg, Oregon, Bank Executive (retired)

Norman D. Winters, Newberg, Oregon, Public School Administrator (retired)

Executive Leadership

Linda Samek
Provost
503-554-2142
lsamek@georgefox.edu

Ted Allen
Executive Vice President & Chief Operating Officer
503-554-2161
tallen@georgefox.edu

Rob Westervelt
Executive Vice President of Enrollment & Marketing
503-554-2136
rwestervelt@georgefox.edu

Lynn Andrews
Vice President of Advancement
503-554-2116
landrews@georgefox.edu

Brad Lau
Vice President for Student Life
503-554-2312
blau@georgefox.edu

Faculty Directory

Faculty members with positions less than half time may not be included in this list. However, they may be included on individual department pages. Use the search feature on the top right to search for someone not included below.

A

Allen, Greg, Associate Professor of Organizational Leadership. BS, MBA, George Fox University; PhD, Walden University. George Fox University 2005-

Allen, Patrick, Professor of Education. BA, Olivet Nazarene University; MA, Southern Methodist University; MS, Southern Nazarne University; PhD, University of Oklahoma. George Fox University 2008-

Anderson, Lu Ann, Assistant Professor of Education. BS, Empire State College/SUNY; MS, Portland State University. George Fox University 2015-

Anderson, Paul, Professor of Biblical and Quaker Studies. BA, Malone College; BA, Trinity Lutheran Seminary; MDiv, Earlham School of Religion; PhD, Glasgow University. George Fox University 1989-98, 1999-

Andrews, Glena, Professor of Clinical Psychology & Director of Clinical Training. BA, Northwest Nazarene University; MA, University of Colorado-Colorado Springs; MA, PhD, Fuller Theological Seminary. George Fox University 2014-

Andrews, Rhonda, Assistant Professor of Social Work. BA, University of Oregon; MSW, University of Hawaii, Manoa. George Fox University 2015-

Ashford, Robin, Senior Librarian, Reference and Distance Services. BA, George Fox University; MLS, University of Illinois at Urbana-Champaign. George Fox University 2007-

Austin, Christine, Assistant Professor of Education. BA, Portland State University; MAT, Willamette University. George Fox University 2010-

B

Banta-Wright, Sandra, Assistant Professor of Nursing. BSN, St. Mary of the Plain College; MSN, University of Washington; PhD, Oregon Health & Science University. George Fox University 2015-

Barram, Dirk, Dean, School of Business, Professor of Business & Economics. BA, Gordon College; MEd, Kent State University; PhD, Michigan State University. George Fox University 1986-

Bates, Dana, Assistant Professor of Athletic Training, Director and Clinical Coordinator of Athletic Training Program. BA, Whitworth University; MS, Oregon State University; PhD, University of Nebraska, Lincoln. George Fox University 2012-

Beals, Corwin, Professor of Philosophy and Religion. BA, George Fox University; MAR, Yale University Divinity School; MA, PhD, Fordham University. George Fox University 2003-

Beals, Jill Jamison, Assistant Professor of Mathematics. BS, George Fox University; MS, Portland State University. George Fox University 2014-

Bearden, Steve, Assistant Professor of Counseling. BA, Olivet Nazarene University; MDiv, MA, Fuller Theological Seminary; PhD, Oregon State University. George Fox University 1996-

Berardi, Anna Anita, Professor of Marriage and Family Therapy. BA, Millersville State University; MA, Azusa Pacific University; MA, PhD, Fuller Theological Seminary. George Fox University 1996-

Berger, Cliff, Associate Director, Doctor of Ministry Program. BA, Northwest Christian University; MDiv, Emanuel Christian Seminary; DMin, Emmanuel Christian Seminary. George Fox University 2008-

Birch, Rodney, Senior Librarian, Reference Librarian. BA, Vennard College; MA, University of Missouri; EdD, Olivet Nazarene University. George Fox University 2011-

Birky, Ginny, Professor of Education. BS, Goshen College; MS, The Ohio State University; PhD, Oregon State University. George Fox University 2000-

Bohall, Robert, Senior Librarian, Reference Librarian. BA, Virginia Polytechnic Institute and State University; MA, University of North Carolina, Greensboro. George Fox University 2011-

Bonner, Robert, Associate Professor of Education. BA, MTh, Harding University; MAT, EdD, George Fox University. George Fox University 2009-

Boyd, Bryan, Professor of Theatre. BA, George Fox University; MFA, University of Portland. George Fox University 2002-

Brazo, Carol, Associate Professor of Education, Director of Master of Arts in Teaching Program. BA, California Baptist University; MEd, EdD, George Fox University. George Fox University 2004-

Bredemeier, Robert, Assistant Professor of Art. BS, University of Oregon, George Fox University 2006-

Bronkey, Kristi, Assistant Professor of Education. BA, Biola University; MA, Concordia University. George Fox University 2008-

Brown, Davida, Associate Professor of Chemistry. BA, George Fox University; PhD, Stanford University. George Fox University 2011-

Brumitt, Jason, Assistant Professor of Physical Therapy. BA, Southern Oregon State College; MSPT, Pacific University; PhD, Rocky Mountain University of Health Professions. George Fox University 2014-

Brunner, Dan, Professor of Church History and Pastoral Studies. BA, Northwest Christian College; MDiv, Fuller Theological Seminary; PhD, University of Oxford. George Fox University 1996-

Buchanan, Karen, Professor of Education. BA, Columbia Christian College; MA, Lewis & Clark College; EdD, Seattle Pacific University. George Fox University 2004-

Buchanan, Thomas, Associate Professor of Education. BA, Columbia Christian College; MS, Portland State University; EdD George Fox University. George Fox University 2009-

Bufford, Rodger, Professor of Psychology. BA, The King's College; MA, PhD, University of Illinois. George Fox University 1990-

Buhler, Gary, Associate Professor of Art. BS, Western Oregon State College; MFA, University of Arizona. George Fox University 1989-90, 2000-

