

# Louisburg College

HURRICANE

PREP DAY

SUMMER 2021





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There are 36 private and 74 public institutions of higher learning in the state of North Carolina, and over 4,400 institutions of higher learning in the United States.

You chose Louisburg College.

**We** are honored that you have entrusted your education to us and **believe** that you have made the right choice. We will give every effort to make your educational experience a rich and rewarding one!

So, you've chosen Louisburg College – now what?

## **Hurricane Prep Day!**

The **Hurricane Prep Day** (HPD) program will give you a jump start to your career at Louisburg College. While on campus, you will participate in a variety of activities and events designed to acclimate you to campus life, determine the best academic course schedule, and introduce you to many of the faculty, staff, and students with whom you'll be engaged **in** active learning. You will register for classes and meet with your financial aid counselor.

You'll also attend an orientation program to help you get to know Louisburg College and **the** exciting opportunities that await you. Above all, you'll have an opportunity to meet many of your soon-to-be classmates! Participating in HPD will give you the chance to explore the **value** of a Louisburg College education.

This comprehensive guide will lead you through your HPD program. In the pages that follow you'll find information detailing your time on campus during the HPD program. You'll find a checklist **of** items to bring to campus with **you** so that your HPD visit is as productive as possible. Please be sure to check and double-check this list! Additionally, campus locations for events will be noted with a letter and number that corresponds to the campus map located on page 7. Please don't hesitate to contact the Admissions Office if you have any questions. **Go Hurricanes!!!**

# WELCOME



*Dear Louisburg College Student,*

*Welcome to Hurricane Prep Day! We are excited that you have chosen to become part of the Louisburg College family. At Louisburg College, we believe strongly in the value of a two-year, supportive, opportunity-driven education that is committed to helping you achieve a great start to your college career. Our main goal as faculty, staff and administration is your success. HPD is designed to help you get a great start to your Louisburg College experience. We are here for you. Please do not hesitate to call upon us to assist you as you make your transition to college life. I hope that you find your first visit enjoyable and productive!*

*Go Canes!*

A handwritten signature in blue ink, appearing to read 'G. Brown', with a long horizontal flourish extending to the right.

*Dr. Gary M. Brown*

*Louisburg College President*

# First Things First

## BEFORE YOU ARRIVE...

Each section of the HPD booklet contains information about this HPD event. Please review these sections carefully to ensure you are prepared prior to your HPD event date. This will ensure that you are adequately prepared to maximize your HPD experience and also ensure that your check-in process in August is as quick and efficient as possible!

## FINANCIAL AID...

During HPD, if applicable, students will have a one-on-one appointment with his/her Financial Aid Counselor.

If you have not yet done so, please check your personal email (listed on the FAFSA) for any missing required information.

Financial Aid appointments are included in the check-in process.

## ADMISSIONS...

**DON'T FORGET** to have your final official high school transcript sent to us once you have graduated and all grades have been finalized. Final official transcripts must contain all senior grades and graduation date. They must be submitted through a secured online portal such as CFNC, Parchment or Scribbles or mailed. They cannot be faxed or emailed.

Transfer students need to have their college's Office of the Registrar send their final official college transcript to Louisburg College once final grades have been released. Mail official transcripts to:

Office of Admissions  
Louisburg College  
501 N. Main Street  
Louisburg, NC 27549

## ARRIVING ON CAMPUS...

Check-in will be between 9 am - 10:00 am. Please proceed to the front of the JPAC (E-4 on the campus map) to begin the check-in process.

## ITEMS TO BRING:

- Student and Parent (if applicable) FSA ID (used to complete the FAFSA) can be retrieved at [fsaid.ed.gov](https://fsaid.ed.gov)
- Any information requested from the Financial Aid office by email.
- A copy of the Student's health insurance card
- Email an electronic copy or image of your Immunization records showing compliance with NC state law (see page 26 for additional information)
- Submit a copy of your Covid-19 vaccination record.



# Campus Map

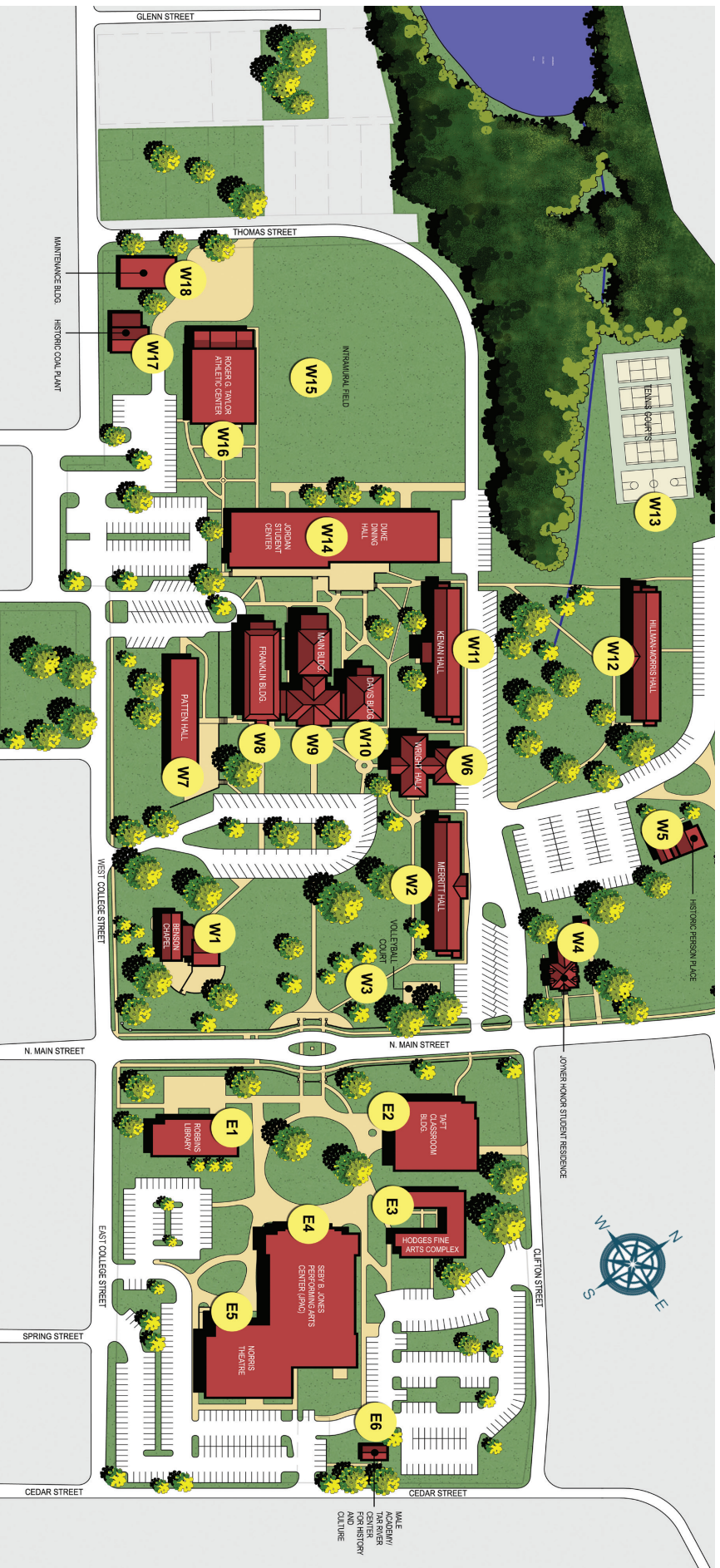
## WEST CAMPUS

- W1 Benson Chapel
- W2 Merritt Hall
- W3 Volleyball Court
- W4 Joyner Honor Student Residence
- W5 Historic Person Place
- W6 Wright Hall
- W7 Patten Hall
- W8 Franklin Building

- W9 Main Building
- W10 Davis Building
- W11 Kenan Hall
- W12 Hillman-Morris Hall
- W13 Tennis Courts
- W14 Jordan Student Ctr./Duke Dining Hall
- W15 Intramural Field
- W16 Roger G. Taylor Athletic Center
- W17 Historic Coal Plant
- W18 Maintenance Building

## EAST CAMPUS

- E1 Robbins Library
- E2 Tatf Classroom Building
- E3 Hodges Fine Arts Complex
- E4 Jones Performing Arts Center (JPAC)
- E5 Norris Theatre
- E6 Male Academy/Tar River Center for History and Culture



