A warm welcome to the Lawrence family

I am pleased to welcome you to the Lawrence community! The beginning of a new academic year is rejuvenating for all of us who work on a college campus, and the arrival of your son or daughter signals the start of another exciting year for our faculty, staff, administration and students.

As a parent or guardian of a college student, you play a very important role in the transition your son or daughter will undergo. Although we focus a great deal of attention on individual students and their transition to a new living and learning environment, I also recognize that sending a child to college is a major event in the life of other family members. You undoubtedly are experiencing a range of emotions as you make every effort to “let go” so that your son or daughter can assume responsibility as a capable and confident adult in a new phase of life.

I encourage you to remain an active participant in your son or daughter’s education. The interest, encouragement and support you provide make a very big difference on those days when a paper is overdue, an audition did not go well, a friendship is struggling or winter in Wisconsin has become too familiar. Most important, I hope you will share in the joy and sense of accomplishment as your son or daughter sets and reaches goals not previously imagined or takes on a new leadership role that will impact our whole community.

This guide for parents is intended to be a resource for you both now and throughout the years your student is enrolled at Lawrence. I welcome your comments and suggestions about its content and usefulness. My staff and I look forward to meeting you and working closely with our newest Lawrentians.

Sincerely,

Nancy Truesdell
Vice President for Student Affairs
and Dean of Students
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### Fall Term (Term I)

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<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 10</td>
<td>Tues.</td>
<td>Residence halls open for new students (8 a.m.) and Welcome Week begins</td>
</tr>
<tr>
<td>September 13</td>
<td>Fri.</td>
<td>First class meeting of Freshman Studies</td>
</tr>
<tr>
<td>September 13</td>
<td>Fri.</td>
<td>Final advance registration for new students</td>
</tr>
<tr>
<td>September 14</td>
<td>Sat.</td>
<td>Residence halls open for returning students</td>
</tr>
<tr>
<td>September 16</td>
<td>Mon.</td>
<td>Fall Term classes begin</td>
</tr>
<tr>
<td>September 16–27</td>
<td></td>
<td>Registration and class change period</td>
</tr>
<tr>
<td>September 27</td>
<td>Fri.</td>
<td>Last day to make class changes or select the S/U option for Fall Term classes</td>
</tr>
<tr>
<td>October 4–6</td>
<td>Fri.–Sun.</td>
<td>Fall Festival (Homecoming/Family Weekend)</td>
</tr>
<tr>
<td>October 24–27</td>
<td>Thurs.–Sun.</td>
<td>Midterm reading period</td>
</tr>
<tr>
<td>November 1</td>
<td>Fri.</td>
<td>Last day to withdraw from Fall Term classes</td>
</tr>
<tr>
<td>November 21</td>
<td>Thurs.</td>
<td>Last day of Fall Term classes</td>
</tr>
<tr>
<td>November 22–23</td>
<td>Fri.–Sat.</td>
<td>Reading period</td>
</tr>
<tr>
<td>November 24–26</td>
<td>Sun.–Tues.</td>
<td>Final examinations</td>
</tr>
<tr>
<td>November 27</td>
<td>Wed.</td>
<td>Residence halls close (noon)</td>
</tr>
</tbody>
</table>

### Winter Term (Term II)

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 5</td>
<td>Sun.</td>
<td>Residence halls open (9 a.m.)</td>
</tr>
<tr>
<td>January 6</td>
<td>Mon.</td>
<td>Winter Term classes begin</td>
</tr>
<tr>
<td>January 6–17</td>
<td></td>
<td>Registration and class change period</td>
</tr>
<tr>
<td>January 17</td>
<td>Fri.</td>
<td>Last day to make class changes or select the S/U option for Winter Term classes</td>
</tr>
<tr>
<td>January 20</td>
<td>Mon.</td>
<td>Martin Luther King Jr. Day (no classes)</td>
</tr>
<tr>
<td>February 13–16</td>
<td>Thurs.–Sun.</td>
<td>Midterm reading period</td>
</tr>
<tr>
<td>February 21</td>
<td>Fri.</td>
<td>Last day to withdraw from Winter Term classes</td>
</tr>
<tr>
<td>March 14</td>
<td>Fri.</td>
<td>Last day of Winter Term classes</td>
</tr>
<tr>
<td>March 15–16</td>
<td>Sat.–Sun.</td>
<td>Reading period</td>
</tr>
<tr>
<td>March 17–19</td>
<td>Mon.–Wed.</td>
<td>Final examinations</td>
</tr>
<tr>
<td>March 20</td>
<td>Thurs.</td>
<td>Residence halls close (noon)</td>
</tr>
</tbody>
</table>

### Spring Term (Term III)

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 30</td>
<td>Sun.</td>
<td>Residence halls open (9 a.m.)</td>
</tr>
<tr>
<td>March 31</td>
<td>Mon.</td>
<td>Spring Term classes begin</td>
</tr>
<tr>
<td>March 31–April 11</td>
<td></td>
<td>Registration and class change period</td>
</tr>
<tr>
<td>April 11</td>
<td>Fri.</td>
<td>Last day to make class changes or select the S/U option for Spring Term classes</td>
</tr>
<tr>
<td>May 8–11</td>
<td>Thurs.-Sun.</td>
<td>Midterm reading period</td>
</tr>
<tr>
<td>May 16</td>
<td>Fri.</td>
<td>Last day to withdraw from Spring Term classes</td>
</tr>
<tr>
<td>May 26</td>
<td>Mon.</td>
<td>Memorial Day (no classes)</td>
</tr>
<tr>
<td>June 6</td>
<td>Fri.</td>
<td>Last day of Spring Term classes</td>
</tr>
<tr>
<td>June 7–8</td>
<td>Sat.-Sun.</td>
<td>Reading period</td>
</tr>
<tr>
<td>June 9–11</td>
<td>Mon.-Wed.</td>
<td>Final examinations</td>
</tr>
<tr>
<td>June 12</td>
<td>Thurs.</td>
<td>Residence halls close for underclassmen (noon)</td>
</tr>
<tr>
<td>June 15</td>
<td>Sun.</td>
<td>Commencement</td>
</tr>
<tr>
<td>June 15</td>
<td>Sun.</td>
<td>Residence halls close for seniors (6 p.m.)</td>
</tr>
</tbody>
</table>
Dean’s Office
Nancy Truesdell, vice president for student affairs and dean of students 920-832-6596

Dean of students office, Raymond House
The vice president for student affairs and dean of students is responsible for co-curricular and extracurricular activities, residential and campus life, housing, multicultural affairs, the Diversity Center, the Warch Campus Center, international student services, career services, security, dining services, volunteer and community services, counseling and health services, and recreation and wellness programs.

In addition to overseeing the operations of the division, the dean of students initiates and develops policies and procedures, works with various university committees and groups to enhance campus life, and administers campus disciplinary processes. The dean serves as advisor to the judicial board and effects liaison with local authorities.

Campus Life Office
Amy Uecke, associate dean of students for campus life 920-832-6595

Campus life office, Warch Campus Center
The campus life office advises students about their residential, co-curricular and extracurricular interests; advises student organizations; manages student organization facilities; and advises the Lawrence University Community Council.

The campus life office coordinates the staff in the residence halls, including residence hall directors, residence life advisors, residence life managers and support staff; supports residence hall councils; and facilitates educational, social, cultural and recreational programming in each of the residence halls.

The housing office is responsible for the initial assignment of new students to residence hall rooms. Once housing assignments have been made, any room change requests must be initiated with the residence hall director who works in cooperation with the housing office. The assignment of new students is made during the summer prior to matriculation. Continuing students select their rooms through a seniority-based housing selection process run by the Residence Life Committee of the Lawrence University Community Council and coordinated by the housing office.

Multicultural Affairs
Pa Lee Moua, assistant dean of students for multicultural affairs 920-832-7030

Diversity Center, Memorial Hall
The mission of the Office of Multicultural Affairs is to help provide the resources necessary for all students to express and explore culture and identity. The multicultural affairs staff engages in issues that relate to diversity and acts as a catalyst regarding academic, social, and cultural support for students. The office operates the Diversity Center, located in Memorial Hall, which seeks to provide a forum by which issues of diversity and identity can be broadly addressed on campus and in the surrounding community. The office collaborates with university departments, organizations and the broader community in order to enhance programs and services for students while continually supporting the academic mission of the institution. Each year, the office assists student organizations whose primary focus is cultural awareness and celebration, in presenting major campus events open both to members of the campus community and visitors.