Byrtek, George, Professor of Organizational Leadership. BS, University of Wisconsin, Stevens Point; MS, National-Louis University; PhD, Walden University. George Fox University 1991-

C

Cameron, Jeff, Assistant Professor of Graphic Design. BFA, Oregon State University. George Fox University 2013-

Campbell, Anderson, Assistant Professor of Christian Studies. BA, Brenau University; MA, Regent University; DMin, George Fox University. George Fox University, 2011-

Casey, Chris, Head Football Coach. BA, Linfield College; MEd, Linfield College. George Fox University, 2013-

Casey, Rae, Associate Professor of Organizational Leadership. BS, MS, George Fox; PhD, University of Idaho. George Fox University, 2007-

Celentano, Eileen, Assistant Professor of Family and Consumer Science. BA, University of California, Los Angeles; MFA, California State University, Long Beach. George Fox University 2009-

Cevallos, Tatiana, Associate Professor of Education. BA, Catholic University of Ecuador; MS, Western Oregon University; EdD, Portland State University. George Fox University 2006-

Chamberlain, Paul, Director of the Center for Study Abroad, Director of the Juniors Abroad Program. BA, Point Loma College; PhD, University of Nevada, Reno. George Fox University 1977-

Chambers, Carlisle, Professor of Chemistry, Chair, Department of Biology and Chemistry. BS, Milligan College; PhD, Emory University. George Fox University 1994-

Chang, Kelly, Associate Professor of Psychology. BA, Linfield College; MA, PhD, University of Hawaii. George Fox University 2006-

Clair, Joseph, Director, William Penn Honors Program. BA, Wheaton College; MA, Fordham; MTS, Duke University; MPhil, University of Cambridge; PhD, Princeton University. George Fox University 2013-

Classen, Steve, Professor of Communication, Chair, Department of Communication, Journalism & Media Studies. BA, Biola University; MA, University of Oregon; PhD, University of Wisconsin. George Fox University 2014-

Conniry, Chuck, Vice President and Dean, George Fox Evangelical Seminary. BA, American Christian School of Religion; MDiv, Bethel Theological Seminary West; PhD, Fuller Theological Seminary. George Fox University 1998-

Corneaux, Isabelle, Assistant Professor of French. MA, Heritage University, University of Burgundy. George Fox University 2011-

Corning, Caitlin, Professor of History. BA, Seattle Pacific University; MA, PhD, University of Leeds. George Fox University 1996-

Cuddeford, Tyler, Director and Assistant Professor, Doctor of Physical Therapy Program. PT, Pacific University; PhD, University of Iowa. George Fox University 2010-

Curtis, Todd, Assistant Professor of Physics. BS, Linfield College; MS, University of Colorado, Boulder. George Fox University 2014-

D

Dalzell, Randy, Assistant Professor of Health & Human Performance, Head Cross Country Coach, Assistant Track & Field Coach. BS, Columbia Christian College; MEd, Linfield College. George Fox University 2012-

Dee, Amy, Associate Professor of Education. BA, San Jose State University; MA, University of San Francisco; EdD, George Fox University. George Fox University 2008-

Defferding, Viki, Associate Professor of Spanish. BA, University of Oregon; MA, Portland State University. George Fox University 1989-

DeKruyf, Lorraine, Professor of Counseling, Program Director of School Counseling. BA, Dordt College; MEd, Western Washington University; PhD, Oregon State University. George Fox University 2002-

Delamarter, Steve, Professor of Old Testament. AA, Wenatchee Valley College; BA, Seattle Pacific University; MAR, MDiv, Western Evangelical Seminary; MA, PhD, Claremont Graduate School. George Fox University 1996-

Dempsey, Keith, Associate Professor of Counseling, Clinical Director. BS, MS, PhD, Oregon State University. George Fox University, 2007-

Doak, Brian, Assistant Professor of Biblical Studies. BS, Evangel University; MA, Missouri State University; Phd, Harvard University. George Fox University 2011-

Doherty, Gloria, Director of Hybrid Learning, Assistant Professor. BA, Minnesota State University; MDiv, Fuller Theological Seminary. George Fox University 2006-

Duerr, Jeffrey, Professor of Biology. BA, BS, Whitworth College; MS, Portland State University; PhD, University of Hawaii. George Fox University 1999-

E

Elwyn, Lynette, Visiting Assistant Professor of Education. MS, Portland State University. George Fox University 2016-

Engblom-Deglmann, Michelle, Associate Professor of Marriage, Couple and Family Counseling. MA, Saint Cloud State University; PhD, St. Louis University. George Fox University 2014-

Enzinger, Nicole, Assistant Professor, Graduate Teaching and Leading. BS, Olivet Nazarene University; MA, DePaul University; PhD, Illinois State University. George Fox University 2015-

Espinor, Debra, Assistant Professor of Education. BA, MA, EdD, Seattle Pacific University. George Fox University 2010-

F

Favale, Abigail, Associate Professor of English. BA, George Fox University; PhD, University of St. Andrews in Scotland. George Fox University 2011-

Fisher, Stephanie, Assistant Professor of Nursing. BS, George Fox University; MSN, Vanderbilt University. George Fox University 2012-

Flachsbart, Celeste, Assistant Professor of Clinical Psychology. BS, Oregon State University; MS, PhD, George Fox University. George Fox University 2014-

Fodge, Paul, Assistant Professor of Mathematics. BS, George Fox University; MAT, Western Oregon University. George Fox University 2013-

Foster, Jim , Dean of the School of Behavioral and Health Sciences; Chair, Department of Psychology; Professor of Psychology. BS, Seattle Pacific University; MA, PhD, The Ohio State University. George Fox University 1980-

Foster, Michael, Associate Professor of Mechanical Engineering. BS, Messiah College; MS, PhD, Drexel University. George Fox University 2007-