# HURRICANE PREP DAY SCHEDULE

## PARENTS

Parent Schedule	Time	Content	Location	Presenter
Parent Session 1	10-10:24	Welcome	JPAC	Dr. Gary Brown
Parent Session 2	10:25- 10:49	In the Know	JPAC	Stephanie Tolbert
Parent Session 3	10:50-11:14	Academic Support	JPAC	Dr. Calandra Lockheart, Carla Washington & Dr. Robin Wright
Parent Session 4	11:15-11:39	Financial Services	JPAC	Anna Faatiliga
Parent Session 5	11:40-12:04	Campus Dining	JPAC	James McIntyre
LUNCH	12:05-1	LUNCH	Duke Dining Hall	NA
Parent Session 6	1-1:24	Housing	JPAC	Toni Cochis
Parent Session 7	1:25-1:49	Conduct	JPAC	Student Life Staff Member
Parent Session 8	1:50-2:14	Campus Safety	JPAC	Greg Bowman
Parent Session 9	2:15-2:39	Counseling Services	JPAC	Toni Cochis
Parent Session 10	2:40-3:04	Athletics	JPAC	Athletic Trainer
Parents & Students	3:05- 3:30	Q & A and Passport Drawing	JPAC	Representatives from every department

# HURRICANE PREP DAY SCHEDULE

## STUDENTS

Student Schedule	Time	Content	Location	Presenter
	10-10:24	Welcome	JPAC	Dr. Gary Brown
Student Station 1	10:30-10:50	Housing & Conduct	MPR	Courtney Brewer
Student Station 2	10:55-11:15	Safety 1st & Background check	Davis computer lab	Greg Bowman
Student Station 3	11:20- 11:40	Mental & spiritual health	Chapel	Anna Hughes
Student Station 4	11:45- 12:05	Fall Class Schedule	Taft- 104	Shynese Hockaday
<b>LUNCH</b>	12:05-1	LUNCH	Duke Dining Hall	NA
Student Station 5	1:05-1:25	Getting Engaged	The Eye	Kathryn O'Leary
Student Station 6	1:30-1:50	Academic Support	Taft-101	Academic Support Center Staff
Student Station 7	1:55- 2:15	Student ID Card	Student Life	Cooper Hall, Joey Hodges & Hunter Kirby
Student Station 8	2:20-3:00	Icebreaker & Grab Bag	Various Locations	Hurricane Advisor
Parents & Students	3:05- 3:30	Q & A and Passport Drawing	JPAC	Representatives from every department

\*Parents and students are required to attend Financial Aid Appointments in the Library. Please make note of your appointment time and excuse yourself from the session you are attending. Please be sure to arrive 10 minutes early for your scheduled appointment.



## Want to know what each HPD session will involve? Read about them here!

### **Getting Engaged:**

A marriage of leadership development and academic success awaits the student who engages in campus life! Learn about the activities, programs, and opportunities for and benefits of being an engaged student at Louisburg College & hear from an alumni about their experiences with getting involved.

### **Mental & Spiritual Health:**

Healthy minds and bodies lead to success for your student! Our Campus Chaplain will share mental, physical, and spiritual health services available to Louisburg College Students.

### **Housing:**

Meet the Student Life team and learn the basics - from the different residence halls to room changes & managing roommate conflicts. Residents and Commuters learning how to live in a community is a hallmark of the college experience!

### **Conduct:**

See Something, Say Something. Our student life staff will share Louisburg College standards and policies related to student conduct & how family members can support student success at Louisburg.

### **Safety First:**

The Director of Campus Safety will provide an overview of the services provided by our campus safety professionals along with helpful tips to keep students safe both on and off campus.

### **Academic Support:**

Academic success is our number one priority! The Vice President for Academic Life and her team will share tips for success and introduce you to the myriad of resources available to assist you on your academic journey.

### **Financial Services:**

Financial aid can be confusing. This is your opportunity to learn and ask questions about federal student loans, grants, and other forms of aid for which your student may be eligible. You will also learn what will be expected of you and your student when utilizing financial aid.

### **Counseling Services:**

College life can be stressful. Our Joel Porter Counseling Center is here to assist our students with free, confidential professional mental support. Hear from one of our support staff about the different services available to your student and how they can benefit.

### **In the Know:**

We'll review pertinent information with parents and share tips to help you navigate the waters of higher education.



LOUISBURG  
COLLEGE

*Covid-19*

# 2021-2022 POLICY

	FULLY VACCINATED	NOT VACCINATED
MASK	INSIDE ONLY	YES
TESTED FOR CHECK-IN	NO	YES
QUARENTINE IF EXPOSED	NO	YES
ISOLATE IF POSITIVE	YES	YES
SUBJECT TO RANDOM TESTING	NO	YES
REMOVED FROM CAMPUS IF EXPOSED	NO	YES
REMOVED FROM CLASS IF EXPOSED	NO	YES
REMOVED FROM ATHLETICS IF EXPOSED	NO	YES
ELIGIBLE FOR PRIZE DRAWINGS	YES	NO

# FALL 2021 COVID-19 PLAN

Over the past year, we have confronted and overcome unprecedented challenges and obstacles that have impacted how we live, learn, work, and interact with others. It appears that with widespread availability of several highly effective COVID-19 vaccines, we can now see a light at the end of the tunnel.

To that end, we have spent considerable time recently planning for the Fall 2021 semester. Our hope and expectation is that by the start of the Fall 2021 semester in August, the impact of the pandemic will be significantly reduced. While we cannot make promises at this time, we are looking forward to being able to return to many of our pre-pandemic norms in terms of class formats, student life, and other staples of the Louisburg College experience.

## **This plan will continue to be reviewed on a weekly basis and will be updated as needed.**

Based on guidance from the Center for Disease Control (CDC) and state and local public health authorities, we believe our campus will be able to roll back some of the comprehensive health measures put in place to mitigate the spread of COVID-19.

## **VACCINATION**

All members of the College community are **strongly encouraged** to get vaccinated. The College will offer several vaccination clinics on campus throughout the summer and fall terms to give students, faculty and staff the opportunity to be vaccinated.

## **TESTING**

Students will be required to submit a copy of their COVID vaccination records OR a negative COVID test that has been performed by a health care professional (not an at home testing kit) within 72 hours of their check-in appointment in order to check-in and return to campus in the fall.

## **FACE COVERINGS**

Face coverings will be required for all students when they are in any college owned building. Students who are fully vaccinated can remove face covering when they are outside. Face coverings will be required for students that are partially vaccinated or not vaccinated at all.

## **PHYSICAL DISTANCING**

Physical distancing is recommended in common spaces across the campus. | || |

## **DAILY SYMPTOM CHECKING**

All members of the college community who are not fully vaccinated should continue to monitor themselves for COVID-19 symptoms. Student who are experiencing COVID like symptoms should call the Student Life Office or the Community Director on Call (nights and weekends).

## **QUARANTINE**

The College will require students that are not fully vaccinated to quarantine off campus for at least 10 days if they have been exposed to someone that tests positive for COVID or if they develop COVID like symptoms themselves. The College will provide TEMPORARY quarantine housing for up to 12 hours for students that have been exposed or have symptoms in an effort to allow the student and their family time to make transportation arrangements. The College will NOT provide transportation to bus, train stations or airports for students needing to leave campus for a quarantine period. Contact tracing will continue to be done by College staff and in partnership with the Franklin County Health Department.



## ISOLATION

In the event that a student tests positive, they will be required to isolate off campus for 14 days regardless of if they are fully vaccinated or not. The College will provide TEMPORARY isolation housing for up to 12 hours for students that are positive in an effort to allow the student and their family time to make transportation arrangements. The College will NOT provide transportation to bus, train stations or airports for students needing to leave campus for an isolation period.

### ACADEMICS

#### CLASSROOMS

Classrooms will be back to normal capacity.

#### CLASS FORMAT

Classes will be taught completely in person. Students will continue to use Brightspace/D2L as their learning management system for assignments and course materials.

#### QUARANTINE

Students who are not fully vaccinated will be quarantined off campus. These students will not be allowed to attend classes during this time period. **These students will be expected to complete work via Brightspace/D2L on the dates that the assignments are due. If the student is unable to submit the assignments on time, they must communicate with their instructor.**

#### ISOLATION

Students who are required to isolate are expected to complete work via Brightspace/D2L. **These students must coordinate with their instructor and complete assignments no later than 5 days after the end of their isolation.**

### STUDENT

#### DINING

Dining halls will operate at full capacity.

#### RESIDENCE HALLS

Housing will be double occupancy.

#### STUDENT GATHERINGS / EVENTS

Student club and organization meetings, in-person student programming, and informal gatherings to take place with fewer restrictions on meeting size and physical distancing. will operate at full capacity.

#### VISITOR/GUEST POLICY

Visitors and guests will be allowed on campus and in residence hall rooms in accordance to pre-COVID policies.

### ATHLETICS

#### NJCAA TEAMS

Intercollegiate varsity competition to take place with students and family members in attendance as fans.

#### RESIDENCE HALLS

Individual athletes are responsible for either providing a copy of their COVID vaccination records or securing their own COVID testing.

#### RECREATION

Intramural activities, club sports, and in-person wellness programs would also resume. distancing. will operate at full capacity.