International Student Services
Leah McSorley, director of international student services 920-832-6509

International student services, International House
The Office of International Student Services, located in International House, coordinates services for and provides support to international students. Programs and services include cultural enrichment programs and assistance with immigration documents (visas, employment-related permits, and forms I-20 and DS-2019).
Health Services  
Susie Muenster, RN, director of health services  
Health Services, Buchanan Kiewit Wellness Center  
920-832-6574

Health Services is located in the Landis Health Center on the second floor of the Buchanan Kiewit Wellness Center. It is open Monday through Friday during the academic terms. A registered nurse is on duty from 7:30 a.m. to noon and 1 to 4:30 p.m. (Monday–Friday) for treatment of minor medical problems. There is also a physician in the Health Center every weekday morning from 8 to 8:45 a.m. for more serious complaints. Students are seen on a first-come, first-served, walk-in basis—no appointment is needed.

The Health Center does not provide services for eye or dental care or physical therapy but is prepared to make referrals for these or other concerns to specialists in the Appleton community.

<table>
<thead>
<tr>
<th>EMERGENCY ROOMS</th>
<th>Emergencies are handled at the following locations:</th>
</tr>
</thead>
</table>
| **St. Elizabeth Hospital**  
1506 S. Oneida Street  
920-738-2100  
| or | **Appleton Medical Center**  
1818 N. Meade Street  
920-738-6300  
| Both hospitals are approximately 10 minutes from the Lawrence University campus. |

<table>
<thead>
<tr>
<th>NURSING HOTLINES</th>
<th>On weekends and holidays, students may call for medical advice and assessment and referral of medical problems.</th>
</tr>
</thead>
</table>
| Nurse Direct: 920-738-2230  
| or | ThedaCare on Call: 920-830-6877  
| URGENT CARE | available at both hospitals and the locations below: |
| Affinity Urgent Care  
(inside the Affinity Richmond Street Clinic)  
| or | ThedaCare FastCare  
(inside the Shopko store at Northland Mall)  
| Both of these are within 15 minutes of campus. Visits to local clinics or hospitals are at the student's expense. |

Nominal fees are charged for some services at the Health Center. The cost to see one of the doctors is $8; there may be additional fees if the doctor orders any labs or medications. The charges will be billed to the student's account at the finance office. There is no exchange of money at the Health Center.

Strep tests, pregnancy tests and urine dipstick tests are done at the Health Center. All other labs are sent to the physician's laboratory and can be covered by insurance or private pay. These expenses will not be placed on the student's account. Your student will receive a bill from the clinic with the name of the test(s) and the cost.

Lawrence University requires international students, students participating in off-campus programs and students participating in intercollegiate athletics or club sports to have accident and sickness insurance. Although Lawrence only requires health insurance for these students, it is wise for all students to have adequate health care protection. Thus, you should check your family's insurance or any other coverage you might have to see if your son or daughter is covered while attending Lawrence. If not, you may wish to consider the insurance described in the enclosed brochure. If your son or daughter is not an international student and you wish to elect this insurance coverage, please use the enclosed form to enroll directly in the program through Associated Financial Group, the local agent who handles Lawrence's insurance programs. You can also enroll online by completing the enrollment form at www.sas-mn.com. The online form is available under Find My School.

International students who wish to waive insurance are required to return a waiver card or supply evidence of existing insurance to the Office of International Student Services. All other participation is optional. Students participating in organized athletics (varsity, club sports, intramurals) should note that this insurance plan does not cover “injury sustained while participating in the practice or play of interscholastic or intercollegiate sports.” If your family insurance does not cover your son or daughter for such participation, please contact Ann Pabst at Associated Financial Group, 920-731-0400, for information about appropriate health insurance plans.
Counseling Services
Scott Radtke, associate dean of students for health and wellness
920-843-6574
Counseling Services, Buchanan Kiewit Wellness Center

Counseling Services is the primary source of confidential counseling and psychological assistance for students. It is located in the Buchanan Kiewit Wellness Center. Counseling and outreach activities are oriented toward helping people resolve emotional difficulties, learn helpful coping skills, explore options and their consequences, set goals and address the effects of trauma, disadvantage and substance abuse. Counseling Services staff members recognize that the campus community encompasses people with diverse ethnic, lifestyle and racial backgrounds and with a variety of special needs. They also recognize the importance of strong social connectedness among members of the campus community as a way of promoting mental health.

Counseling Services is staffed by licensed mental health professionals who are available to see enrolled students at no charge. Students schedule initial counseling appointments through the Wellness Center (920-832-6574). Counseling Services offers an unlimited number of scheduled appointments to students; however, in order to remain accessible to all students, counselors are not able to offer standing weekly appointments; students are invited to reschedule at the next mutually available time. In a few circumstances counselors may offer to schedule a series of return appointments as needed. Daily walk-in hours are offered Monday through Friday in order to respond to urgent or crisis situations.

For after-hours psychological emergencies during the academic year, an on-call Counseling Services staff member may be called by students at 920-419-8167. Students seeking help on an emergency basis may also speak with an Outagamie County crisis worker by calling 920-832-4646, the National Suicide Prevention Lifeline at 800-273-TALK (8255) or 911.

All interactions with Counseling Services are confidential. This includes the scheduling of and attendance at appointments, content of sessions, progress in counseling, and counseling records. Students may request in writing that a counseling staff member release specific information about their counseling to persons they designate, including parents. The only exceptions to confidentiality involve the imminent danger of harm to self or others, report of physical or sexual abuse involving someone under age 18, a court order, and consent for treatment of minor students.

Counseling Services staff members consult with a local community psychiatrist who comes to campus on a regular basis. Appropriate referrals to community providers are made for specialized assessment and for more intensive mental health treatment when necessary. Students are responsible for the cost of any off-campus services. The Counseling Services webpage, www.lawrence.edu/students/wellness/counseling/parents, offers resources for parents.

Wellness Programs
Erin Buenzli, director of wellness and recreation
920-832-7190
Wellness and recreation, Buchanan Kiewit Wellness Center

In addition to health and counseling services, Buchanan Kiewit Wellness Center is the heart of recreational and wellness activities on campus. The facility offers a cardiovascular exercise room and a weight room featuring Nautilus and Universal equipment, racquetball courts, a gymnasium with an elevated, four-lane jogging track, and Olympic-size swimming pool.

Lawrence students regularly participate in a variety of recreational, fitness and health programs including intramurals, weight training, Pilates, yoga, dance and exercise classes, and water classes.

The Buchanan Kiewit Wellness Center recognizes the importance, benefits and rewards of leading a healthy lifestyle. The center and its staff are committed to serving a diverse campus community by providing quality experiences that contribute to individuals’ total well-being.
Career Services
Mary Meany, dean of career services  920-832-6561
Career Services, Hurvis Center
Career Services are available to all students and alumni who are interested in choosing a major or applying to graduate/professional school or pursuing full-time employment, internships and summer jobs. Students are encouraged to explore career options early in their undergraduate years and become familiar with career resources that can assist with career planning needs.

Career services include:
- Individual career advising
- Graduate/professional school information, including entrance examinations
- Alumni networking
- Internship program
- Full-time employment, part-time employment and summer job listings
- Job search assistance (résumé/cover letter writing, practice interviewing)
- Videotaped practice interviews
- On-campus recruiting and career fairs
- Credential file services
- Extensive career library and web resources

For information on how parents can assist in the career planning process, consult the Career Services webpage at www.lawrence.edu/students/resources/career

Dining Services—Bon Appétit
Julie Severance, general manager Bon Appétit  920-832-7314
Warch Campus Center
Lawrence University is a residential college, and all students are expected to live and dine on campus throughout their entire enrollment. Lawrence contracts with Bon Appétit, an onsite restaurant company, to manage all campus dining. A variety of meal plans are offered including meals in the all-you-care-to-eat Andrew Commons and declining balance dollars to be spent in the Café, Coffee Shop and Corner Store. Starting with the second term of the first year students have an additional all declining balance meal plan option. Based on current student feedback, we expect most students will opt for one of the combination plans, options that have a combination of all-you-care-to-eat and declining balance dollars.

Security
Jon Meyer, director of security  920-832-6999
Security, Warch Campus Center
The personal safety and security of each student, faculty and staff member is both an individual and community concern. While the University strives to provide a campus environment free of undue risks to persons and property, it is each person’s responsibility to pay attention to his or her surroundings, to avoid potentially hazardous situations and to exercise his or her own best judgment to maintain personal safety and well-being. In addition, each member of the community must call attention to conditions or situations which threaten the safety and security of others by contacting appropriate campus and/or community authorities.