G

Gallagher, Sarita, Associate Professor of Religion. BA, Wheaton College; MA, Wheaton College Graduate School; PhD, Fuller Theological Seminary. George Fox University 2010-

Garcia, Javier, Assistant Professor of Religious Studies and Associate Director for Student Engagement and Enrollment, William Penn Honors Program. BA, Georgetown; MPhil, Cambridge; PhD, Cambridge. George Fox University 2016-

Gathercoal, Kathleen, Professor of Psychology. AB, Franklin & Marshall College; MA, PhD, Case Western Reserve University. George Fox University 1993-

Giudice, Ben, Assistant Professor of Civil Engineering. BS, Calvin College; PhD and MS, University of California, Davis. George Fox University 2016-

Goodworth, Marie-Christine, Assistant Professor of Clinical Psychology. BA and MA, Wheaton college; PhD, Arizona State University. George Fox University 2010-

Graham, Jeannine, Associate Professor of Religious Studies. BA, Whitworth College; MDiv, Fuller Theological Seminary; PhD, University of Aberdeen. George Fox University 2006-

Grant, Steve, Associate Professor of Health and Human Performance; Chair, Health and Human Performance Department; Head Coach of Volleyball. BA, Biola University; MEd, Linfield College. George Fox University 1982-

Gregor, Joel, Assistant Professor of Psychology; Director, George Fox University Behavioral Health Clinic. BA, Willamette University; MMFT, Fuller Theological Seminary; MA and PsyD, George Fox University. George Fox University 2010-

Gupta, Nijay, Assistant Professor of New Testament; BA, Miami University; ThM, MDiv, Gordon-Conwell Theological Seminary; PhD, New Testament, University of Durham. George Fox University 2014-

H

Haigh, Justine, Associate Professor of Marketing. BS, MA, PhD, University of Huddersfield. George Fox University 2009-

Hall, Mark, Herbert Hoover Distinguished Professor of Political Science. BA, Wheaton College; MA, PhD, University of Virginia. George Fox University 2001-

Halley, Ryan, Professor of Finance. BA, Mount Vernon Nazarene University; MBA, The Ohio State University, Fisher College of Business; PhD, Texas Tech University. George Fox University 2009-

Hamilton, Elizabeth, Assistant Professor of Clinical Psychology. BA, Vanderbilt University; MS, Tulatne University; MA UCLA; PhD, UCLA. George Fox University 2008-

Hamilton, Robert, Professor of Physics. BS, University of Puget Sound; PhD, University of California, Los Angeles. George Fox University 2003-

Hamlin, Karen, Associate Professor of Education. BA, Willamette University; MEd and PhD, Oregon State University. George Fox University 2014-

Hansen, David, Associate Professor of Computer Science. BS, Oral Roberts University; MS, Washington State University; PhD, Oregon Graduate Institute of Science and Technology. George Fox University 1998-99, 2003-

Hao, Jing, Assistant Professor of Chemistry. BS, West China School of Pharmacy, Sichuan University; PhD, University of Texas at Dallas. George Fox University 2014-

Harder, Bob, Dean of the College of Engineering, Professor of Mechanical Engineering. BSME, MSME, Michigan Technological University; PhD, Oregon Graduate Institute of Science and Technology. George Fox University 1988-

Harrop, Jennie, Assistant Professor of ADP Programs. BA, Pacific Lutheran University; MFA, Colorado State University; PhD, University of Denver. George Fox University 2014-

Hartley, Laura, Dean, College of Arts and Sciences. BA, Wheaton College; MA and PhD, Michigan State University. George Fox University 2013-

Harwood, Corban, Assistant Professor of Mathematics. BS, Whitworth University; PhD, Washington State University. George Fox University 2011-

Head, Tom, Professor of Economics. BS, MS, University of Oregon; MA, University of California, Berkeley. George Fox University 1971-74; 1976-79; 1983-

Headley, Scot, Dean of the College of Education, Professor of Education. BS, MEd, Colorado State University; PhD, The Ohio State University. George Fox University 1994-

Heininge, Kathy, Professor of English. BA, MA, California State University Hayward; PhD, University of California Davis. George Fox University 2004-

Hockett, Eloise, Associate Professor of Education; Director of TSPC Licensure; Director, Master of Education Program. BAA, BM, University of Minnesota; MEd, George Fox University. George Fox University 2001-

Hornback, Tricia, Assistant Professor of Organizational Leadership. BA, Simpson University; MBA, California Pacific University; MS, Regis University; DBA, California Pacific University; PhD, Capella University. George Fox University 2013-

Houck, Jeff, Director of Research and Professor of Physical Therapy. BS, Virginia Commonwealth University; MS and DPhil, University of Iowa. George Fox University 2013-

Huffman, Terry, Professor of Education. BA, University of South Dakota; MA, Marshal University; PhD, Iowa State University. George Fox University 2003-

Hunter, Marty, Associate Professor of Health and Human Performance; Head Coach, Baseball. BA, Linfield College; Med, Linfield College. George Fox University, 2003-

Hutchinson, Carol, Assistant Professor of Adult Degree Programs. BA, Western Washington University; MA, Canadian Theological Seminary; PhD, George Fox Evangelical Seminary. George Fox University 2011-

I

Irish, Kerry, Professor of History. BA, George Fox University; MA, PhD, University of Washington. George Fox University 1993-

Isaak, Dale, Assistant Professor of Health and Human Performance, Head Athletic Trainer. BS, Willamette University; MEd, University of Minnesota; MS, Indiana State University. George Fox University 1995-

J

Jacobson, Ryan, Assistant Professor of Physical Therapy. BS, MPT, DPT, University of Puget Sound. George Fox University 2014-

Johnson, Erin, Assistant Professor of Social Work. MSW, Salem State College. George Fox University 2013-

Johnson, John, Associate Professor of Mathematics. BS, Northwest Nazarene College; MS, Kansas State University. George Fox University 1984-

Johnson, Mary, Assistant Professor of Education; Director, Master of Arts in Teaching at Night Program. BA, Luther College; MEd, George Fox University. George Fox University 2004-