# Financial Aid

## FREQUENTLY ASKED QUESTIONS AND GENERAL INFORMATION

If you have questions regarding Financial Aid, please contact:

Randall Thornton  
Financial Aid Counselor  
(919) 497-3208 | [rthornton@louisburg.edu](mailto:rthornton@louisburg.edu)

**CHECK YOUR EMAIL FREQUENTLY** (both Louisburg College email and personal email). This is the form of communication used most often to contact students regarding missing documents.

**FAFSA Completion** – the FAFSA will need to be completed each year. The FAFSA for 22-23 will become available October 1st, 2021, so we encourage you to complete the FAFSA as early as possible. FAFSAs are completed with the FSA ID. If you need assistance with your FSA ID, please visit <https://fsaid.ed.gov>.

**NC Residents** – We encourage you to apply for the NC Need-Based Scholarship! If you have not done so yet, please complete your Residency Determination at [www.ncresidency.org](http://www.ncresidency.org) so we can determine if you qualify for this scholarship (which ranges from \$3,400 - \$8,640 and is provided to students with EFCs of under \$16,000). If you need assistance completing the residency form, please call 844-319-3640 or email [rdsinfo@ncresidency.org](mailto:rdsinfo@ncresidency.org).

**Outside Scholarships** – If you are awarded a scholarship from an outside organization/source, please email a copy of that award letter to the Financial Aid Office at [finaid@louisburg.edu](mailto:finaid@louisburg.edu) so that we can add that to your “anticipated financial aid” until the check arrives. Please be sure that the organization providing the funds includes your full name on the check sent to the College.

**Federal Work Study** – Jobs are offered on campus, which students may apply to at <https://www.louisburg.edu/campus-life/student-engagement/work-study/application.php>. As there are a limited amount of work study positions available, we encourage students to apply as soon as possible. Students will be interviewed and required to supply paperwork to the Financial Aid Office before starting their position. The federal government provides the College with funds to assist in paying students’ wages, but students will receive their pay directly from the College.

**Lettie Pate Whitehead Scholarship (Females Only)** – If you did not list your religion on your Admissions Application and wish to be considered for this scholarship provided to Southern Christian females who demonstrate some financial need, please email the Office of Financial Aid your religion at [finaid@louisburg.edu](mailto:finaid@louisburg.edu).

**Grades/Satisfactory Academic Progress (SAP)** – The College and the Department of Education require you to maintain a certain GPA in order to receive financial aid. You must also complete at least 67% of your courses that you take. The GPA and completion rate are checked at the end of each semester. If you do not meet these requirements for two semesters in a row, you will no longer be able to receive financial aid (unless you have special circumstances that can be documented). We encourage you to focus on your schoolwork and if you need any assistance academically, please reach out to [rwright@louisburg.edu](mailto:rwright@louisburg.edu).

**Veterans Benefits** – The US Department of Veterans Affairs (VA) provides education benefits/assistance to veterans, service members, and their qualified family members. You can find details on eligibility and how to apply for benefits at <https://www.va.gov/education/>. If you think you may qualify for VA benefits and have any questions regarding the processing of those benefits at Louisburg College, you may contact our VA Certifying Official/Financial Aid Advisor, Randall Thornton, at [rthornton@louisburg.edu](mailto:rthornton@louisburg.edu) or 919-497-3208.

**Student's Right to Privacy** – All financial aid records and data submitted with the student's application for financial aid are treated as confidential information and are subject to disclosure requirements under the Family Educational Right to Privacy Act (FERPA). This means that the parent must be authorized by the student to access their information. We cannot share your student's information with anyone without such a document. Your student must submit a signed FERPA form to the Registrar's Office identifying those persons with whom we can discuss their financial aid information in detail.

**How much does it cost to attend Louisburg College?** 2021-22 charges for a residential student are \$32,434 (includes tuition, fees, room, meal plan, and books). 2021-22 charges for a commuter student are \$20,878 (includes tuition, fees, and books).

**Can I apply for financial aid as an independent student?** The federal government requires parent information on the FAFSA (Free Application for Federal Student Aid) unless students meet specific criteria that establish independent status. If you think that one of these apply to you, the Financial Aid Office will need to collect documentation from you that supports your status. The most common reasons students are considered independent are:

- Student has a legal guardian (appointed by the courts-this is not your biological parent)
- Student turns 24 during the school year
- Student is married
- Student has a child or children who they support more than 50% of the time.
- Student is considered homeless

**Can I be independent if my parents do not claim me on their tax return?** No. Unless students meet one of the FAFSA criteria that establish an independent status, parent information must be included.

**What if I have no contact with my parent?** Please contact the Financial Services Office to discuss your situation so that we can determine what the next steps are to move forward.

**What is an EFC?** EFC stands for "Expected Family Contribution." This number is determined by the information reported on the FAFSA and calculates your eligibility for need-based financial aid. The lower the EFC, the more likely you are to receive maximum aid.

**Do I have to complete any forms to receive the financial aid I was awarded?** Possibly. **Please check the email that you listed on the FAFSA.** Most students do have to complete some type of document in order for the Financial Aid Office to process their financial aid. If you have outstanding documents, the Financial Aid Office will contact you by email, if they have not done so already. Every student that plans to borrow a federal student loan will need to complete an Entrance Counseling and a Master Promissory Note at [www.studentaid.gov](http://www.studentaid.gov).

**Why don't I have a financial aid package?** Have you completed the 2021-2022 FAFSA? Did you list the correct federal school code (002943) on the FAFSA? If not, please return to the FAFSA at [www.fafsa.gov](http://www.fafsa.gov) and add our school code. Did you and your parent (if applicable) sign the FAFSA with your FSA ID and password? The FAFSA will be rejected if signatures are not submitted. Once the Office of Financial Aid receives all necessary information, you will be provided a financial aid package by email within 1-2 weeks.



**Why didn't I get a Pell Grant?** Federal Pell Grants are awarded based on federal eligibility requirements and students' FAFSA information. For 21-22, students whose EFC is above \$5,846 do not qualify for the need-based Federal Pell Grant.

**What if I do not have enough financial aid to meet my cost of attendance?** For dependent students, parent PLUS Loans are available to help with educational expenses, up to the cost of attendance. Dependent students whose parents are denied the PLUS Loan may be eligible for additional federal unsubsidized student loan funds. Parents must apply for the PLUS Loan and be denied for the student to become eligible for additional student loan funds.

**Why was I selected for a process called Verification?** The Department of Education requires all colleges to verify data of certain financial aid applicants (selected by the federal government). If selected for verification, you must submit a Verification Worksheet (electronically) and 2019 tax information. The Financial Aid Office cannot process your financial aid until this federal verification is complete. Students are notified by email if they have been selected for this process.

**What if my parent(s) lost their job and the FAFSA does not reflect our current income?**

Please contact the Financial Aid Office at [finaid@louisburg.edu](mailto:finaid@louisburg.edu) if your family is experiencing extreme financial hardship that was not reflected on your FAFSA. We may be able to make an adjustment using your current income to determine if you qualify for need-based financial aid.

**What happens if I withdraw from a class or classes?** Financial aid is awarded with the expectation that students will complete the semester for which aid was awarded. Students who are considering dropping classes or withdrawing from Louisburg College are strongly encouraged to contact the Financial Aid Office to discuss before making their decision. If you decide to withdraw during the semester, a calculation will be completed to determine if any federal or state aid needs to be returned. The calculation is done based off of the percentage of the semester completed.

# Student Accounts

Financial Services Office (located on first floor, Main Building)

Last Name A-I: contact Tabitha Pearce | Last Name J-Z: contact Allison Smith  
(919) 497-3229 | tpearce@louisburg.edu | (919) 497-3421 | asmith@louisburg.edu

Louisburg College is committed to providing quality service to our students and their parents as they manage their educational finances, make payments and access various services. Our Student Accounts Representatives handle all billing matters associated with a student's account. **Our summer hours are Monday-Friday 8:30 am-5:00 pm.** Students and parents are able to view a student's statement online 24/7 once given access to their student portal.

## IMPORTANT INFORMATION

- Student bills are mailed monthly once a student has attended a HPD event and completed their first FAFSA.
- Louisburg College now offers payment plans. This form can be printed from the website by visiting the Financial Services forms page at <https://www.louisburg.edu/admissions/financial-aid/forms-resources.php>
- We accept Third-party payments (for example: outside funded scholarships).
- We offer Commuter Meal Plan Options.
- Parking Permits are available for purchase at \$75.00/year.

## IMPORTANT DATES

All payment arrangements must be made before the first day of classes.

Louisburg College Fall payment plans must be satisfied by **December 10, 2021.**

If you are paying your tuition bill in full, it is due by check-in (**August 18, 2021**). Payments can be made at louisburg.edu (click "Make a Payment" on the home page), through your student portal, in person, by calling our Financial Services Office, or by mailing in a check or money order.

## COST OF ATTENDANCE

You will be billed by the semester. The following rates apply for the Fall 2020 semester.