Lawrence operates its own security service. The staff is comprised of six full-time officers and five part-time officers. Some years, one or two students are also hired as part-time security personnel. Although these security officers have no arrest authority, they work very closely with the Appleton Police Department. Lawrence Security is in radiophone contact with the police, and the police respond promptly to all requests for assistance. In an emergency, students may contact security by calling 920-832-6999 or the police by dialing 9-911 from any campus phone including the outdoor emergency phones. Students are encouraged to report crimes to the police and to utilize other services of the police department. Officers from the Appleton Police Department speak before campus groups, train residence hall directors and residence life advisors, provide statistics on local crime, and participate in campus forums. The cooperation between the university and the police is an important element of Lawrence’s campus security policy. Residence hall staff members regularly advise
students, individually and collectively, to report crimes and other security issues. Lawrence security will escort students to any campus or nearby location upon request.

All campus facilities are open to members of the Lawrence community and their invited guests. All other persons may be asked to leave or be treated as trespassers in violation of posted building use policies. Outside doors to student residence halls are locked 24 hours a day with exceptions (such as move-in day) being determined by the vice president for student affairs and dean of students. Each student is given appropriate ID card access to student residences. All other campus buildings are locked and unlocked at regular, specified times and are not accessible when locked except by authorized persons.

Lawrence University’s crisis plan includes use of the LU Alert system, an emergency notification system that can provide telephone, text, and email messages to students, faculty, staff and emergency contacts during a crisis situation.

**Whistlestop Program**

How Whistlestop works: Lawrentians blow their whistles to signal trouble—and when they hear the signal, they know that a neighbor is in distress. They should call the police and campus security for help, and then blow their own whistle to attract additional attention. The distinctive sound of the whistle ties the isolated Lawrentian to fellow Lawrentians and through them to the police or campus security. It is the only safe, nonviolent weapon a person can carry at all times. A criminal cannot turn a whistle on its owner. The Whistlestop Program is intended to help a community to be a community by encouraging neighbors to stick together and to help each other in a crisis.

**Volunteer and Community Service Center**

*Kristi Hill, director of volunteer and community service programs*  
920-832-6644

**Volunteer and Community Service Center, Raymond House**

Volunteer opportunities play an important role in educating students for lives of service and community responsibility. The Volunteer and Community Service Center, located in Raymond House, is committed to helping Lawrentians identify, participate in, and reflect upon service opportunities. Staffed primarily by students, the office maintains resource files and a volunteer database, sponsors both one-time and long-term volunteer experiences, and facilitates the activities of student organizations dedicated to service. The Volunteer and Community Service Center values the holistic development of volunteers, supporting students, staff and faculty in their service endeavors from preparation to evaluation.

Service projects and volunteer placements address at-risk youth, seniors, environmental issues, social justice, education, literacy, the arts and a variety of other populations and topics.
The Lawrence curriculum promotes exposure to a wide range of subject matter and intellectual approaches. It also calls for the focused study of a single area of knowledge. Within this general framework, the student exercises wide latitude in building a course of study. A Lawrence education, then, results from considered choices. The college provides ample room for such choices and encourages students to make well-considered decisions.

Lawrence provides its students with an opportunity to work in the major academic areas in ways that best suit their interests, talents and plans. Most students major in a single discipline. Some elect interdisciplinary majors, while some students design their own majors. Others pursue multiple majors or the five-year double-degree program leading to both the Bachelor of Arts and Bachelor of Music degrees. Most students select a major during the sophomore year, after they have had an opportunity to sample course work in a variety of disciplines. Once they have determined a major, they consult with their major advisors and plan their future academic programs.

**Academic Calendar**
Lawrence operates on an academic calendar featuring three terms of 10 weeks each. Although students only spend 10 weeks in a term, each course includes the same amount of material as would be found in a more traditional 15-week semester; thus, most students take a full load of three courses per term. The pace of our academic term leaves little room for students to procrastinate, and students are encouraged to stay on top of their work.

**Academic Advising**
Each Lawrentian has a faculty advisor who helps the student plan and pursue a program of study. Although responsibility for a Lawrence education rests primarily with the student, the faculty advisor may assist the student in gaining self-understanding, planning an appropriate schedule, thinking about career possibilities and learning to profit from the resources of the college and conservatory. The associate dean of faculty for student academic services considers academic interests and goals when assigning a new student to a faculty advisor. It is not always possible to match a new student with an advisor in the student’s initially identified area of study, but all faculty are able to provide new students with guidance and support as they begin their studies. It is expected that a new student will remain with this advisor for at least the first academic year. After that, a student may change a faculty advisor at any time by completing a simple form that requires only the signature of the new advisor. Advisor change forms are available from student academic services (Briggs Hall) and the office of the registrar (Brokaw Hall). If the student wishes to change advisors or is notified that the advisor will be gone from campus for an extended period of time and is unsure of how to find a new advisor, the associate or assistant dean of faculty for student academic services will assist the student in selecting an appropriate replacement.

After meeting with an advisee, the advisor releases the advisee hold on registration. This release indicates that the advisor has had the opportunity to provide the student with the benefit of his or her advice and counsel. Advisors may not release the advising hold if the student has not discussed plans. In addition to consultation with the academic advisor, students may consult with any member of the faculty as well as staff in student academic services for supplementary academic advising.

**Honor Code**
As stated in its charter: “To help maintain an atmosphere of mutual trust and confidence among students and faculty and to ensure that each student is judged solely according to his or her own merits, the Lawrence University community established the Honor Code: No Lawrence student will unfairly advance his or her own academic performance or in any way limit or impede the academic pursuits of other students of the Lawrence community.”

The Lawrence University community firmly believes in the academic atmosphere that this Honor Code is intended to ensure. Students are therefore expected to affirm the values embodied in the Honor Code and to report suspected violations. The Honor Code is described fully on the Honor Council and Lawrence University websites, and in brochures distributed to students.
Björklunden Seminars
Kim Eckstein, office coordinator
Björklunden vid Sjön, Baileys Harbor, Wis.

Lawrence offers a wide variety of weekend seminars and retreats at Björklunden vid Sjön (“Birch Forest by the Water”) to supplement and enhance learning opportunities for students. Björklunden is Lawrence’s northern campus, a 405-acre estate offering meadows, woods and more than a mile of unspoiled Lake Michigan waterfront, located near the village of Baileys Harbor in Door County, Wisconsin. Given to the university in 1963 by Winifred and Donald Boynton with the understanding that it would be preserved as a place of peace and contemplation, Björklunden serves as an ideal retreat setting for students, faculty, and staff, providing the solace to explore and to reflect upon ideas and their consequences.

Seminar participants typically depart following dinner on Friday evening and return to campus on Sunday afternoon in time for dinner. Students are required to utilize university transportation and travel with their group. All meals and lodging are furnished to the student at no charge.

Seeley G. Mudd Library
Peter Gilbert, librarian
Seeley G. Mudd Library

The Seeley G. Mudd Library, a partner in the teaching and learning mission of the college and conservatory of Lawrence University, seeks to prepare students for a lifetime of learning and independent inquiry. The library develops, organizes and maintains collections to support and enhance the curriculum, provides access to information worldwide, helps members of the Lawrence community find the resources they need and teaches the skills necessary to identify, locate, evaluate and use those resources.

The Mudd Library staff likes to have fun year-round, and they love it even more when they can get students, faculty and staff involved. Various events happen all year long, some annually, some not. They have a number of ways students can connect with library staff and stay informed about upcoming events.

Student Academic Services
Academic advising, academic support services, Center for Teaching and Learning
Geoff Gajewski, associate dean of faculty for student academic services

The office of Student Academic Services provides students with information and advice about academic standing, academic credits, transfer credits (including AP/IB credit), leaves of absence and withdrawals from the university, variations on traditional courses of study, academic progress, changes in degree program and other academic matters. The associate dean of faculty for student academic services serves as advisor to the university Honor Council and can answer questions about the honor system. The office also coordinates services for students with disabilities and supervises the Center for Teaching and Learning (CTL).

The CTL includes several non-remedial peer tutorial services (at no cost). A high percentage of Lawrence students (including the majority of freshmen) use tutorial services as support for completing general education requirements and to develop their skills more broadly. Students may receive assistance from trained tutors in writing, in oral communications, in quantitative reasoning, and in any course subject. In addition, students may get academic counseling and skills development in such areas as note taking, exam preparation, study habits and time management.

Parents are asked to encourage their sons and daughters to seek assistance from their academic advisors, from student academic services and from the CTL. Students not only may avoid possible difficulties but also may enhance their academic experiences.
As a parent, you should know that Lawrence faculty and staff are not free to discuss your student’s academic progress with you without his or her knowledge and consent. This is an important and notable departure from the routine teacher-parent conferences conducted at elementary and secondary schools. During Fall Festival (Family Weekend) and at other times when you are visiting campus, faculty and staff would be happy to talk with you and provide information about the academic program, academic and social regulations, academic and other support services, procedures and policies. Such information can make your conversations with your son or daughter more productive and meaningful. We strongly encourage you to discuss your expectations for being kept informed of academic progress and other matters with your son or daughter before the academic year begins.