Johnson, Merrill, University Librarian, Associate Professor. BA, Seattle Pacific University; MLS, University of Oregon. George Fox University 1980-

Jolliff, Bill, Professor of English. BS, Central Michigan University; MA, Ashland Theological Seminary; PhD, The Ohio State University. George Fox University 1994-

Jones, Kevin, Professor of Communication Arts. BA, Biola University; MA, California State University; PhD, Louisiana State University. George Fox University 2008-

Joseph, Dane, Assistant Professor, Doctor of Education Program. BA, Concordia University Wisconsin; MA, Washington State University; PhD, Washington State University. George Fox University 2015-

K

Kamilos, Charles, Senior Librarian, Portland Center Librarian, Assistant Professor. BA, Northwest Christian College; MDiv, Brite Divinity School-Texas Christian University; MA, University of Iowa. George Fox University 1997-

Kang, Daniel, Assistant Professor of Physical Therapy. BS, MS and DPT, Loma Linda University. George Fox University 2013-

Kays, Kristina, Associate Professor of Psychology. BA, George Fox University; MA, Western Conservative Baptist Seminary; PsyD, George Fox University. George Fox University 2005-

Keefer Hutchison, Marcey, Assistant Professor of Physical Therapy. BS, Willamette University; MS, Pacific University; DPT, Northeastern University. George Fox University 2013-

Kerr, David, Assistant Professor of Art. BA, Judson Baptist College; MA, California State University. George Fox University 2002-

Kim, Jeongah, Associate Professor of Social Work. BA, Seoul Theological University; MPA, Eastern Washington University; PhD, Ohio State University. George Fox University 2014-

Kluge, Alan, Professor of Business, MBA Oregon Director. BS, MBA, PhD, Oregon State University. George Fox University 1996-

Knows His Gun, Kristie, Assistant Professor of Psychology. MA and BS, Montana State University; MS and PsyD, George Fox University. George Fox University 2014-

Koch, Chris, Professor of Psychology. BS, Pennsylvania State University; MS, PhD, University of Georgia. George Fox University 1993-

L

La Force, Beth, Professor of Education. BS, Malone College; MA, Western Michigan University; PhD, Michigan State University. George Fox University 1987-

Leijon, Steve, Assistant Professor of Marketing. BS, San Jose State University; JD, Northwestern School of Law. George Fox University 2014-

L'Esperance, Paul, Assistant Professor of Nursing. BSN, University of New Mexico; MA, Webster University; MN, Oregon Health & Science University. George Fox University 2014-

Lin, Muh Bi, Associate Professor of Social Work. BS, Soochow University; MSW, Soochow University; PhD, University of Denver. George Fox University 2015-

Liu, David Ming, Assistant Professor of Management. BSB, Western Oregon University; MBA, Willamette University; DBA, City University of Hong Kong. George Fox University 2010-

Lloyd, Carl, Professor of Management. BA, Columbia Christian College; MA, Eastern New Mexico University; MS, Oregon State University; MSS.W., PhD, University of Texas at Arlington. George Fox University 1994-

LoFaro, Keelan, Assistant Professor, Graduate Teaching and Leading. BS, Oregon State University; MEd, Pace University. George Fox University 2015-

Luedtke, Rhett, Associate Professor of Theatre. BA, Valparaiso University; MFA, Illinois State University. George Fox University 2003-

Lundquist, Virginia, Interim director of the School of Nursing. BS, Walla Walla University; MSN, University of Portland. George Fox University 2015-

M

Magill, Mike, Professor of Mechanical Engineering. BS, MS, PhD, Oklahoma State University. George Fox University 2002-

McCloskey, MaryJo, Head Women's Golf Coach, Assistant Professor. BA, University of Oregon; MBA, University of Portland. George Fox University 2006-

McLeod-Harrison, Mark, Professor of Philosophy. BRE, Briercrest Bible College; BA, Westmont College; MA, Trinity Evangelical Divinity School; PhD, University of California. George Fox University 1999-

McMinn, Mark, Professor of Psychology, Director of Integration. BS, Lewis and Clark College; PhD Vanderbilt University. George Fox University 1984-1993, 2006-

McMinn, Lisa, Writer in Residence. BA, George Fox University; MS and PhD, Portland State University. George Fox University 2006-

Meade, Christopher P., Director of MBA programs. BA, MAOL, George Fox University; MA Northwest Nazarene University; PhD, University of Idaho. George Fox University 2008-

Meek, Michael, Head Women's Basketball Coach, Assistant Professor. BS, Eastern Oregon University; MAT, Grand Canyon University. George Fox University 2010-

Meszaros, Andrew, Associate Professor of Physical Therapy. PhD, University of Iowa. George Fox University 2012-

Meyer, Matt, Associate Professor of Media Communications. BA, University of Oregon's Honor College; MFA, University of Southern California. George Fox University 2005-

Michael, Rand, Associate Professor of Marriage and Family Therapy, Clinical Director of Marriage, Couple and Family Therapy. BA, Northwest Nazarene College; MDiv, Nazarene Theological Seminary; DMin, Midwestern Baptist Theological Seminary. George Fox University 1996-

Miller, Gina, Assistant Professor of Politics and International Studies. BA, University of Alabama; MA, University of Alabama; PhD, University of Alabama. George Fox University 2015-

Mock, Melanie, Professor of English. BA, George Fox University; MA, University of Missouri; PhD, Oklahoma State University. George Fox University 1999-

Mock, Ron, Professor of Political Science and Peace Studies. BA, George Fox University; M.P.A., Drake University; JD, University of Michigan. George Fox University 1985-

Molitor, Kristina, Assistant Professor of Education. BA, Western Montana College; MA, University of Portland; EdD, George Fox University. George Fox University 2008-

Morrissey, Christopher, Assistant Professor of Sociology. BA, University of Delaware; MEd, University of California, Los Angeles; MA, Jesuit School of Theology; PhD, University of Notre Dame. George Fox University 2014-