- Tuition: \$8,988.00
- Semester Fees\*: \$1,451.00
- Room: \$3,345.00 (residential students only)
- Board (meal plan): \$2,433.00
- Total per semester: \$16,217.00**

\* All full-time students are automatically enrolled in a supplemental student accident insurance. The cost of this insurance is included in the semester fees.

## PAYMENT OPTIONS

Payments for your tuition bill can be any combination of the following:

- Check\*, Money Order, or Cash
- Debit or Credit Card
- LC Payment Plan (auto-draft via debit/credit card)
- Third-Party Billing
- Financial Aid

*\*Checks are gladly accepted. All checks are verified through checXchange. Should your check be returned for insufficient funds, you expressly authorize your account to be electronically debited or bank drafted for the amount of the check plus any applicable fees associated with your institution.*

*The use of a check is your acknowledgment and acceptance of this policy and its terms and conditions.*

**Please include the following information on all checks:**

**Full Name  
Street Address  
Home Number and Cell Number  
Student ID, Full Name, and Cell Number**

## MONTHLY PAYMENT PLANS

Louisburg College offers a monthly payment plan to meet your needs. This plan gives you the option to pay your bill in installments each semester. Fall 2021 payments will run from August to December 2021. Payments are scheduled at the beginning of each term and will be taken out via automatic draft from your checking or savings account, or from your credit or debit card. We require a valid credit/debit card number and a valid copy of the cardholder's ID.

Payments not made in accordance with the plan will be assessed a \$30 late charge per month. Changes to your monthly payment date can be made, however, a \$25 administrative fee will be assessed with each change.

There is a \$25.00 fee for non-sufficient fund checks.

If the balance is not paid in full at the end of the semester, interest will accrue.

## THIRD-PARTY BILLING

If you will be receiving externally-funded scholarships or awards, please let the Financial Aid Office know as soon as possible, and make sure to provide proper documentation prior to the start of the semester to ensure acknowledgment on your tuition bill. Examples of Third Party Billing are as follows:

- Externally-Funded Scholarships
- Vocational Rehabilitation
- Veteran Affairs Benefits
- College Saving Plans

## FINANCIAL AID

It is extremely important to complete your 21-22 FAFSA before you attend an HPD event. Once your FAFSA has been received by our Financial Aid Office (typically 2-3 business days after completion), they will put together a financial aid award for you. If your financial aid does not cover the total costs appearing on your bill then you must pay the difference by the payment due dates.

## FINANCIAL LITERACY/CASH COURSE

Louisburg College offers Financial Literacy presentations in our College Transfer Success classes and through individual counseling as needed. We have created a Financial Literacy website [www.cashcourse.org](http://www.cashcourse.org) to help our students and parents better understand their finances while in college and beyond. For more information contact the Financial Services Office, (919) 497-3230.



# Academic Services

Louisburg College provides a variety of learning resources to assist students in achieving academic excellence. Academic services include:

**Learning Partners:** This fee-based program partners students with professionally trained learning specialists who provide the individualized support and coaching needed to develop learning skills. The Learning Partners program offers a comprehensive, research-based approach to help college students with learning differences realize their academic goals and work toward becoming successful independent learners. For additional information, please call (919) 497-3236 or email [learningpartners@louisburg.edu](mailto:learningpartners@louisburg.edu).

**Accessibility Services (AS):** AS provides and coordinates accommodations and services for students with disabilities. This is a free service to all individuals with documented physical, mental, psychological, or learning disabilities. AS is located in the main classroom building, Taft 107. Please feel free to contact us for more information at [accessibilityservices@louisburg.edu](mailto:accessibilityservices@louisburg.edu) or (919) 497-3236. Any student who needs accommodations for placement testing must have disability documentation sent to AS prior to testing.

**Math Lab:** The math lab, located in room 312 of the Taft classroom building, is open Monday-Thursday afternoons. Math faculty members serve as tutors to provide students with additional help for homework assignments and test prep. Computers are available for student use to complete Math XL exercises. There is no additional fee for this service.

**Academic Success Center:** Trained paraprofessional peer tutors offer free academic support in the Academic Success Center within the Cecil W. Robbins Library Collaborative Commons. Tutors can assist with any specific course assignments and college skills such as time management, study skills, and test-taking strategies. The ASC, open Sunday-Thursday afternoons and evenings, is free for all LC students.

**Science Reviews:** Science faculty members hold reviews and tutoring sessions for science courses several evenings each week in Franklin Hall. These supplemental sessions are free for all students.

**Library:** The Cecil W. Robbins Library is open to students seven days a week and offers resources that support the instructional programs of Louisburg College. The library provides students access to electronic databases, books, magazines, newspapers, and media collections. The library also gives students access to computers on its main and second floors. In addition, students can utilize the college's wireless network in the library. The library features a coffee bar and numerous reading and study areas throughout its two main levels. Librarians and other library staff assist students with research needs and teach methods of exploring the library's resources. They instruct in the use of the library's online catalog and databases and assist with planning research strategies for papers and projects. Other library services include interlibrary loan, media services, and copy/fax services.

**Writing Center:** The Writing Center is open Monday through Friday and offers free, individualized tutoring to students, allowing them to hone writing skills and access helpful resources in a supportive environment. Faculty members assist students as they brainstorm, research, draft, and revise papers for classes in any academic discipline. Students are welcome to utilize computers as they conduct research and write papers for any course. The Writing Center is located in room 214 of the Taft classroom building.

## Important Academic Standing and Academic Integrity Information

### Academic Standards (Satisfactory Progress)

Louisburg College has guidelines related to a student's academic standing. Students are encouraged to maintain a 2.0 cumulative grade-point average in order to avoid any possibility of academic probation or academic suspension.

The College and the Department of Education require students to maintain a certain GPA in order to receive Financial Aid. You must also complete at least 67% of the courses that you take. The GPA and completion rate are checked at the end of each semester. If you do not meet these requirements for two semesters in a row, you will no longer be eligible to receive Financial Aid (unless you have special circumstances that can be documented). We encourage you to focus on your schoolwork, and if you need any assistance academically, please reach out to [rwright@louisburg.edu](mailto:rwright@louisburg.edu)

#### HONORS:

Grade Point Average	Honor
3.00 - 3.49	Honor List
3.50 - 4.00	Dean's List

**Academic Integrity:** Academic Integrity is strictly enforced at Louisburg College. Students who engage in any form of academic dishonesty, such as cheating or plagiarism, will receive sanctions. Possible sanctions for a first offense include a failing grade for the assignment or an automatic failing grade for the course. A second offense will result in a permanent notation of "academic integrity violation" on the student's academic transcript.

A third offense will result in expulsion from the College.

# ASSOCIATE OF ARTS IN GENERAL COLLEGE

(Effective Fall 2018)

## ASSOCIATE IN ARTS IN GENERAL COLLEGE

(Effective Fall 2018)

FALL I		SPRING I		FALL II		SPRING II	
ENG 111	3	ENG 112	3	ENG 231 or 232 or 241 or 242	3	200 level Lit	3
Art 111 or MUS 110	3	Lab Science Elective	4	REL 110 or 211 or 212 or 221, or PHI 240 or 215	3	Gen Ed Elective	3
MAT 143 or 152 or 171	3	HIS 111 or HIS 112 or HIS 131 or HIS 132	3	CIS 110 or CIS 115	3	Gen Ed Elective	3
ACA 122	1	ART 131 or ART 240 or ART 283 or DAN 110 or DRA 111 or DRA 130 or MUS 121 or ENG 125	3	ECO 251 or 252, or HIS 111, 112, 131 or 132, or POL 120	3	Free Elective	3
PSY 150 or SOC 210	3	COM 231	3	Gen Ed Elective	3	Free Elective	3
HEA 110/PED 110	3						
<b>TOTAL</b>	<b>16</b>		<b>16</b>		<b>15</b>		<b>15</b>

A minimum of 61 semester hours and 2.0 GPA are needed for graduation requirements

Section	Course	Planned	Completed	Hours Earned
Writing	ENG 111	_____	_____	____ U
	ENG 112	_____	_____	____ U
Computer Literacy	CIS 110 or 115	_____	_____	____ G
Mathematics	MAT 143 or 152 or 171	_____	_____	____ U
Humanities	COM 231	_____	_____	____ U
	Choose 1: ENG 231, ENG 232, ENG 241, ENG 242	_____	_____	____ U
	Choose 1: Additional 200 Level Lit Course	_____	_____	____ U/G/P
	Choose 1: ART 111/MUS 110	_____	_____	____ U
	Choose 1: ART 131/ART 240/ART 283/DAN 110/DRA 111/DRA 130/MUS 121/ENG 125	_____	_____	____ P
	Choose 1: REL 110, 211, 212, 221/PHI 240(U)/PHI 215(U)	_____	_____	____ G
		_____	_____	_____
Social Sciences	Choose 1: HIS 111/HIS 112/ HIS 131/ HIS 132	_____	_____	____ U
	Choose 1: ECO 251/ECO 252/HIS 111/HIS 112/HIS 131/HIS 132/POL 120	_____	_____	____ U
	Choose 1: PSY 150/ SOC 210	_____	_____	____ U
Health/PE	HEA 110/PED 110	_____	_____	____ P
College Success	ACA 122	_____	_____	____ R
Science	Choose 1: AST 111/BIO 110/BIO 111/CHM 151/ PHY 110/PHY 151/PHY 251	_____	_____	____ U
		_____	_____	_____
Electives	Gen Ed Elective _____	_____	_____	____ U or G
	_____	_____	_____	____ U or G
	_____	_____	_____	____ U or G
	Free Elective _____	_____	_____	____ U/G/P
	_____	_____	_____	____ U/G/P