Access to information contained in student education records is governed by the federal Family Educational Rights and Privacy Act (FERPA). The act accords students certain rights with respect to their education records: the right to inspect the contents of education records, the right to request amendments to education records, the right to consent to disclosure of the content of education records (except to the extent that FERPA authorizes disclosure without consent) and the right to file a complaint with the U.S. Department of Education about alleged failure of an institution to comply with the law. When a student reaches the age of 18 or enrolls in a postsecondary institution, the rights granted under FERPA are no longer shared with parents or guardians, but are granted solely to the student. Information about FERPA, and the circumstances under which information contained in their records will be released to others, is contained in the online Student Handbook and also sent to each student at the beginning of every term.

With these rights also come obligations and responsibilities. Lawrence University does not automatically send information about academic progress or disciplinary actions to parents or guardians. It is the student’s responsibility to communicate such matters to family members, and others, as needed. The vast majority of Lawrence students communicate their academic progress to their parents directly, but some choose to sign a release authorizing the university to send copies of grade reports and academic action letters to parents and other parties. At any time students also can request a copy of their full academic record be sent to parents or other parties and may give permission in writing for deans and professors to discuss their academic work with others. Parents who want access to education records without authorization from the student must provide the registrar with a certified copy of their most recent federal tax return showing the student’s dependent status before information can be released and should know that the student will be informed of the release of information. Students who need to report their academic progress or enrollment status to other parties, such as scholarship foundations, graduate schools or prospective employers, must submit a written request to the registrar’s office before a transcript or other documentation containing non-directory information will be released.

The vice president for student affairs and dean of students or designee reserves the right to contact a parent or legal guardian to disclose information about any violation of federal, state or local law or any university policy governing the use or possession of alcohol or a controlled substance. The decision to contact a parent or legal guardian will be based on professional staff’s review of an incident(s) for pattern and severity in a student’s behavior.

Under FERPA, information designated by Lawrence as directory information may be released without written consent, unless the student requests non-disclosure. Directory information includes such items as name, address, telephone number, dates of attendance, class, degree(s) conferred, field of study, participation in sports and activities, honors and awards, email address and photographs. Students may request non-disclosure of any of these items at any time.

FERPA sets the minimum standards for release of information from education records but does not prohibit institutions from according additional rights in this regard to students. Lawrence has created additional internal procedures to help ensure the privacy and safety of students. Local addresses, phone numbers and expected location of students in attendance are not released to callers or individuals who are not members of the campus community except as required by federal and state laws. Students anticipating visitors should make arrangements in advance to meet their guests. In an emergency, requests for information about students should be referred to the vice president for student affairs and dean of students.
If you have questions regarding student education records, you may contact the vice president for student affairs and dean of students (college programs and regulations), the associate dean of faculty for student academic services (curriculum, academic support services, academic progress) or the registrar (academic records, enrollment and other verifications, and FERPA).

**Student Conduct**
Lawrence University is a residential academic community, and its rules and regulations are designed to protect and promote a learning environment and to control behavior that infringes on the rights and freedoms of community members. A college education is academic and intellectual in nature and includes the development of social and ethical attitudes and values that encourage mature, responsible behavior. Students are encouraged to resolve differences and conflicts through rational discussion and mutual respect. When such resolution is not possible, students may avail themselves of various judicial procedures, depending upon the situation.

**Judicial Procedures**
- Grievance Procedures: staff mediated process
- Judicial Board: peer review process with formal hearing format
- Honor Council: formal peer review of academic dishonesty issues

Judicial procedures may be initiated by students according to the guidelines and instructions provided on the Lawrence website.

Issues of sexual misconduct are handled through a separate process, also outlined on the Lawrence website. Students with concerns regarding sexual violence may consult with a member of the faculty or staff specially trained to assist students and clarify options. The process provides for individual counseling, anonymous reporting or filing of a formal complaint. Whenever complaints are filed, an independent consultant retained by the college conducts a thorough investigation and makes recommendations to the appropriate officials. When any party involved is dissatisfied with an investigation or its outcomes, a hearing of the sexual assault/sexual harassment hearing board may be convened.
Admission and matriculation fees
$40 Fee payable with application by all applicants
$400 Tuition deposit—newly-admitted students will pay a one-time, non-refundable deposit
$300 Housing deposit—continuing students are required to pay a non-refundable housing deposit that is due by April 1 and will be applied to the student’s account for the first term they are on campus in the next academic year
$20 Matriculation fee for initial enrollment
$30 Residence hall activity fee

2013–2014 Comprehensive fee direct costs
Direct costs are billed by Lawrence University and appear on your student’s monthly billing statement.

$40,926 Tuition per three-term year, payable in installments of $13,642 each term
$3,975 Double room charge, $1,325 per term
$4,719 Single room charge, $1,573 per term
$4,521 Annual board plan, $1,507 per term
$285 Student activity fee/Lawrence University Community Council fee, $95 per term
$15 LUCC Environmental Sustainability Fee, $5 per term

Other estimated expenses
Estimated expenses are those associated with a student attending college, but not paid directly to Lawrence. Estimated expenses are the most variable and personal component of any student’s budget.

$900 Textbooks & supplies, $300 per term
$975 Personal expenses, $325 per term
$300–$1,200 Travel expenses, $100–$400 per term

Additional fees (if applicable)
$250 Music lesson charge per term, one-half hour of instruction per week, for students not majoring in music

Students who are registered for more than 23 units (excluding ensembles) in an academic term will be charged additional tuition. $1,137 per unit is the fee charged for academic year 2013–14.
**Athletics**

*Mike Szkodzinski, director of athletics and head hockey coach*

920-832-7348

*Alexander Gymnasium*

The mission of the Department of Athletics is to provide a source of pride and enthusiasm for Lawrence University and the Lawrence Community by helping student athletes strive for excellence in both athletics and academics while demonstrating good sportsmanship in competition at the highest level of the MWC, MCHA and NCAA Division III.

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**Conservatory of Music**

*Brian Pertl, dean of the conservatory of music*

920-832-6614

*Conservatory of Music, Music-Drama Center*

Lawrence University comprises a selective liberal arts college and conservatory of music. Music has been part of the program at Lawrence since instruction was first offered in 1849. The Conservatory of Music was established in 1874, and the first Bachelor of Music degree was conferred in 1892.

The mission of the conservatory is to sustain and advance the understanding and practice of the art of music. To that end, the conservatory provides instruction and musical experience of the highest quality for music majors in the Bachelor of Music and Bachelor of Arts degree programs, students majoring in disciplines other than music, and members of the broader community.

These objectives are pursued within the context of an undergraduate education in which the liberal arts are enriched by music and the study of music is founded upon principles of liberal education, principles that naturally engender engagement with a community of scholars and artists. Thus, while the focus of the conservatory is essentially professional, its objectives contribute to and parallel those of the university and support the preparation of students in more than one dimension for more than one role in life.

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**Financial Aid**

*Sara Beth Holman, director of financial aid*

920-832-6583

*Ryan Gebler, assistant director of financial aid*

920-832-6583

*Financial aid, Brokaw Hall*

**Loan Options**

As a parent of a college student, you can obtain a Federal Direct PLUS Loan (also commonly referred to as the Parent PLUS Loan). Unlike a private student loan, you (the parent) are the borrower. To learn more and to apply for a PLUS Loan please see the financial aid webpage: [www.lawrence.edu/info/offices/financial-aid/parents](http://www.lawrence.edu/info/offices/financial-aid/parents).

In addition to the PLUS Loan, you or someone else can also co-sign for a Private Student Loan. Your student is the borrower for a Private Student Loan. More information can be found on the financial aid webpage.

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**Financial Services**

*Bonnie Schallie, student accounts specialist*

920-832-6547

*Financial services, Brokaw Hall*

Student accounts and the cashier are located on the first floor of Brokaw Hall. Services provided by the cashier and student accounts include the following:

- Payment of tuition and fees
- Check cashing (up to $50)
- Short-term loans
- Issuing keys (other than residence halls)
- Notary public
- Student account inquiries
Billing Statements

- Billing statements are only available online in CASHNet.
- The first billing statement of the academic year is available on July 15.
- New billing statements are available on the 15th of each month.
- Students must create a CASHNet account for their parent(s).