Morse, Mary Kate, Professor of Leadership and Spiritual Formation. BS, Longwood College; MA, MDiv, Western Evangelical Seminary; PhD, Gonzaga University. George Fox University 1996-

Morton, Brenda, Associate Professor of Education. BS, Portland State University; MAT, EdD, George Fox University. George Fox University 2009-

N

Nam, Roger, Associate Professor of Biblical Studies. BA, UCLA; MDiv, General Assembly Presbyterian Theological Seminary; ThM, Fuller Theological Seminary; PhD, UCLA. George Fox University 2008-

Natzke, John, Professor of Electrical Engineering. BSEE, Milwaukee School of Engineering; MSEE, Marquette University; PhDEE, University of Michigan. George Fox University 1995-

Nelson, Kristine, Assistant Professor of Nursing. BSN, Oregon Health & Science University; MSN, Oregon Health & Science University. George Fox University 2015-

Nemetz, Annette, Associate Professor of Management. BS, Rensselaer Polytechnic Institute; MBA, Stanford University; PhD, Portland State University. George Fox University 2009-

Newell, Roger, Professor of Religious Studies. BA, Westmont College; MDiv, Fuller Theological Seminary; PhD, University of Aberdeen. George Fox University 1997-

Ninteman, Neal, Associate Professor of Engineering and Mathematics, Head Men's Tennis Coach. BS, California Polytechnic State University; MS, Stanford University. George Fox University 2000-

O

O'Donnell, Sue, Associate Professor of Psychology. BS, MA, PhD, University of Minnesota. George Fox University 2001-

Otto, Paul, Professor of History, Chair,Department of History, Politics and International Studies. BA, Dordt College; MA, Western Washington University; PhD, Indiana University. George Fox University 2002-

P

Payne, Leah, Assistant Professor of Theology; Louisville Institute Postdoctoral Fellow in American Religious History/Women's Studies. BA, George Fox University; MTS, MA, PhD Vanderbilt University. George Fox University 2014-

Peach, Nate, Associate Professor of Economics. BA, MA, Messiah College; Phd, at Colorado State. George Fox University 2011-

Peng, Thomas, Assistant Professor of Intercultural Studies; Associate Vice President of International Enrollment Services. BA, Hunan Normal University; MACS, George Fox University; Master of Linguisitics and Applied Linguistics, Xi'an Jiaotong University; PhD, Biola University. George Fox University 2007-

Peterson, Mary, Professor of Clinical Psychology; Director, Graduate Department of Clinical Psychology. BA, MA, University of Cincinnati; MA, PhD, California School of Professional Psychology. George Fox University 2004-

Pollock, David, Professor of Civil Engineering. BS and MS, Virginia Polytechnic Institute and State University; PhD, Texas A&M University. George Fox University 2013-

Q

R

Rahschulte, Tim, Professor of Business; BA, MBA, Thomas More College; PhD, Regent University. George Fox University 2007-

Rolfe, Alexander, Technical Services Librarian; Systems Administrator; Senior Librarian; Assistant Professor. BA, Whitman College; MA, University of Washington; MLIS, University of Washington. George Fox University 2001-

Roberts, Arthur, Professor-at-Large. BA, George Fox University; MDiv, Nazarene Theological Seminary; PhD, Boston University. George Fox University 1953-

Rosenbohm, Clifford, Associate Professor of Social Work; Director, Social Work Program; Chair, Social Work Department. BA, Louisiana College; MSW, Southern Baptist Theological Seminary. George Fox University 2002-

S

Saladino, Christine, BSW Program Director, Assistant Professor of Social Work. BS, Southwest Baptist University; MA, New Orleans Baptist Theological Seminary; MSW, University of Central Florida; PhD, Capella University. George Fox University 2015 -

Salazar, Beronica, Assistant Professor of Counseling, Clinical Director of CMHC program. BA, Boise State University; MA, Northwest Nazarene University; PhD, Idaho State University. George Fox University 2015 -

Samek, Linda, Provost. BA, Oregon State University; MA, Portland State University; EdD, Portland State University. George Fox University 2008 -

Sauerwein, Josh, Assistant Professor of Accounting. MBA, Emporia State University; DBA, Anderson University. George Fox University 2012 -

Schallert, Lizz, Instructor of Social Work. BA, George Fox University; MSW, Monmouth University. George Fox University 2015-

Schatz, Jon, Assistant Professor of Business. BA, Willamette University; MST, Portland State University. George Fox University 2015-

Schmitt, John, Professor of Biology; Holman Professor. BS, Pacific University; PhD, Oregon Health and Science University. George Fox University 2005-

Schmitt, Mary, Assistant Professor of Biblical Studies. BA, Southern Nazarene University; MDiv Duke University; PhD (candidate), Princeton Theological Seminary. George Fox University 2014-

Scott, Shannon, Assistant Professor of Communication/Director of Forensics. BA and MA, North Dakota State University; PhD, University of Washington. George Fox University 2014-

Seegobin, Winston, Professor of Clinical Psychology. BTh, Jamaica Theological Seminary; BA Bethel College; MA, Wheaton College Graduate School; MA, Central Michigan University; PsyD, Central Michigan University. George Fox University 2009-

Sehorn, Gary, Associate Professor of Education. BS, Western Oregon University; MAT, Lewis and Clark College; EdD, Bethel University. George Fox University 2010-

Shaw, Richard, Director, School of Counseling. BS, University of Nebraska at Kearney; MA, Asbury Theological Seminary; DMFT, Fuller Theological Seminary. George Fox University 1996-

Shelton, Marc, Professor of Education. BS, MA, EdD, University of South Dakota. George Fox University 2000-

Shelton, Michelle, Assistant Professor of Professional Studies. BA, California State University, Long Beach; MA, Azusa Pacific University. George Fox University 2015-