Transfer Designation Code on UNC / NCCCS Transfer Course List: U: UGETC G: GEN ED P: Pre-Major/Elective R: Required  
 Not on UNC / NCCCS Transfer Course List, check with Institution / Department: O: Other



# ASSOCIATE OF SCIENCE IN GENERAL SCIENCE

(Effective Fall 2018)

## ASSOCIATE IN SCIENCE IN GENERAL SCIENCE

(Effective Fall 2016)

FALL I		SPRING I		FALL II		SPRING II	
ENG 111	3	ENG 112	3	Math/Sci Elective	4	Math/Sci Elective	4
Lab Science	4	Lab Science	4	Math/Sci Elective	4	Math/Sci Elective	4
MAT 171	4	MAT 172	4	PSY 150 or SOC 210 or POL 120	3	REL 110 or 211 or 212 or 221	3
PED 110 or HEA 110	2/3	HIS 111 or 112 or 131 or 132	3	ENG 231 or 232 or 241 or 242	3	CIS 110 or 115	3
ACA 122	1			ART 111 or MUS 110	3		
<b>TOTAL</b>	<b>14/15</b>		<b>14</b>		<b>17</b>		<b>14</b>

A minimum of 60 semester hours (34 UGETC hours; 11 GEN ED hours; 1 required hour; 14 hours in a combination of UGETC, GEN ED and pre-major electives) plus a 2.0 GPA are needed for the ASGS degree. All courses must be on the approved Appendix G transfer list.

<u>Section</u>	<u>Course</u>	<u>Planned</u>	<u>Completed</u>	<u>Hours Earned</u>
Writing	ENG 111	_____	_____	_____ U
	ENG 112	_____	_____	_____ U
Computer Literacy	CIS 110 or 115	_____	_____	_____ G
Mathematics	MAT 171 or 172	_____	_____	_____ U
	MAT 172 or 271	_____	_____	_____ U
Humanities	ENG 231 or 232 or 241 or 242	_____	_____	_____ U
	ART 111 or MUS110	_____	_____	_____ U
	REL 110 or 211 or 212 or 221	_____	_____	_____ G
Social Sciences	HIS 111 or HIS 112 or HIS 131 or 132	_____	_____	_____ U
	PSY 150 or SOC 210 or POL 120	_____	_____	_____ U
Health/PE	PED 110 or HEA 110	_____	_____	_____ P
College Success	ACA 122	_____	_____	_____ R
Pre-major	*Lab Science Elective	_____	_____	_____ U
	*Lab Science Elective	_____	_____	_____ U
	Math/Science Elective	_____	_____	_____
	Math/Science Elective	_____	_____	_____
	Math/Science Elective	_____	_____	_____
	Math/Science Elective	_____	_____	_____
Free Electives to bring total to a minimum of 60 credit hours.		_____	_____	_____

\* One of the following sequences of science courses is required:  
 BIO 111 and BIO 112                      CHM 151 and CHM 152  
 PHY 151 and PHY 152                      PHY 251 and PHY 252

Transfer Designation Code on UNC / NCCCS Transfer Course List:    U: UGETC    G: GEN ED    P: Pre-Major/Elective    R: Required

Not on UNC / NCCCS Transfer Course List, check with Institution / Department:    O: Other

# ASSOCIATE OF SCIENCE IN BUSINESS

## (Effective Fall 2018) ASSOCIATE IN SCIENCE IN BUSINESS (Effective Fall 2018)

FALL I		SPRING I		FALL II		SPRING II	
ENG 111	3	ENG 112	3	ACC 120	4	ACC 121	4
MAT 143 or 171	3/4	HIS 111 or 112 or 131 or 132	3	ECO 251	3	ECO 252	3
BUS 110	3	POL 120 or PSY 150 or SOC 210	3	BUS 260	3	BUS 228	3
ACA 122	1	REL 110 or 211 or 212 or 221	3	Lab Science Elective	4	ENG 231,232, 241, 242 or ART 111 or MUS 110	3
CIS 110 or 115 or 172	3	BUS 121	3	Business Elective	3	BUS 290	1
PED 110 or HEA 110	2/3			BUS 210 (Ind. Study)	1	Business Elective	3
<b>TOTAL</b>	<b>15-17</b>		<b>15</b>		<b>18</b>		<b>17</b>

**A minimum of 65 semester hours and 2.0 GPA are needed for graduation requirements.**

Section	Course	Planned	Completed	Hours Earned
Writing	ENG 111	_____	_____	____U
	ENG 112	_____	_____	____U
Computer Literacy	CIS 110 (G) or 115 (G) or 172 (O)	_____	_____	_____
Mathematics	MAT 143 or 171	_____	_____	____U
	BUS 121	_____	_____	____O
Humanities	ENG 231,232,241,242/ART 111/MUS 110 (Choose 1)	_____	_____	____U
	REL 110 or 211 or 212 or 221	_____	_____	____G
Social Sciences	HIS 111 or 112 or 131 or 132	_____	_____	____U
	POL 120 or PSY 150 or SOC 210	_____	_____	____U
Science	AST 111/BIO 111/CHM 151/PHY 110,151,251	_____	_____	____U
Health/PE	PED 110 or HEA 110	_____	_____	____P
College Success	ACA 122	_____	_____	____R
Pre-major	ACC 120	_____	_____	____P
	ACC 121	_____	_____	____P
	ECO 251	_____	_____	____U
	ECO 252	_____	_____	____U
	BUS 110	_____	_____	____P
	BUS 228 or MAT 152	_____	_____	____P
	BUS 260	_____	_____	____O
	BUS 290	_____	_____	____O
	BUS 210*	_____	_____	____O
	BUS Electives (2)	_____	_____	_____

**Business Electives include:**

HRM 110 Intro to Hospitality (O)	BUS 139 Small Business Entrepreneurship (O)
BUS 243 Business Law (P)	CIS 208 Web Design (O)
BUS 120 Marketing (O)	HUM 230 Leadership Development (P)
BUS 137 Principles of Management (P)	MAT 271 Calculus I (G)
BUS 125 Personal Finance (O)	MAT 171 Pre- Calculus (U)

Transfer Designation Code on UNC / NCCCS Transfer Course List: U: UGETC G: GEN ED P: Pre-Major/Elective R: Required  
Not on UNC / NCCCS Transfer Course List, check with Institution / Department: O: Other

**\*Business 210 represents a business internship. Students must have completed 28 credit hours or received special permission from the Executive Director to take this course.**

# Student Life

## IMMUNIZATIONS

Students will need to supply documentation showing satisfactory completion of all immunizations as listed in the chart on the following page. Students are required to supply documentation to the Department of Student Life prior to the first day of classes on August 25, 2021. To prevent undue delays in their check-in process please submit immunizations through Dynamic Forms (Link Below). Do not send paper copies, as they may become lost or misdirected. Please submit the most up-to-date copy of your immunization records, which should include a tdap booster within the last 10 years. All students are required to comply with state law regarding immunizations.

<https://dynamicforms.ngwebsolutions.com/Submit/Start/db2cb8b9-9ae9-4260-8ae5-53c0abe90458>



North Carolina Statute G.S. :130A-155.1 states that: *“No person shall attend a college or university, whether public, private, or religious unless a Certificate of Immunization or a record of immunization from a high school located in North Carolina indicating that the person has received immunizations required by G.S. :130A-152 is presented to the college or university. For out-of-state students, a Certificate of Immunization or a high school record indicating that the person has received immunizations is required to attend a college or university in North Carolina. The person shall present a certificate or record of immunization on or before the date the person first registers for a quarter or semester during which the student will reside on the campus or first registers for more than four traditional day credit hours to the registrar of the college or university. If a certificate or record of immunization is not in the possession of the college or university on the date of first registration, the college or university shall present a notice of deficiency to the student. The student shall have 30 calendar days from the date of the student’s first registration to obtain the required immunization. If immunization requires a series of doses and the period necessary to give the vaccine at standard intervals extends beyond the date of the first registration, the student shall be allowed to attend the college or university upon written certification by a physician that the standard series is in progress. The physician shall state the time period needed to complete the series. Upon termination of this time period, the college or university shall not permit the person to continue in attendance unless the required immunizations have been obtained.”*

**Student Athletes:** All student-athletes are *required* to complete sports information and physical forms online prior to check-in. These forms and more information can be found at:

[http://www/lchurricanes.com/athletics/athletic\\_training/index](http://www/lchurricanes.com/athletics/athletic_training/index)



# Vaccines and Doses/Background Check

Diphtheria  
Tetanus  
and/or  
Pertussis  
(3 doses)

Three doses of tetanus, diphtheria toxoid, one of which must have been within the last 10 years. Those individuals enrolling in college or university for the first time on or after July 1, 2008, must have had three doses of tetanus/diphtheria toxoid and a booster dose of tetanus/diphtheria toxoid/pertussis vaccine if a tetanus/diphtheria toxoid/pertussis vaccine has not been administered in the last 10 years.