Payment Due Dates

<table>
<thead>
<tr>
<th>Term</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Term</td>
<td>August 15</td>
</tr>
<tr>
<td>Winter Term</td>
<td>December 15</td>
</tr>
<tr>
<td>Spring Term</td>
<td>March 15</td>
</tr>
</tbody>
</table>

Monthly Payment Plan

Lawrence offers a 10-month payment plan. The enrollment fee is $90 per year. You can find the monthly payment plan enrollment form on the financial services website: www.lawrence.edu/info/offices/financial_services/student_accounts.

Lawrentian

www.Lawrentian.com

The Lawrentian has been Lawrence’s student newspaper since 1884 and is the community’s premier source of news. The Lawrentian is entirely student run and students are provided with this paper at no charge. The newspaper provides information on campus happenings: student and faculty achievements, administrative decisions, curriculum changes, visiting lecturers and artists, sporting events, and many more of the issues and events that shape your student’s college experience. It further serves as a forum for members of the community to engage in dialogue. You can order a subscription online at: http://kks.lawrence.edu/1547.html.

Logo wear

Sales manager

Lawrence Apparel & Gifts, Warch Campus Center

920-832-6775

Lawrence Apparel & Gifts store is the place for Lawrence logo wear, including T-shirts, sweatshirts and other clothing, along with glassware, CDs, blankets, gift baskets and more. Visit the online store for 24-hour shopping: go.lawrence.edu/apparel.

Mail

Sam Pierson, mail services coordinator

Warch Campus Center, second floor

920-832-6657

Located on the second level of the Warch Campus Center, Lofgren Mail Services is a centralized full-service mailroom for the campus community. USPS, Fed EX, UPS and other services are available. Mail Services hours are from 8 a.m. to 7 p.m. Monday through Friday and 10 a.m. to 2 p.m. Saturday (closed Sunday). All student mail is delivered and picked up from the Warch Campus Center.

Student mail should be addressed as follows:

Student Name
711 E Boldt Way, SPC # (insert mailbox number)
Appleton, WI 54911-5699

There is no mail delivery to residence halls or University owned houses and small apartments.
Off-Campus Programs  
Laura Zuege, off-campus programs advisor  
Off-campus programs, International House  

920-832-7360

Off-campus study provides an invaluable opportunity to hone and extend the intellectual skills and capacity for civic and political engagement associated with a Lawrence liberal arts education by placing students in educational settings that purposefully combine classroom and experiential learning. In such settings students are challenged to apply and interrogate what has been learned on the home campus and to evaluate the possibilities of alternate perspectives and modes of inquiry.

Off-campus study also provides a rich opportunity for personal growth as students gain independence and self-confidence through active engagement with social and cultural practices different than their own and/or through the experience of educational or research settings whose pedagogical approaches and curricular structures differ from those at Lawrence.

Lawrence currently offers 57 off-campus study programs (48 international and 9 domestic), located around the world and throughout the United States. Details of the program offerings, as well as listing of the specific policies governing participation in off-campus study, are available on the Lawrence website: www.lawrence.edu/academics/offcampus.

Outdoor Recreation Club (ORC) Survival Baskets

Survival Baskets are bags of goodies which are hand delivered the weekend before finals week of each term with a hand written note of encouragement. Each basket is packed with all sorts of food and are designed to meet the diverse dietary needs of a stressed-out finals week student. Typically they include: apples, oranges, fruit juice, Sun Chips, Gardettos, Chex-Mix, popcorn, cookies, Ramen and various other snacks. Gluten free and vegetarian options are available, and we also cater to food allergies. ORC Club members purchase, assemble and deliver the food items to your student’s door. Survival Basket profits support ORC activities on and off campus. In the past few years, Survival Basket funds have largely gone toward the purchase of new, top-of-the-line gear. Funding has also supported on-campus outreach programs and subsidized trip costs. We encourage you to order a Survival Basket for your student for each of the weekends before finals, and include a personal hand-written message to support your student at this stressful time.

Order online at: go.lawrence.edu/apparel.

Property Insurance

www.nssi.com

Every year college students like yours lose millions of dollars worth of personal property from theft, fire, flood, vandalism, natural disasters and accidental damage.

National Student Services Inc. insurance covers students:

- laptops
- cameras
- mp3 players
- cellphones
- musical Instruments
- furniture
- and MUCH more!

Your student can be protected against financial hardships caused by loss of property. The Student Personal Property Plan is officially recognized at more than 2,000 colleges and universities in the United States. This plan protects your financial investment in personal property and guarantees your satisfaction. Enclosed please find a National Student Services Inc. brochure.
Student Employment
Sara Beth Holman, director of financial aid 920-832-6583
Ryan Gebler, assistant director of financial aid 920-832-6583
Financial aid office, Brokaw Hall
The Lawrence student employment program provides assistance to both students and campus employers in meeting employment needs. The financial aid office (Brokaw Hall) oversees this program and maintains an online listing of open positions at www.lawrence.edu/info/offices/financial-aid/studentemployment. On-campus employment positions are limited and preference is given to students who have a federal work study or campus employment award in their financial aid package. Students who have been awarded work in their financial aid package should seek employment opportunities as soon as possible after their arrival on campus.

Technology Services
Helpdesk
Technology Services, Seeley G. Mudd Library
Technology Services provides a variety of support services for Lawrence's computer technology systems and facilities. Centered on the second floor of the Seeley G. Mudd Library, the staff includes a user services team that maintains and configures computers, ensures problems and questions are addressed in a timely manner, and researches new hardware for the campus. The Helpdesk, staffed by students and professional staff, responds to a variety of questions from campus users.

Each of Lawrence's seven major residence halls contains a public lab of networked computers, a networked laser printer and a telephone. Facilities are accessible 24 hours per day. Each student receives a personal computer account to access and use the Lawrence network email and access the Internet. The standard format for an email address is: <First Name.Middle Initial.Last Name@lawrence.edu>. For example, Susan R. Smith’s address would be susan.r.smith@lawrence.edu. Students can also use personal computers in their residence hall rooms. Technology Services accepts either Macintosh or Windows compatible computers on the network.

Technology Services is able to obtain academic discounts for many software packages and these discounts may be extended to students. Lawrence is part of the Apple Campus Direct, Dell and HP programs that enable purchases of hardware at discounted prices. For more information, contact Technology Services at helpdesk@lawrence.edu, call 920-832-6570 or visit our website: www.lawrence.edu/dept/its.

Telephones on Campus
Helpdesk
Technology Services, Seeley G. Mudd Library
Students need to provide their own means for making personal local and long-distance telephone calls from the Lawrence campus. Hallway and outside phones permit calling to on-campus, local area and toll-free numbers.
Transportation
Campus Security will assist (when they are able) with off-campus emergency doctor and dentist appointments. Campus Security will not leave campus between the hours of 11:30 a.m.–1 p.m. and 4–6 p.m. Students can check with the residence life personnel in their hall or house for the bus schedules or Appleton taxi services; or ask a friend with a vehicle before asking for assistance from Security. **Students MUST notify the nurse of their need for transportation and it MUST be an emergency.**

Lawrence has an on-campus car rental program for students, faculty and staff. Enterprise CarShare vehicles will be on campus and available for students (18 years and older) to rent by the hour, the day, overnight or even on weekends. The cars will be conveniently located on campus and available 24/7. Your student can leave his or her car at home yet have ready access to a vehicle when needed. The low hourly rate includes fuel and insurance—renting a car has never been easier. Details of the CarShare program will be available for all students when they arrive. We are excited to provide another transportation alternative to Lawrence students.

If you want to learn more about Enterprise CarShare, visit: [www.enterprisecarshare.com](http://www.enterprisecarshare.com).

**Viking Bookstore**
[www.lawrence.bkstr.com](http://www.lawrence.bkstr.com)
Lawrence contracts through e-Follett to manage the Viking Bookstore. The bookstore, located on the first floor of Colman Hall, is open advertised hours during the first few weeks of each term (for students to buy books or pick up pre-ordered books) and the last few days of each term (for book buy-back).

At any time, students can order textbooks and course materials on the website at: [www.lawrence.bkstr.com](http://www.lawrence.bkstr.com).

**Viking Gold**
By adding funds to a Viking Gold debit account, students can make purchases at various venues in the Warch Campus Center. The funds can also be used for laundry and at several vending machines on campus. Funds are tracked on the Lawrence University ID card.
In an effort to extend the liberal arts mission beyond the classroom, Lawrence students live on campus and reside in one of our residence halls, group houses, small houses or theme houses. As a residential campus, all full-time students are expected to live on campus throughout their course of study. Exemptions are granted to students who have been Lawrence students for four academic years, students beginning their fifth year or later after high school, married students, students in documented domestic partnerships and students with dependent children. Students meeting any of these requirements should submit a written request for an exemption to the dean of students. Housing charges will be cancelled only after reasons are verified. Off-campus students must keep the registrar's office informed of their addresses and phone numbers.