Shelton, Paul, Chair/Director, Doctor of Business Administration and Associate Professor of Management. MBA, Azusa Pacific University; PhD, Colorado State University. George Fox University 2013-

Shenk, Byron, Professor of Health and Human Performance; Athletic Trainer. BA, Goshen College; MA, University of Oregon; EdD, University of Virginia. George Fox University 1990-

Sherwood, Steve, Assistant Professor of Christian Ministry and Outreach. MATS, Fuller Seminary; DMin, George Fox University. George Fox University 2004-

Shew, Paul, Assistant Professor of Physical Therapy; Academic Coordinator of Clinical Education. BA, Southern Oregon University; DPT, Pacific University. George Fox University 2011-

Sikkema, Seth, Associate Professor of Accounting; BS, George Fox University; MBA, Boise State University; DBA Anderson University. George Fox University, 2007-

Simmons, Laura, Professor of Christian Ministries. BA, University of California, Davis; MA, PhD, Fuller Theological Seminary. George Fox University 2001-

Simpson, Robert, Assistant Professor of Counseling; Program Director, School Psychology. BA, MA, San Jose State University; PhD, California School of Professional Psychology in San Francisco. George Fox University 2005-

Slegers, Nathan, Associate Professor of Mechanical Engineering. BS, George Fox University; BS, University of Washington; MEE and PhD, Oregon State University. George Fox University 2014-

Smart, James, Associate Professor of Biology. BS, University of Western Montana; PhD, Oregon Health and Science University. George Fox University 2009-

Smith, John, Head Track & Field Coach; Assistant Professor of Health and Human Performance. BS, George Fox University; MA, United States Sports Academy. George Fox University 2006-

Smith, Phil, Professor of Philosophy; Chair, Department of Religious Studies. BA, George Fox University; MA, Fuller Theological Seminary; PhD, University of Oregon. George Fox University 1982-

Sokso, Jillian, Associate Professor of Art. BA, Moore College of Art and Design; MFA, University of Delaware. George Fox University 2014-

Spencer, John, Assistant Professor, Graduate Teaching and Leading; Educational Technology Coordinator. BS, Northern Arizona University; MEd, Northern Arizona University. George Fox University 2015-

Spivey, Gary, Professor of Electrical Engineering. BSEE, University of Arizona; MSEE, PhD, University of Maryland. George Fox University 2003-

Steeg, Susanna, Associate Professor of Education. BA, Cedarville University; MA, PhD, Arizona State University. George Fox University 2011-

Steele, Jim, Associate Professor of Management. BA, Trinity Lutheran College; MS, Marylhurst University; EdD, George Fox University. George Fox University 2006-

Stevens, Bill, Instructor of Finance. BA, Princeton University; MA, Stanford University; MBA, Harvard University. George Fox University 2002-

Stevenson, Sarah, Public Services Librarian and Assistant Professor. BA, Western Oregon University; MLS, Emporia State University. George Fox University 2014-

Stillinger, Chad, Assistant Professor of Electrical Engineering. BS, George Fox University; PhD, Oregon State University. George Fox University 2014-

Stump, Matthew, Assistant Professor of Biology. BS, Seattle Pacific University; PhD, Washington State University. George Fox University 2014-

Sweeney, Daniel, Professor of Counseling; Program Director of Counseling; Director of the Northwest Center for Play Therapy. BA, San Jose State University; BA, San Jose Bible College; MA, Azusa Pacific University; PhD, University of North Texas. George Fox University 1996-

T

Tandy, Gary, Professor of English; Chair, Department of English. BA, Oklahoma Christian University; MA, The University of Tennessee; PhD, The University of Tulsa. George Fox University 2009-

Tatum, Jeff, Assistant Professor of Sociology. BA and JD, Texas Tech University School. George Fox University 2014-

Taylor, Craig, Associate Professor of Health and Human Performance, Director of Athletics. BS, George Fox University; MEd, Linfield College. George Fox University 1975-78; 1980-

Terry, Mark, Professor of Art; Chair, Department of Art & Design. BS, Willamette University; MS, Western Oregon State University; MFA, Azusa Pacific University. George Fox University 1997-

Thurston, Nancy, Professor of Psychology. BA, Hope College; MA, PhD, Central Michigan University. George Fox University 1999-

Timmerman, Tim, Professor of Art. BA, Biola University; MFA, Washington State University. George Fox University 2003-

Tran, Yune, Associate Professor of Education. BS, University of Texas; MA, California State University Long Beach, MEd, Texas State University; PhD, University of Texas. George Fox University 2011-

Tsohantaridis, Tim, Associate Professor of Religious Studies. BA, Barrington College; MA, Ashland Theological Seminary; PhD, University of Athens. George Fox University 1985-90; 1993-

Turpen, Katy, Assistant Professor of Master of Arts in Teaching. BA, George Fox University; MA, George Fox University. George Fox University 2010-

U

V

Valdovinos, Rebecca, Assistant Professor, English Language Institute. BA, University of California at Santa Barbara; MEd, California State University at Los Angeles. George Fox University 2013-

Vandehey, Patrick, Associate Professor of Music, Instrumental Music Director. BM, University of Washington; BA, University of Washington; MS, Portland State University. George Fox University 2003-

Vargason, Jeff, Associate Professor of Chemistry. BS, Evangel University; PhD, Oregon State University. George Fox University 2006-

W

Warberg, Linda, Assistant Professor of Education. BS, Oregon State University; MS, Lewis and Clark College. George Fox University 2013-

Warner, Danielle, Assistant Professor of Music; Director of Choral Activities. BA, Whitman College; MM, Western Washington University. DMA, University of Missouri, Kansas City. George Fox University 2015-

Weaver, Brent, Associate Professor of Music. BA, Goshen College; MM, DMA, University of Oregon. George Fox University 2001-

Webb, Donna, Assistant Professor, Graduate Teaching and Leading. BA, University of Dallas; MA, Portland State University; EdD, Portland State University. George Fox University 2015-