Polio  
(3 doses)

An individual student who has attained his or her 18th birthday is not required to receive a polio vaccine.

Measles  
(2 doses)

Measles vaccines are not required if any of the following occur: Diagnosis of disease prior to January 1, 1994; An individual who has been documented by serological testing to have a protective antibody titer against measles; An individual born prior to 1957; An individual who enrolled in college or university for the first time before July 1, 1994, is not required to have a second dose of measles vaccine.

Mumps  
(2 doses)

Mumps vaccine is not required if any of the following occur: An individual who has been documented by serological testing to have a protective antibody titer against mumps; An individual born prior to 1957; Enrolled in college or university for the first time before July 1, 1994; An individual entering college or university prior to July 1, 2008, is not required to receive a second dose of mumps vaccine.

Rubella  
(1 dose)

Rubella vaccine is not required if any of the following occur: An individual who has been documented by serological testing to have a protective antibody titer against rubella; 50 years of age or older; An individual who entered college or university after their 30th birthday and before February 1, 1989.

Hepatitis B  
(3 doses)

Hepatitis B vaccine is not required if born before July 1, 1994.

Varicella  
(1 dose)

Varicella (Chicken Pox) vaccine is required for those born on or after April 1, 2001.

## Criminal Background Check:

As a part of our commitment to ensure a safe campus environment, the college completes a background check on every new student prior to matriculation. Louisburg College contracts with CastleBranch to conduct our background checks. Questions regarding background checks should be directed to the Student Life Office (919) 497-3247.

# What to Bring to Campus

Below is a non-inclusive list of items you should consider bringing with you when you move on to campus. Please note there are specific items that are not permitted in the halls due to safety.

## Appliances:

- Can opener
- Coffee maker (*auto shut-off only*)
- Box fan
- Floor lamps (*except halogen*)
- Iron
- Microwave (*see Microwave section of Student Handbook*)
- Multi-plug outlet w/ surge protector
- Personal computer w/ surge protector
- TV (*with built-in QAM tuner*)
- Refrigerator (*4 cu. ft. or less*)
- Vacuum, broom, and mop

## Clothing & Decor:

- Cleaning supplies
- Personal items and toiletries
- Trash can
- Pictures and posters (*must be hung without damaging walls. Poster Putty is recommended*)
- Alarm clock
- Sheets (*extra-long twin*)
- Mattress pad
- Bedspread/comforter
- Towels
- Shower caddy and flip flops (*especially in community style residence halls*)
- Seasonal Clothing

## Prohibited Items:

- Air conditioners
- Air fryers
- Amplifiers (*sub-woofers*)
- Automatic drip coffee makers (*without auto shut off*)
- Candles/incense
- Ceiling fans
- Cinder blocks
- Crockpots
- Charcoal or gas grills
- Cooking devices with exposed heating surfaces (*i.e. hotplates*)
- Drum sets
- Electric blankets
- Electric or kerosene heaters
- Electric woks/frying pans
- Firearms/guns/ammunition
- George Foreman grills (*and similar grills*)
- Halogen lamps
- Instant Pots
- Knives
- Hoverboards
- Multi-plug outlets (*unless with a surge protector*)
- String LED battery operated lights
- Toaster/toaster ovens

**Hints:** Remember that space for clothing is limited. If you plan to go home frequently, you can plan your wardrobe accordingly and only bring the items you will need until your next trip. If, however, you will be going home only once or twice each semester, you should bring adequate clothing to cover the time period.

**Weather:** The temperature in Louisburg ranges in the 80s for August and September, gradually cooling to averages in the 40s by December. January and February typically see temperature ranges of 20 degrees to 50 degrees, while March and April temperatures range in the 50s and 60s. (Be reminded that extreme variations from these averages are always possible.)

**Power:** Electrical power, especially in the residence halls, is limited. Heavy-duty grounded extension cords or grounded "power strips" with an integrated circuit breaker are permitted. Light duty, ungrounded, two-prong extension cords (UL listed) may be used for lamps, alarm clocks, and other low wattage appliances only. Any other use of light-duty extension cords is a fire hazard and is not permitted in the residence halls.

**Pets:** Pets are not allowed in the residence halls. Students may have a fish with a 10 gallon or less aquarium.

**Beds:** Students are not permitted to build lofts in the residence halls. Some beds on campus are bunkable. If you are interested in bunking your beds, you should contact the Housing & Residence Life Staff.

# Campus and Residence Life

We firmly believe the residence halls are more than just places to sleep. They are places to live and learn. The Housing & Residence Life staff at Louisburg College understands that you will spend almost half of your time at Louisburg in the residence halls. Therefore, we realize that this is a wonderful opportunity to enhance your college experience through programming and other unique opportunities that add to your overall College experience.

**Housing & Residence Life** is staffed by full-time professional staff members. Professional staff members include Community Hall Directors and Assistant Community Hall Directors who live in the residence halls and serve in a 24/7 on-call rotation to assist students or respond to emergencies after regular business hours. Residence Life staff also foster safe and comfortable living environments by safeguarding the policies outlined in the Student Handbook and facilitating roommate mediations when necessary. Residence Life staff help facilitate a strong residential community through regular meetings, interactive programming, and connecting students with resources. Make the best of your residential experience by stepping outside of your comfort zone, making new friends, and letting our staff be a resource to you! Housing & Residence life staff work closely with Campus Safety, who are also available to assist you or respond to emergencies on a 24-hour basis. Learn more by visiting [www.louisburg.edu/student/residence](http://www.louisburg.edu/student/residence).

We believe that living on campus is a vital part of the student experience at Louisburg College; therefore, we require that each student lives on campus. Students residing with parents within driving distance are allowed to commute. (Off-Campus Living Requirements are listed in the *Louisburg College Student Handbook*) which can be found on the website at [www.louisburg.edu](http://www.louisburg.edu).

## Housing Assignments:

If you plan on being a residential student, you are required to send an advanced deposit in the amount of \$200 with your Decision to Enroll form. Prior to arriving at HPD, you will receive an email to your Louisburg College account where instructions for housing sign-up will be provided. If you have yet to sign up for housing, we can help you with this process at HPD. If you meet someone at HPD and wish to live together, you both will need to accept one another as roommates when you sign up for housing, if an open room is available.

Please know that while we will make every effort to honor your request, we cannot guarantee any room/ roommate request. To view potential housing options, please visit [www.louisburg.edu/student/residence/roomdiagrams](http://www.louisburg.edu/student/residence/roomdiagrams).

## Internet:

All residence hall rooms are wired for high-speed internet service. Additionally, students are able to access the Louisburg College Wifi in any building (including all residence halls). If students are using an Ethernet port for internet usage, they must supply their own Ethernet cord to connect to the internet.

## Laundry:

For your convenience, laundry machines are provided free of cost. Washers and dryers are located in Wright, Patten, Kenan, Merritt, and Hillman Halls. It is requested that residents use the laundry facilities in their hall where available. Residents in Franklin Hall will have access to the laundry facility on the second floor of Patten. Residents in Davis Hall will have access to the laundry facility on the first floor of Wright Hall. Any problems should be reported to the Department of Student Life.

Since many students tend to do their laundry during similar time periods, it results in busy laundry rooms. Therefore, Laundry View is available for all students. Laundry View is an internet application that allows students to monitor the status of washers and dryers through a web browser. Laundry view can be accessed at [www.laundryview.com/louisburgcoll](http://www.laundryview.com/louisburgcoll) or from the college's website.

**Internet password: lcgreatfutures**

## Room Changes:

Students are able to make room changes after the first three weeks of classes. Should a student desire to change rooms after that time, they should first contact their Community Hall Director. The CHD will then work with the residents of the room to mediate any potential conflicts or issues that might exist. If this process does not assist students in being able to continue to live with each other, the CHD will recommend a room change and the student will then meet with a professional staff member to discuss room change options.

## Dining Services

Chartwells, Inc. operates the newly renovated Duke Dining Center and Perks Cafe (offering Starbucks brand coffees) at the Robbins Library. Items from Perks may be purchased a la carte. Each student receives \$50 per semester in Hurricane Points to use at the Hurricane Zone and/or Perks.