On-campus facilities include coeducational residence halls. Six of the halls house freshmen and upperclass students, while one is reserved for upperclass students. All Lawrence residences are smoke-free and one residence hall is designated substance free, prohibiting the use of alcohol. A small residence hall for women is available for upperclass students. Small residences and houses (older homes converted for student housing) provide upperclass students the opportunity to live and work together around a common theme or to live in a small group setting.

Lawrence Residence Halls
Living on campus provides some of the most memorable moments of a student’s college experience. Therefore, it is important to the residential mission that our halls provide an exciting environment for living and learning. It is the mission of the campus life department to provide students with opportunities to initiate and participate in educational programs outside of the classroom, a wide array of leadership experiences, and a full calendar of social activities. Students learn to live with people who are very similar to themselves as well as those with different backgrounds. As students become an active part of this community, they come to know themselves as never before.

At Lawrence, we encourage students to become members of a close-knit community. Each residence hall reflects the interests of the students who live there and students make decisions about their hall environment such as the establishment of hall quiet hours. We consider living on campus an opportunity to augment classroom learning and believe that residential living is a vital part of a student’s development.

The campus life staff are responsible for educational and social programming in residence halls, opening and closing procedures, and the general operation of the residence halls. The student housing office is responsible for the initial assignment of students to residence hall rooms, computer data entry of housing information during the academic year, and operation of the housing lottery by which continuing students select rooms.

Hall Features
Soon after students move into their rooms, their residence hall becomes their “home away from home.” Each student room is furnished with basic furniture for each resident, including a bed, desk and desk chair, dresser, wastebasket, and closet or wardrobe. Some rooms include sinks, mirrors, lounge chairs, lamps, and bookshelves. All rooms are equipped with smoke detectors. The construction of homemade lofts is not allowed. Students will need to bring their own bed linens, blankets, pillows, towels and hangers.

Other hall features
- TV and study lounges
- Computer labs
- Fireplaces
- Kitchens/microwaves
- Leadership opportunities
- Laundry facilities
- Computer connections in rooms
- Wireless computer connection

Refrigerators
Refrigerators larger than 4.4 cubic feet are prohibited in campus residence rooms.
Residence Life Staff
Each residence hall is staffed by a residence hall director who has a special interest and training in residence education. The residence hall director oversees the general operation of the hall, supervises the residence life advisors in the building, works closely with the hall council to plan programs and activities, and is available to help with personal problems that may arise throughout the year. The residence hall director lives in the building in order to be accessible and available to help students.

Residence Hall Directors
- Michael Poradek, Brokaw/Colman Halls, 920-832-7478
- Ellie Crean, Hiett Hall, 920-993-6327
- Rose Wasielewski, Kohler Hall, 920-832-7590
- Sara VanSteenbergen, Ormsby Hall, 920-832-7672
- Kate Allison, Plantz Hall, 920-832-7383
- Drew Stuart, Sage Hall, 920-832-7883
- Khrystal Condon, Trever Hall, 920-832-7382

Residence halls are also staffed with residence life advisors (RLAs), students carefully selected and trained to provide peer assistance to the residents of the hall. Residence life staff members are available to provide advice, support, and direction to all residential students. The custodial staff in each building maintains public areas and provides cleaning supplies to students for their use. Students are encouraged to report maintenance needs to residence hall staff.

Lawrence believes that residence hall living is the first step in making a life transition. As such, it is important to allow students to be active leaders in their community and participants in self-governance opportunities. Lawrence students value these opportunities as a part of their learning experience and utilize them to contribute meaningfully to their living environment.

Hall Openings and Closings
Residence Halls open for new freshman at 8 a.m. on Tuesday, September 10, 2013. Students are not allowed to remain on campus during Winter Break. All residence halls and theme and group houses will close at noon on Wednesday, November 27, 2013, and reopen at 9 a.m. on Sunday, January 5, 2014. Students may leave their belongings, but will need to remove or make arrangements for any pets that they had previously been approved to have in their room.

Students are allowed to remain in campus housing during Spring Break provided they complete the Spring Break “request to stay” form found on the student life webpage.

At the end of the academic year, underclass students are allowed to check out of their room and leave campus after they have completed their last final exam. The schedule of final exams for each term is posted on the registrar’s webpage. Residence halls close for underclassmen at noon on Thursday, June 12, 2014.
Dining on Campus
The Warch Campus Center has four distinctly different dining venues available that are open a combined 17.5 hours per day. All accept culinary cash, Viking gold, cash and credit cards.

Andrew Commons
Any time—breakfast, lunch or dinner—visit the exciting world of Lawrence’s all-you-care-to-eat facility located on the lower level of Warch Campus Center. The menu features items cooked from scratch daily using the freshest quality ingredients served in a variety of specialty stations.

Kaplan’s Grill
Located just off Main Street, Kaplan’s serves great food served in a quiet, efficient manner. Its deli cases are constantly filled with specialty sandwiches and paninis. At breakfast it features a full line of bagels made fresh daily and breakfast sandwiches. A full grill menu includes hot sandwiches, great burgers, appetizers and many late night snack options.

Bob & Pat’s Coffee Shop
Located adjacent to the Grill is a full-service coffee shop featuring Alterra coffee and coffee drinks, smoothies, Chocolate Shoppe hand-dipped ice cream, and a full line of homemade pastries and desserts baked fresh daily in the campus bakery.

Kate’s Corner Store
Located on the second level of the Warch Campus Center is a sophisticated, comfortable neighborhood grocery store designed with a focus on freshness and a menu of popular brands. Bulk foods, fresh produce, snacks, beverages and personal items are among the many convenience items offered. The store also features premium items such as Alterra Coffee, Chocolate Shoppe packaged ice cream and a floral department.

Parking
Shelby Stilp, senior administrative assistant
Dean of students office, Raymond House
920-832-6596
Parking on campus is very limited. Students, faculty and staff share access to most college parking lots. Students must register any car they bring to campus. There is no charge for registration. Guests may obtain temporary parking permits and may park in visitor parking lots as marked. A lottery is held each term, based on seniority, through which some students may obtain permission to park in 24-hour student lots. Other students may park in faculty-staff lots overnight and on weekends but must vacate during the workday. The university has an arrangement with the City of Appleton whereby students can park their cars in a downtown ramp. Ramp passes can be obtained in the Dean of Students office. Charges for ramp passes and lottery spots will be applied to the student’s account.

Overnight parking is prohibited on city streets between 2 and 5 a.m. or during a snow emergency under special conditions when declared by city officials.
All parents or guardians of a student attending Lawrence University are members of the Lawrence University Parents Association and are invited to become involved in the life of the college through participation in campus and regional activities. Many of the college’s closest friends are parents of current students and alumni, and Lawrence recognizes the important role parents play in the vitality of the institution. The Parent Advisory Committee ensures that parents receive information about the college, including Lawrence Today magazine, and encourages parents to become better acquainted with Lawrence through campus and regional events. The cornerstone of these events is Fall Festival, which occurs annually in October or early November. Parents are an important component of the Lawrence family, and parents of alumni often continue to be involved with the college long after their sons and daughters leave Lawrence.

Parent Advisory Committee

The Lawrence University Parent Advisory Committee (PAC) is comprised of parents of current students as well as parents of alumni. The PAC’s aim is to foster bonds between parents and the college and to support the goals and mission of Lawrence University. PAC members are parents who want to actively connect to and be involved with the college. They are also key volunteers for Career Services and Admissions initiatives, as well as The Lawrence Fund. PAC members receive special updates and are invited to share their feedback on various topics.

The PAC’s main goal is to cultivate relationships with other parents, and serve as a resource to answer questions or address concerns. Members also invite fellow parents to attend Lawrence events and join them in giving to The Lawrence Fund. PAC members can get more involved through a myriad of ways, including hosting student events in their area, adopting a high school, staffing college fairs, serving as a career contact and more. The PAC is a way for parents to be involved, meet other Lawrence families, have fun, and provide tangible support for the college.

The Lawrence staff liaisons for the Parent Advisory Committee are:

Cara Gosse, director of annual giving, 920-832-7260, cara.gosse@lawrence.edu and

Linda Fuerst, alumni and constituency engagement volunteer coordinator, 920-832-6853, linda.m.fuerst@lawrence.edu

Lawrence University Parent Advisory Committee

National Chairs
Kathy and Casey Mangan P’15
Barrington, Ill.

Class of 2014
Janice and Frank Feinberg, class chairs
St. Louis Park, Minn.
Joanne and Jeffrey Burgess Bannockburn, Ill.
Laura Edelman Randolph, N.J.
Dede McLane Winnetka, Ill.
Lisbeth and James Thornton Allentown, N.J.
Mary Jane and Rick Whiting Bayside, Wis.
Kathleen Buchholz Afton, Minn.