Weinert, Mark, Associate Professor of History. BA, Anderson College; MDiv, Western Evangelical Seminary; MA, University of Portland; PhD, Vanderbilt University. George Fox University 1982-

Weiss, Kathleen, Associate Professor of Biology. BS, University of Washington; MD, University of Southern California. George Fox University 2006-

Wheaton, Kristi, Assistant Professor of Education. BA, Biola University; MA, Concordia University. George Fox University 2008-

Willis, Nicholas, Professor of Mathematics. BA, George Fox University; MS, Texas Tech University; PhD, Texas Tech University. George Fox University 2009-

Willson, Kenn, Professor of Music. BA, George Fox University; MMus, University of Portland; DA, University of Northern Colorado. George Fox University 1987-90; 1992-

Wilson, Brent, Associate Professor of Computer Science. BA, Western Oregon State University; MAT, Oregon State University. George Fox University 1994-

Winterberg, Stephen, Assistant Professor of International and Intercultural Studies. BA, Baylor University; MDiv, Southwestern Baptist Theological Seminary. PhD, Intercultural Studies. George Fox University 2015-

Woodley, Randy, Distinguished Professor of Faith and Culture. BA, Colorado Christian University; MDiv, Palmer Seminary (Eastern University); PhD, Asbury Theological Seminary. George Fox University 2010-

Worden, Debra Drecnik, Professor of Business and Economics. BA, Westminster College; MS, PhD, Purdue University. George Fox University 1994-

Wuest, Leslie, Assistant Professor of Social Work. BA, Occidental College; MSW, University of Georgia; PhD, Portland State University. George Fox University 2010-

X

Y

Yazzie, Rebecca, Assistant Professor of Social Work. BA, Arizona State University; MSW, Arizona State University. George Fox University 2015-

Z

Zablotny, Cindy, Associate Professor of Physical Therapy. BS, State University of New York at Buffalo; MS, University of Southern California; DPT, Massachusetts General Hospital Institute of Health Professions. George Fox University 2013-

Zhang, Chengping, Associate Professor of Finance. BS, Changchun University of Science and Technology; MS, Beijing Institute of Technology; MS, PhD, Washington State University. George Fox University 2010-

Faculty Emeriti

Adams, Wayne, Professor Emeritus of Psychology. BA, Houghton College; MA, PhD, Syracuse University. George Fox University 1999-2014.

Allen, Michael A., Professor Emeritus of Sociology. BS, MS, Illinois State University. George Fox University 1976-2002.

Allen, Richard E., Associate Professor Emeritus of Management/Director of Professional Studies. BS, Seattle Pacific University; MS, University of Oregon. George Fox University 1969-2002.

Beebe, Ralph K., Professor Emeritus of History. BA, George Fox University; MEd, Linfield College; MA, PhD, University of Oregon. George Fox University 1955-57; 1974-97.

Boehr, Teresa, Associate Professor of Family and Consumer Sciences; BS, Oregon State University; MA, Linfield College. George Fox University 1985-2015.

Brendlinger, Irv, Professor Emeritus of Religion. BA, MDiv, Asbury College; MEd, University of Oklahoma; PhD, University of Edinburgh. George Fox University 1993-2012.

Buckler, Bob, Professor Emeritus of Psychology. AB, University of California, Los Angeles; MPH, Johns Hopkins University; MD, Georgetown University School of Medicine. George Fox University 1990-2011

Campbell, Douglas, Professor of Art. BA, Florida State University; MFA, Pratt Institute; PhD, The Ohio University. George Fox University, 1990-2015.

Colwell, Wayne E., Professor Emeritus of Psychology. BS, John Brown University; MDiv, Grace Theological Seminary; MEd, University of Arkansas; PhD, Arizona State University. George Fox University 1990-98.

Dillon, Gerald W., Professor Emeritus of Pastoral Ministry. AB, Kletzing College; BS, Asbury Theological Seminary; MA, State University of Iowa; DD, Azusa Pacific University.

Fawver, Gary K., Professor Emeritus of Outdoor Ministries. BA, Wheaton College; MDiv, Gordon-Conwell Theological Seminar; DMin, Western Seminary. George Fox University 1974-2003.

Gilmore, Robert D., Director Emeritus of Instructional Media. BA, Azusa Pacific University; BD, California Baptist Theological Seminary; MSEd, University of Southern California. George Fox University 1964-67; 1968-95.

Hagen, Dennis B., Professor Emeritus of Music. BA, Whitworth College; MMusEd, Indiana University; BD, Western Evangelical Seminary; PhD, Indiana University. George Fox University 1964-2003.

Higgins, Ed, Professor Emeritus of Writing and Literature. BA, LaVerne College; MA, California State College at Fullerton; PhD, Union Graduate School. George Fox University 1971-2011

Hobbs, Julia H., Professor Emeritus of Christian Educational Ministries. BA, Hope College; BD, MTh, Winona Lake School of Theology; PhD, University of Pittsburgh. George Fox University 1975-91.

Howard, David J., Associate Professor Emeritus of Music. BA, Simpson College; BA, MA, San Francisco State College; DMA, Southern Baptist Theological Seminary. George Fox University 1968-85; 1988-2001.

Iancu, Martha, Associate Professor Emeritus of English as a Second Language. BA, MA, University of Oregon. George Fox University 1989-2013.

Jaffe, Clella, Professor Emeritus of Communication Arts. BA, Seattle Pacific University; MEd, PhD, Oregon State University. George Fox University 1995-2014.

Johnson, Craig, Professor Emeritus of Leadership Studies. BA, Luther College; MA, Wheaton College; PhD, University of Denver. George Fox University 1988-2016.

Kimberly, Dwight, Associate Professor Emeritus of Biology. BA, George Fox University; MS, Oregon State University. George Fox University 1994-2011.

Landis, Patricia A., Professor Emeritus of Education, Director of Undergraduate Teacher Education. BA, Seattle Pacific University; MA, University of Washington. George Fox University 1984-99.