All resident students are required to purchase the meal plan which includes 19 all-you-can-eat meals per week (breakfast, lunch, and dinner M-F; brunch and dinner on weekends). Commuting students may purchase meals a la carte from the Duke Dining Center. Commuters may also utilize their Hurricane card by purchasing a Commuter Meal Plan of either 40 or 80 meals in the Business Office. Commuters are awarded \$50 in declining balance points each semester for use at the Duke Dining Center and Perks.

The Hurricane Zone at Duke Dining Center offers late-night dining from 7:30 pm-10:00 pm. Students may purchase items a la carte or exchange an unused dining hall meal for an equivalent option. Each day, the Zone will offer several equivalency exchange options from which to choose. The Hurricane Zone provides quick-serve options such as pizza, chicken sandwiches, wraps, and salads.

## Campus Organizations

Student organizations provide leadership development and social growth that complement academic life. Most organizations are open to any member of the student body, while some have GPA or other requirements for membership. Please contact Student Engagement about creating a new student organization.

Student organizations are governed by a constitution and supervised by a faculty or staff advisor. Students who have interests beyond our current campus organizations should contact a member of the student engagement staff.

## Clubs & Organizations

- Christian Life Council
- Commuters Organization
- Drama Club
- Hurricane Outreach
- Hurricane Productions
- Martial Arts Club
- National Society for Leadership and Success (Sigma Alpha Pi - LC Chapter)
- Phi Beta Lambda Business Fraternity (PBL)
- Phi Theta Kappa (PTK) Honor Society
- Sigma Kappa Delta National English Honors Society
- STAND UP SPEAK OUT
- Student Alumni Association
- Student Government Association (SGA)
- Student North Carolina Association of Educators (SNCAE)
- Ultimate Frisbee Club

**Louisburg College Spiritual Life:** The Spiritual Life program at Louisburg College is a campus ministry created with students for students, and seeks to build a community that loves both God and neighbor well. We do this by creating communal rhythms, including weekly worship opportunities (Tuesday at 11 am), community events, small group gatherings, and individual pastoral care. For more information, to get involved, or simply to connect, send Chaplain Anna Hughes an email at [ahughes@louisburg.edu](mailto:ahughes@louisburg.edu).



## Campus Safety:

The Campus Safety department is located on the first floor of Davis Hall. Officers are on duty 24-hours a day, seven days a week. Our Campus Safety Officers are here to assist students in any way possible, most notably by helping to provide a safe living and learning environment.

A safe and secure campus is a high priority at Louisburg College. Campus awareness and cooperation, along with the guidance and support of a well-trained staff, contribute to a positive learning environment. At HPD events and new student orientation in August, students are informed of the services provided by Louisburg College Campus Safety. Students are provided with information via handouts and the Louisburg College Student Handbook.

Periodically throughout the year, Campus Safety along with the Student Life office will offer safety and crime prevention programs. These programs may cover topics such as self-defense, drug and alcohol abuse, residence hall security, etc. Inherent in all of these programs is the need for students to understand their responsibility for their own security and that of others. Students are strongly encouraged to participate in these programs.

Campus Safety prepares the Campus Crime Report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This report includes all crimes reported to the Campus Safety Office, as well as crimes reported to designated college officials (including but not limited to Deans, coaches, advisors, and Residence Community Coordinators) and local law enforcement agencies.

Each year students, faculty, and staff receive e-mail notification of the availability of the current report. The report can be found as part of the current Louisburg College Student Handbook on the College's website at [www.louisburg.edu](http://www.louisburg.edu). Copies of the report may also be obtained at the Campus Safety Office.

- **Locked your keys in your car?** No worries. Campus Safety can assist you by getting you into your car.

- **Flat tire?** No worries. Campus Safety can assist you by inflating the tire long enough for you to drive your car to a service station.

- **Campus Safety Safewalk Program:** Don't feel safe walking alone? Call Campus Safety at 919-497-3400 if you need to be accompanied by an officer while walking through the campus area.

- **Operation ID:** Protect your property by having your property labeled.

- **LC Alerts:** This system is designed to quickly provide important information to all members of the Louisburg College community. It utilizes both campus e-mail and personal cell phones to distribute emergency notifications in a timely manner. Community members may also opt-in to receive up-to-date school information such as news, sports, special event notices, and more.

**How can I sign up for LC Alerts?** Students may go to <https://lcalerts.bbcportal.com/> to sign up and create their account. They will need their student ID number (last five digits) which can be found on the reverse of their ID card or on the student portal.

## Health Insurance & Health Services:

Louisburg College provides a student accident insurance plan that is a *supplemental* plan to the student's family health policy(ies). The cost of this insurance plan is included in the student's fees.

# LOCKOUTS, ALTERNATIVE MODES OF ENTRY AND NEW ID CARDS

## ADMINISTRATION OF AN ID CARD:

On check in day, students will receive their Key Access Card. This is a Photo ID that gives access to their Residence Building, room, access to other buildings and is also used in the cafeteria to keep track of their meal plan.

## HARD KEY POLICIES:

Failure to turn in a room key or mailbox key will result in a lock change fee of \$100.00 when deemed necessary for security purposes.

## LOCKOUT FEES:

The lock-out fee when a student needs access to a room due to a misplaced ID card or key is \$20.00.

## ID CARD REPLACEMENT:

Replacement of a student ID access card is \$35.00. All fees will be charged to a student's College account.

## HOUSING & COMMUTER AGREEMENT



### COMPLETE THE HOUSING/COMMUTER AGREEMENT

All Students must complete the Housing/Commuter Contract in Dynamic Forms before the start of classes on August 25, 2021 .

<https://dynamicforms.ngwebsolutions.com/Submit/Start/8f347aec-a23c-470b-8e00-c02148a1c4f5>



## Additional Options:

### Franklin Community Health Services

111 S. Church Street  
Louisburg, NC 27549  
(919) 940-2500

### Impact Urgent Care

315 Franklin Plaza  
Louisburg, NC 27549  
(919) 496-4976

### Franklin County Health Department

107 Industrial Drive  
Louisburg, NC 27549  
(919) 496-2533

### Fast Med

2001 S. Main Street  
Wake Forest, NC  
(919) 562-3155

### Wake Forest Urgent Care

2115 S. Main Street  
Wake Forest, NC  
(919) 570-2000

**\* Remember that you are responsible for arranging appointments, payments, etc. directly with the provider's office.**

## Walmart Shuttle:

The Student Engagement Office operates a free shuttle to Wal-Mart multiple times throughout the semester. The shuttle departs from the front parking lot in front of Main Hall. Times and dates for the shuttle vary. Student Engagement will provide the shuttle dates at the beginning of each semester.

## Shuttle Service:

The Student Engagement Office also operates a shuttle service on days the Residence Halls open and close for campus breaks (excludes Fall check-in and Spring check-out). Please see a Community Hall Director in the Student Engagement Office to make shuttle arrangements. Arrangements must be made at least one week prior to travel. The shuttle only runs to the RDU Airport, the Raleigh Greyhound Station, and the Raleigh Amtrak Station at the time marked on campus publicity.

## Post Office:

Louisburg College provides and requires campus post office boxes for all resident students. Your box # is assigned to you at check-in. Students are responsible for their mailbox key. In the event a key is lost, a replacement fee of \$25.00 is charged to the student. Students may purchase stamps, pick up packages, and report any problem with their boxes at the LC Mail Office across from the Bookstore.

Student Address:  
First and Last Name  
501 N. Main Street, # \_\_\_\_\_  
Louisburg, NC 27549

## QUESTIONS OR CONCERNS? PLEASE CALL US!

<b>Office of Academic Affairs</b>	(919) 497-3221	<b>Office of Student Conduct</b>	(919) 497-3348
<b>Auditorium &amp; Box Office</b>	(919) 497-3300	<b>Office of Housing &amp; Residence Life</b>	(919) 497-3310
<b>Bookstore &amp; Post Office</b>	(919) 497-3224	<b>Joel Porter Counseling Center</b>	(919) 497-3205
<b>Health Clinic</b>	(919) 497-1399	<b>Financial Aid</b>	(919) 497-3212
<b>Financial Services</b>	(919) 497-3262 (919) 497-3229	<b>Office of the Registrar</b>	(919) 497-3232
<b>Campus Security</b>	(919) 497-3400	<b>Student Engagement Office</b>	(919) 497-3127



Stay in the know  
@LOUISBURGDINING

# For the *Love* of Food

MEAL PLANS  
2021 - 2022

## RESIDENTIAL PLANS

### Unlimited

19 Meals Per Week + \$50 Hurricane Dollars

## COMMUTER PLANS

### 80 Block

80 Meals Per Academic Year

### 40 Block

40 Meals Per Academic Year

## ADD MORE

### Hurricane Dollars

Hurricane Dollars are funds that can be used at any of our dining locations on campus and can be added to any meal plan at any time and are valid for as long as you are enrolled.