Class of 2015
Kathy and Casey Mangan, class chairs
Barrington, Ill.
Elizabeth Mayotte and John Kulstad Hopkins, Minn.
Sara Strattan Omaha, Neb.
Elisabeth Valentin Waterloo, Belgium

Class of 2016
Jane ’85 and Bill ’86 Jeruc P’16, ’15, class chairs
New Berlin, Wis.

Helen Thornton and Trenis Jackson Oak Park, Ill.
Julia and Steve Landes P’16, ’13 Westmont, Ill.
Dave MacDuff ’85 Preston, Wash.
Georgia and John Revis P’16, ’13 Wilmette, Ill.

Parents of alumni
Betsy ’78 and Steve ’78 Kumbalek P’13, alumni chairs
Houston, Texas
Diane Buchanan and Rick Andrew P’10 Dallas, Texas
Tori and Al Conti P’02 Hendersonville, N.C.
Sue and Brad Manning Jr. P’00, ’02 Monona, Wis.
Grechen and Randall McDaniel P’09 Hoover, Ala.
Colleen and Jim Newman P’11 Campton Hills, Ill.
Peggy and John Day P’12 New Fairfield, Conn.
Susan and David Hall P’12 Long Grove, Ill.
Doug Blount and Vicki Lenart P’12, ’14 Palos Park, Ill.
Linda and Larry Mimms P’12 Poway, Calif.
Cathy and Craig Bishop P’13 Minneapolis, Minn.
Debbie and Tommy Bonner P’13 Eagan, Minn.
Amy and Ken Brengel P’14, ’12, ’09, ’06 Milwaukee, Wis.
Chris and John Norris P’13 Rochester, N.Y.
Fatima and Jeff Randolph P’13 Fairfield, Conn.
As your student takes on adult responsibilities, your role will change, but your student still needs you. Students need you to support their growth, development, and independence and to be a stable force in their ever-changing world. On occasion, they even need your advice—but they may or may not ask for it!

**Stay connected**
Support your student by staying connected. Communicate via phone, email, text, IM, cellphones and ‘snail’ mail.

The address for all U.S. Mail and UPS, FedEx, etc. is the same for everyone at Lawrence University.

**Student Name**
711 E Boldt Way, SPC # (insert mailbox number)
Appleton, WI  54911-5699

Students have an individual mailbox in the Warch Campus Center. It is necessary to write the student’s SPC # on the item you are sending. Receiving mail is always welcome and a huge day brightener! Clippings from your hometown newspaper, an old favorite cartoon strip, a funny greeting card—whatever reminds your student of home and his or her relationships—send it! The message that you’re thinking of him or her outweighs the actual value of what you’ve sent.

All Lawrence University students, faculty and staff have an email address. Faculty and staff addresses are available online through the directory at [http://find.lawrence.edu](http://find.lawrence.edu). The nice thing about email is that you can erase your words before you send them if you find you’ve given too much advice or are falling too far into old parenting patterns!

Lastly, never underestimate the power of a care package. Treats from home that your student can share around his/her residence hall floor are an excellent way to help him/her make new friends. Bon Appétit, Lawrence’s on-campus catering provider, offers cakes, cookies or bars for any occasion. For pricing information and/or to place an order visit [go.lawrence.edu/giftbaskets](http://go.lawrence.edu/giftbaskets).

Expect that your student will not respond to all of your contacts, but know that he or she appreciates hearing from you. Fall Festival Weekend is an excellent way to reconnect with your student.

**Check-in with your student**
Give your student the opportunity to share feelings and ideas with you. He or she is experiencing new viewpoints and perspectives that may challenge prior belief systems. Allow your student to explore ideas without being judgmental. Understand that changes in viewpoints, behavior, dress, eating and sleeping habits, and relationships with parents are all to be expected during the college years. However, if you suspect that some of these changes may be signs of bigger problems (alcohol or drug abuse, academic problems, etc.), refer your student to Counseling Services at the Health and Wellness Center. Trust your instincts. Your student may need you to refer him or her to the appropriate resources for help.

**Be knowledgeable about campus resources**
Utilize our website to become familiar with life at Lawrence University. These resources provide a great deal of information about the university and its departments. Helping your student navigate the university by referring him or her to the appropriate resources is one of the best ways for you to mentor your college student during this transition to adulthood. By acting as a referral source, you can demonstrate that you are interested in your student’s life at Lawrence and, at the same time, you empower your student to solve his or her own problems.

**Continue to have difficult conversations**
As a parent of a college student, you no longer have the same control that you once had over your student’s day-to-day life. However, you do still have a tremendous influence on your son or daughter’s behavior. In college, your student will have to make his or her own decisions about what time to get up in the morning, when to study, when to exercise, which organizations to participate in, what to eat, whether or not to drink alcohol (and how much alcohol to drink if any) and whether or not to engage in romantic and/or sexual relationships. While you cannot force your student to behave exactly
as you might like, parents can share their values and beliefs with their student on these topics. Studies show that parents influence their child’s behavior regarding drugs, alcohol, and risky sexual behavior even after their child leaves for college. Provide your student with the facts on these issues, and empower your student to distinguish between good and bad decisions when it comes to behavior, health, and safety. Create an atmosphere of open communication, and your student will not only appreciate that you respect him or her as an adult, but also he or she will be more likely to turn to you for guidance.

[Source: Brigham Young University (2008, February 11). “Sex, Drugs and Alcohol: Parents Still Influence College Kids’ Risky Behavior, Study Shows.”]

Here are a few suggestions for productive discussions:

- Be specific about what you expect them to do in college (abstain or drink moderately, make positive choices about sexuality and eating patterns, practice financial responsibility).
- Ask questions, but be prepared for the answers. Listen in a non-judgmental manner. This will keep communication open.
- Do not romanticize your own experience with alcohol or other drugs. You may inadvertently encourage this behavior.

To help you get started, here are a few suggestions for questions to ask:

- “What are some decisions that you are facing right now?”
- “How do you cope when you feel stressed?”
- “What do you think helped you cope with stress before going to college that you could still rely on now?”
- “What do you do with friends in your free time?”
- “How will you deal with pressure to drink or drink too much?”
- “What kinds of activities are available besides parties with alcohol?”
- “How do you deal with someone who is pressuring you to increase physical intimacy in a relationship?”
- “How would you make sure that a partner gives consent for sexual activity?”
- “What are the positive/negative aspects of a sexual relationship?”
- “How do you protect yourself emotionally and physically in a sexual relationship?”
- “How do you talk about your sexual boundaries with a partner?”

Ask questions—but not too many

Most first-year college students desire the security of knowing that someone from home is still interested in them. Parental curiosity can be alienating or supportive depending on the attitudes of the persons involved. Honest inquiries and other “between friends” communication and discussion will do much to further the parent-student relationship.

Expect change

Your student will change. College and the experiences associated with it can effect changes in social, vocational, and personal behavior and choices. It’s natural, inevitable, and it can be inspiring. Often though, it’s challenging. You can’t stop change, you may never understand it, but it is within your power (and to you and your student’s advantage) to accept it. Remember that your son or daughter will be basically the same person that you sent away to school.

Do not tell your student that “These are the best years of your life”

The first year of college can be full of indecision, insecurities, disappointments, and most of all, mistakes. It’s also full of discovery, inspiration, good times, and exciting people. It may take a while for students to realize that their Hollywood-created images of what college is about are all wrong. Hollywood doesn’t show that college includes being scared, confused, overwhelmed, and making mistakes. Students may feel these things and worry that they are not ‘normal’ because what they’re feeling is in contrast to what they’ve been led to believe while growing up. Parents can help by understanding that the highs and lows of college life are a critical part of your son or daughter’s development, and by providing the support and encouragement to help him or her understand this as well.

Trust your student

College is also a time for students to discover who they are. Finding oneself is a difficult enough process without feeling that the people whose opinions you respect most are second-guessing your own second-guessing.
College staff members are always pleased to be of assistance to parents, within the bounds of legal limits as defined in the Family Educational Rights and Privacy Act (FERPA). Lawrence staff share a concern for the success of our students with parents and want to work collaboratively to assure the best possible Lawrence experience for each student. When you deem it important to call a staff member, please understand that the staff member may suggest involving your student in the conversation, thus minimizing issues of confidentiality and helping your student to improve his or her use of college resources. Of course, we welcome information or expressions of concern from you and will make appropriate use of such information for the benefit of your student.

Listed below are those staff members who may be contacted about specific matters at the numbers indicated. General questions may be directed to the university switchboard at 920-832-7000 during regular business hours.