Lauinger, Robert E., Associate Professor Emeritus of Music. Bs, Portland State University; MM, Indiana University; DMA, University of Arizona. George Fox University 1967-2002.

Macy, Howard, Professor Emeritus of Religion and Biblical Studies. BA, George Fox University; MA, Earlham School of Religion; PhD, Harvard University. George Fox University 1990-2011.

Macy, Margi, Associate Professor Emeritus of Education. BA, George Fox University; MEd, Wichita State University; PhD, Walden University. George Fox University 1992-2012.

Ocker, Mark, Assistant Professor Emeritus of Organizational Leadership. BA, George Fox University; MAT, Alaska Pacific University. George Fox University 1998-2015.

Orkney, G. Dale, Professor Emeritus of Biology. BA, Northwest Nazarene University; MS and PhD, University of Idaho. George Fox University 1964-2002.

Schroeder, Mel L., Associate Professor Emeritus of Drama. BA, Northwest Nazarene University; MA, San Jose State University. George Fox University 1978-83; 1987-2002.

Stansell, Ron, Professor Emeritus of Religious Studies. DMiss, Trinity Evangelical Divinity School; MDiv, Western Evangelical Seminary. George Fox University 1985-2010.

Stiefel, Al, Professor Emeritus of Counseling. BA, Eastern Nazarene College; BD, Nazarene Theological Seminary; STM, Boston University School of Theology; PhD, Boston University.

Academic Calendar 2016-2017

Fall Semester

Fall Semester Begins	August 29, 2016
Last Date for Special Student Class Registration	September 2, 2016
Last Date for Adding Classes Online (without Instructor Approval)	September 4, 2016
Labor Day Holiday (non-Newberg locations only)	September 5, 2016
Last Day to Change Registration (Add/Drop)	September 11, 2016
Last Day to Submit Application for Degree (Fall Commencement Participation)	September 11, 2016
Census Date	September 13, 2016
Serve Day	September 14, 2016
Last Day to Exercise Pass/No Pass or Audit Option	September 23, 2016
Mid-Semester Holiday (Newberg only)	October 7, 2016
Mid-Semester Grade Entry	October 19-21, 2016
Registration for Spring Semester Opens for Graduate and ADP Students	October 24, 2016
Last Day to Withdraw from Class without Grade Responsibility	November 6, 2016
Transfer Credit Transcript Due Date (Fall Commencement Participation)	5:00 pm, November 18, 2016
Last Day to Request Participation in Fall Commencement with Incomplete Requirements	November 20, 2016
Thanksgiving Holiday	November 24-25, 2016
Dissertation Signed Approval Sheets Due (Fall Commencement Participation)	5:00 pm, December 2, 2016
Study Day (Traditional Undergraduate)	December 12, 2016
Final Exams (Traditional Undergraduate)	December 12-16, 2016
Fall Semester Ends	December 16, 2016
Mid-year Commencement	December 17, 2016
Christmas/New Year's Break	December 17, 2016 – January 8, 2017
Final Grade Entry Deadline	December 25, 2016

Spring Semester

Spring Semester Begins	January 9, 2017
Last Date for Special Student Class Registration	January 13, 2017
Last Date for Adding Classes Online (without Instructor Approval)	January 15, 2017
Martin Luther King Jr. Holiday	January 16, 2017
Last Day to Change Registration (Add/Drop)	January 22, 2017
Last Day to Submit Application for Degree (Spring Commencement Participation)	January 22, 2017
Census Date	January 24, 2017
Last Day to Exercise Pass/No Pass or Audit Option	February 3, 2017
Registration for Summer Semester Opens	February 20, 2017
Mid-Semester Grade Entry	March 1-3, 2017
Juniors Abroad Registration	March 17, 2017
Last Day to Withdraw from Class without Grade Responsibility	March 19, 2017
Registration for Fall 2017 and Spring 2018 Opens for Traditional Undergraduates	March 20-24, 2017
Spring Break	March 27-31, 2017
Transfer Credit Transcript Due Date (Spring Commencement Participation)	5:00 pm, March 31, 2017
Last Day to Request Participation in Spring Commencement with Incomplete Requirements	April 2, 2017
Registration for Fall Semester Opens for Graduate and ADP Students	April 10, 2017
Dissertation Signed Approval Sheets Due (Spring Commencement Participation)	April 13, 2017
Good Friday Holiday	April 14, 2017
Study Day (Traditional Undergraduate)	April 24, 2017
Final Exams (Traditional Undergraduate)	April 24-28, 2017
Spring Semester Ends	April 28, 2017
Spring Commencement	April 29, 2017
Final Grade Entry Deadline	May 7, 2017

Academic Calendar 2016-2017

Summer Semester/May Term

Summer Semester/May Term Begins	May 1, 2017
Last Day to Change May Term Registration (Add/Drop)	May 2, 2017
Last Day to Withdraw from May Term Class without Grade Responsibility	May 4, 2017
Last Day to Change Summer Registration for Full Semester Classes (Add/Drop)	May 14, 2017
May Term Ends	May 19, 2017
May Term Final Grade Entry Deadline	May 28, 2017
Memorial Day Holiday	May 29, 2017
Summer Online Session Begins	June 5, 2017
Last Day to Change Summer Online Registration (Add/Drop)	June 11, 2017
Census Date for Summer	July 1, 2017
Independence Day Holiday	July 3-4, 2017
Last Day to Withdraw from Summer Online Session Class without Grade Responsibility	July 9, 2017
Last Day to Withdraw from Full Semester Summer Class without Grade Responsibility	July 9, 2017
Summer Online Session Ends	July 30, 2017
Summer Online Session Grade Entry Deadline	August 6, 2017
Summer Semester Ends	August 18, 2017
Final Grade Entry Deadline	August 27, 2017

GEORGE FOX
UNIVERSITY

Be Known

1052C 2.11