## BIG BENEFITS

- No planning required
- On campus convenience
- No clean up required
- Save that parking space

## VISIT US ONLINE!



Scan Me!

*Locations*

Duke  
Dining Hall

Perk &

DINEONCAMPUS.COM/LC



# 2021-2022 Academic Calendar

## FALL 2021

Aug 12	Football athletes arrive (Thursday)
Aug 16, 17 & 18	Faculty Professional Development Days
Aug 17	The remaining fall athletes arrive (Tuesday)
Aug 22	New students arrive, Induction, Learning Partners arrive (Sunday)
Aug 23	Hurricane Prep Day, advising (morning), breakout sessions afternoon, Learning Partners orientation (Monday)
Aug 24	Returning students check-in (Tuesday)
Aug 25	Classes begin; drop add begins at 8:30 am (Wednesday)
Sept 3	Drop / Add ends at 5 pm; changes in enrollment on or after this date may result in an adjustment to financial aid
Sept 6	Labor Day (Monday) no classes
Sept 7	Convocation
Sept 24	First Quarter Grades Due
Oct 14-15	Fall break Thursday and Friday, No classes
Oct 15	Midterm grades due by 10 am (Friday)
Oct 18	Classes resume, (Monday)
Oct 18	Pre-registration begins (Monday)
Oct 29	Students must be enrolled through this date to receive no financial aid reduction (Friday)
Nov 1	Last day fall graduation applications accepted; last day to initiate a withdrawal from a course (by 5 pm, Monday)
Nov 23	Thanksgiving holiday begins after last class; no classes after 5 pm (Residence halls close at 5 pm Tuesday)
Nov 24-26	No classes Thanksgiving Break (Wednesday, Thursday, Friday)
Nov 28	Residence halls open at 3 pm (Sunday)
Nov 29	Classes resume (Monday)

Dec 6	Last day of classes (Monday)
Dec 7	Reading Day (Tuesday)
Dec 8	Exams begin (Wednesday)
Dec 10	Exams end; residence halls close at 5 pm (Friday)
Dec 13	Final grades due by 10 am (Monday)

## **Spring 2022**

Jan 13 & Jan 14	Faculty Development Days
Jan 17	MLK Jr. Day – College Closed (Monday)
Jan 18	New students arrive (Tuesday)
Jan 19	New student orientation; returning students check-in (Wednesday)
Jan 20	Classes begin; drop/add begins at 8:30 am (Thursday)
Jan 27	Drop / Add ends at 5 pm; changes in enrollment on or after this date may result in an adjustment to financial aid (Thursday)
Jan 31	Last day Spring graduation applications accepted (Monday)
Feb 18	First Quarter Grades Due
March 7	Midterm exams begin (Monday)
March 11	Spring break begins after last class; residence halls close at 5 pm (Friday)
March 14	Midterm grades due by 10 am (Monday)
March 20	Residence halls open at 3 pm (Sunday)
March 21	Classes resume (Monday)
March 21	Fall and summer pre-registration begins (Monday)
March 25	Last day to initiate withdrawal from course (by 5 pm, Friday)
March 31	Students must be enrolled through this date to receive no financial aid reduction (Thursday)
Apr 15	Good Friday - No classes
April 29	Awards Day (Tuesday)
May 12	Last day of classes (Thursday)
May 13	Reading Day (Friday)

May 16	Final Exams begin, Exams for potential graduates (Monday)
May 18	Final grades for potential graduates due by 12 pm; Exams end; residence halls close at 5 pm (Wednesday)
May 20	Baccalaureate (Friday)
May 21	Commencement (Saturday)
May 23	College Assessment Day; Final grades for non-graduates due by 9 am
May 23 & May 24	Faculty Development Days (including Advisor Training)
May 30	Memorial Day- College Closed (Monday)

## **Summer 2022**

June 22	Student check-in (Wednesday)
June 23	Classes begin; Drop / Add begins at 8:30 am and ends at 5 pm (Thursday)
July 4	No classes; Independence Day (Monday)
July 5	Classes resume (Tuesday)
July 6	Last day permitted to initiate withdrawal from course (by 5 pm, Wednesday)
July 21	Last day of classes (Thursday)
July 22	Final exams (Friday)
July 27	Final grades due by 10 am (Wednesday)

# Bookstore Information

The Bookstore will be offering a **15% DISCOUNT** for all HPD attendees.

## The Bookstore offers a variety of merchandise:

Apparel

Snack Items

Textbooks

Postage Supplies (Stamps, Envelopes, Etc.)

School Supplies

Health and Beauty Items

Souvenir Items (T-Shirts, Hoodies, Sweatpants, Hats, Keychains, Decals, Cups/Mugs, Etc.)

## Textbook Rental Program:

1. The book rental program is included in the cost of tuition.
2. Students will pick up textbooks during check-in and sign a rental agreement.
3. All books are included in the rental program.
4. Students will borrow the books for the entire semester, and return them at the end of each semester.
5. For any books not returned by the last day of exams (excluding workbooks), the student's account will be charged the replacement cost per book.

You can also shop the Bookstore online by visiting [www.louisburg.edu](http://www.louisburg.edu) and clicking **Canes Store!**



# What's in the area?

## Dining:

- Bojangles | 12 Golden Leaf Dr., Louisburg, NC 27549 | (919) 496-6879
- Dairy Queen | 317 S Bickett Blvd, Louisburg, NC 27549 | (919) 496-1555
- Domino's Pizza | 8551 NC-56 Hwy, Louisburg, NC 27549 | (919) 497-0400
- Hardees | 110 S Bickett Blvd., Louisburg, NC 27549 | (919) 340-9997
- KFC/Taco Bell | 207 S Bickett Blvd, Louisburg, NC 27549 | (919) 496-4919
- Johnny's Barbecue | 8446 NC 56 Hwy, Louisburg, NC 27549 | (919) 497-5997
- Johnny Bull's Steakhouse | 32 Golden Leaf Dr., Louisburg, NC 27549 | (919) 496-3800
- La Fiesta Mexicana | 505 Retail Way, Suite 122, Louisburg, NC 27549 | (919) 340-1122
- McDonald's | 329 S Bickett Blvd, Louisburg, NC 27549 | (919) 496-2667
- Papa John's | 333 S Bickett Blvd, Louisburg, NC 27549 | (919) 729-8131
- Pizza Hut | 116 S Bickett Blvd., Louisburg, NC 27549 | (919) 496-6400
- Remington Grill | 309 S Bickett Blvd, Louisburg, NC 27549 | (919) 496-7005
- Sheetz | 108 S Bickett Blvd, Louisburg, NC 27549 | (919) 340-4406
- Subway | 313 S Bickett Blvd Suite 313, Louisburg, NC 27549 | (919) 496-1223
- Wendy's | 328 S Bickett Blvd, Louisburg, NC 27549 | (919) 496-2214
- Zaxby's | 790 Retail Way, Louisburg, NC 27549 | (919) 340-2445

## Preferred Guest Lodging:

- Days Inn by Whnydham Louisburg | 201 Sandalwood Ave, Louisburg, NC 27549 | 919-727-8033
- Hampton Inn | 12318 Wake Union Church Rd., Wake Forest, NC 27587 | (919) 554-0222
- Holiday Inn Express | 11400 Common Oaks Dr., Raleigh, NC 27614 | (919) 570-5550

## Transportation:

- Greyhound Bus Station | 230 Vanco Mill Rd., Henderson, NC 27537-7502 | (252) 438-3223
- Greyhound Bus Station | 2210 Capital Blvd., Raleigh NC 27604 | (919) 834-8275
- RDU Airport | 2400 John Brantley Blvd., Morrisville, NC 27560 | (919) 840-2123
- Train Station | 320 W Cabarrus St., Raleigh, NC | (800) 872-7245

## Services:

- Pete Smith's Tire & Quick Lube | 655 Pete Smith Rd., Louisburg, NC 27549 | (919) 496-2009
- Dentist: Hardy Family Dentistry | 122 Jolly St., Louisburg, NC 27549 | (919) 496-3088
- Dentist: Howard Yee Practice | 311 S Bickett Blvd., Louisburg, NC 27549 | (919) 853-6453

## Other:

- CVS Pharmacy | 102 N. Bickett Blvd., Louisburg, NC 27549 | (919) 497-3041
- Department of Motor Vehicles | 86 Tanglewood Dr, Louisburg, NC 27549 | (919) 496-2590
- Post Office | 125 N. Main St., Louisburg, NC 27549 | (919) 496-1084
- Wal-Mart | 705 Retail Way, Louisburg, NC 2754 | (919) 496-2221





Thank you for attending Hurricane Prep Day! Scan this QR code to complete a quick survey about your experience and receive a voucher for a FREE Sunset Slush!