### Campus resources

| Academic advising, academic support services, Lawrence gifts and sportswear | 920-832-6530 | 920-832-6832 |
| Academic advising, academic support services, Lawrence gifts and sportswear | 920-832-6530 | 920-832-6832 |
| Center for Teaching and Learning Lawrentian (student newspaper) | 920-832-6530 | 920-832-6768 |
| Student academic services office Multicultural affairs Diversity Center | 920-832-6530 | 920-832-7051 |
| Activities and organizations New student orientation 920-832-6596 | 920-832-6600 New student orientation 920-832-6596 |
| Campus life office Off-campus study 920-832-7360 | 920-832-6600 Off-campus study 920-832-7360 |
| Admissions Parents Association Development office 920-832-7260 | 920-832-6500 Parents Association Development office 920-832-7260 |
| Alumni and Constituency Engagement Policies and procedures 920-832-6596 | 920-832-6519 Policies and procedures 920-832-6596 |
| Athletics Residence hall directors 920-832-7478 | 920-832-7348 Residence hall directors 920-832-7478 |
| Björklunden vid Sjön Residence hall directors 920-832-7478 | 920-839-2216 Residence hall directors 920-832-7478 |
| Career Services Residence hall living—Campus life office 920-832-6600 | 920-832-6561 Residence hall living—Campus life office 920-832-6600 |
| Communications Student records, grade reports, transcript Registrar’s office 920-832-6578 | 920-832-7325 Student records, grade reports, transcript Registrar’s office 920-832-6578 |
| Conservatory of Music Student employment 920-832-6583 | 920-832-6614 Student employment 920-832-6583 |
| Counseling Services Student employment 920-832-6583 | 920-832-6574 Student employment 920-832-6583 |
| Diningservices Bon Appétit at Lawrence University Survival baskets Campus life office 920-832-6600 | 920-832-7312 Survival baskets Campus life office 920-832-6600 |
| Disability services Disability services | 920-832-6530 Disability services 920-832-6530 |
| Student academic services officeDisciplinary matters Dean of students office | 920-832-6530 Disciplinary matters Dean of students office 920-832-6530 |
| Disciplinary matters Dean of students office | 920-832-6596 Fall Festival Dean of students office 920-832-6596 |
| Fall Festival Dean of students office | 920-832-6596 Fall Festival Dean of students office 920-832-6596 |
| Financial aid Financial aid and student employment | 920-832-6583 Financial aid and student employment | 920-832-6583 |
| Financial aid Financial aid and student employment | 920-832-6583 Financial aid and student employment | 920-832-6583 |
| Fraternities and sororities Campus life office | 920-832-6600 Campus life office | 920-832-6600 |
| Fraternities and sororities Campus life office | 920-832-6600 Campus life office | 920-832-6600 |
| Graduation plans President’s office | 920-832-6525 Graduation plans President’s office 920-832-6525 |
| Health Services Tuition and fees Finance office 920-832-6547 | 920-832-6574 Tuition and fees Finance office 920-832-6547 |
| Housing/room assignments Housing office | 920-832-6765 Housing/room assignments Housing office 920-832-6765 |
| International Student Services Wellness and Recreation 920-832-7190 | 920-832-6509 International Student Services Wellness and Recreation 920-832-7190 |
Directions to Lawrence
From Chicago, bypassing Milwaukee
I-94 north from Chicago joins I-894 south of Milwaukee.
I-894 joins Highways 45 and 42 north of Milwaukee.
Continue north on Hwy 41 to Appleton. Take the College Avenue exit and proceed east four miles through downtown Appleton to Campus.

From the Twin Cities
I-94 east to Hwy 10 (Osseo, Wis.). Hwy 10 east to Appleton, connecting with the Hwy 441 bypass. Take the College Avenue exit and proceed west two miles to campus.

Driving times
Chicago, Ill. (the Loop) 3.5 hours
Green Bay, Wis. 30 minutes
Iowa City, Iowa 5.5 hours
Madison, Wis. 2 hours
Milwaukee, Wis. 2 hours
Minneapolis/St. Paul, Minn. 5.5 hours

Community resources
Airlines serving Appleton
Allegiant Air 702-505-8888
Delta Connection, Comair 800-221-1212
United Express 800-864-8331

Airports
Outagamie County Airport (ATW)
Appleton, Wis. (five miles from campus)
www.atwairport.com

Austin Straubel International Airport (GRB)
Green Bay, Wis. (25 miles from campus)
www.co.brown.wi.us/airport

Appleton Police Department
Non-emergency calls 920-832-5500

ATMs
Located in the Warch Campus Center and at several locations near campus. These ATM machines accept all major credit cards and ATM system cards.

Banks
AnchorBank FSB 920-997-3909
Associated Bank 920-739-9477
BMO Harris Bank 920-739-7421
Chase 920-735-1497
Community First Credit Union 920-830-7200
Fox Communities Credit Union 920-993-9000
M&I Bank Fox Valley 920-738-3800
North Shore Bank 920-749-7240
Prospera Credit Union 920-882-4800
US Bank 920-733-7373
Wells Fargo Bank 920-749-2500

Bookstores
Barnes and Noble
4705 Grande Market Dr., Appleton 920-831-7880

Follett—online campus bookstore
Go to main Lawrence webpage and look for the online bookstore link.

Bus lines serving Appleton
Greyhound Bus Lines
Transit Center 920-733-2318 or 800-231-2222

Valley Transit (in Appleton and surrounding area)
Transit Center 920-832-5800

Car rental agencies
Alamo Rental
Outagamie County Airport 920-739-6421

Avis Rent-A-Car
Outagamie County Airport 920-730-7575

Enterprise Rent-A-Car
Outagamie County Airport 920-832-8020

Hertz Rent-A-Car
Outagamie County Airport 920-734-2032

National Car Rental
Outagamie County Airport 920-739-6421

Check cashing
Available on campus at the Warch Campus Center Information Desk and in the Cashier's Office (up to $50).

Convention and Visitors Bureau
3433 W. College Avenue, Appleton 800-2DO-MORE
www.foxcities.org 920-734-3358

FAX transmissions
Received on campus for a small fee
Send in care of student to 920-832-7059
Located at the Warch Campus Center Information Desk
Health referral services
Nurse Direct  920-738-2230
ThedaCare on Call  920-830-6877

Hospitals
Appleton Medical Center
1818 N. Meade Street
Appleton, WI 54911  920-731-4101
Emergency  920-738-6300

St. Elizabeth Hospital
1506 S. Oneida Street
Appleton, WI 54915  920-738-2000
Emergency  920-738-2100

Theda Clark Medical Center
130 2nd Street
Neenah, WI 54956  920-729-3100
Emergency  920-729-2063

Information, community, regional and state
Information and referral service  920-954-7200

Shopping centers
Fox River Mall (more than 180 stores)
Anchors: J.C. Penney, Sears, Younkers, Target, Macy's, Scheels All Sports

Northland Mall
Anchors: Shopko, Kohl's

Storage facilities
Available on-campus in Residence Halls as space permits (furniture may not be stored on campus)

All Seasons Storage  920-730-4284
Badgerland Storage  920-788-2212
Four Seasons Storage  920-731-5324
Stor-It  920-734-1265

Taxicabs
Appleton-Neenah-Menasha Taxi  920-733-4444
Community Cab  920-788-4645
Fox Valley Cab  920-734-4546
Residence hall_____________________________________________ Room number__________________________

Mailing address_________________________________________________ 711 E Boldt Way, SPC # _____  (insert mailbox #), Appleton, WI 54911-5699

Student email address ____________________________________________

Roommate's name ________________________________________________

Roommate's parents______________________________________________ Phone ________________________________

Residence hall director ___________________________________________ Phone ________________________________

Academic advisor's name___________________________________________ Phone ________________________________

**Campus address**
Lawrence University
711 E Boldt Way, Appleton, WI 54911

**Emergency**
Dean of Students office 920-832-6596
Campus Security 920-832-6999
Appleton Police Department 920-832-5500
Appleton Medical Center 920-738-6300
St. Elizabeth Hospital 920-738-2100

**Websites**
www.lawrence.edu
www.lawrence.edu/conservatory/webcasts (listen live to conservatory concerts)
www.lawrence.edu/dept/student_dean/dean (Dean of Students office)
Focused on the entire Lawrence family, Fall Festival provides an opportunity for family members and alumni to visit the campus and participate in a variety of activities and programs. While some programs target parents or siblings, most are open to all. Typically, families attend one or more sporting events, student performances, mini-courses by faculty and the traditional welcome by the president.

Lawrence’s Homecoming and Family Weekend!

www.lawrence.edu/students/student_life/fall_festival_2013