



2026 | 2027 **STUDENT HANDBOOK**

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BGU Mission Statement

Bethany Global University seeks to bring Kingdom transformation to the nations by equipping and sending intercultural disciple-makers through higher education.

Student Life & Standards

LIVING IN THE LIGHT

“But you, brothers, are not in darkness so that this day should surprise you like a thief. You are all sons of the light and sons of the day. We do not belong to the night or to the darkness. So then, let us not be like others, who are asleep, but let us be alert and self-controlled. For those who sleep, sleep at night, and those who get drunk, get drunk at night. But since we belong to the day, let us be self-controlled, putting on faith and love as a breastplate, and the hope of salvation as a helmet. For God did not appoint us to suffer wrath but to receive salvation through our Lord Jesus Christ. He died for us so that, whether we are awake or asleep, we may live together with him. Therefore encourage one another and build each other up, just as in fact you are doing.” 1 Thessalonians 5:4-11

We believe that the Spirit distributes gifts and ministries to all believers, and that every believer, regardless of race, gender, or socio-economic status is accountable to God to utilize and develop their gifts and abilities to serve in God's kingdom.

BGU Lifestyle Commitment

BGU is a university uniquely placed in the middle of a storied missional community. Central to the teaching within this community has been the message of the cross; that the complete and perfect work of Christ's death and resurrection empowers every believer to overcome sin and walk in holiness through absolute surrender to Christ's lordship (Romans 6:1-14). We are counted righteous in God's sight only by the application of his grace to our lives, grace that comes through the finished work of the cross, apart from our works (Ephesians 2:9-10; Titus 3:4-7). This grace also empowers us to walk in holiness before him and in sacrificial love toward one another in community (Colossians 3:12-17). The BGU Lifestyle Commitment is intended to guide students in living Christ-honoring lives in every context connected to their enrollment, including online coursework, local church involvement, university activities, and in-person ministry settings such as Global Internship. It is not to be seen as the standard of holiness, but as a guardrail within which the Holy Spirit may mold us into the image of Christ without hindrance and as a guide for engaging healthy relationships in ways that honor God and others.

BGU students are committed to embrace a lifestyle of integrity, which includes an internal commitment both to live righteously and to quickly confess and repent of areas of sin. Those who embrace integrity desire to bring any sin, whether publicly known or secretly hidden, into the light, maintaining unhindered fellowship with God and with those in their community. We do not expect perfection of anyone, but rather a fervent pursuit of holiness and quick confession and repentance toward any areas of failure.

BGU students commit to abstain from alcohol, tobacco products, gambling, and drugs that are not sold over the counter or prescribed by their doctor. Students should be open with university leadership about past addictions in any of these areas and commit to openness and accountability in these areas while at

BGU. BGU students are permitted to drink responsibly during the following major breaks if they are of age: Thanksgiving Break, Christmas Break, Spring Break, and Summer Break.

BGU students are committed to live by the biblical standard of sexual purity ordained by God and affirmed by Jesus Christ, which excludes all sexual activity outside of the marriage covenant between one man and one woman (Genesis 2:24; Matthew 19:5; Ephesians 5:31; Hebrews 13:4). The commitment to purity includes fleeing actions such as viewing pornography, masturbation, and extramarital sex, as well as a commitment to reject lustful thoughts (2 Timothy 2:22).

BGU students affirm that gender is intentionally created and designated by God at birth, and is not a matter of human free will; thus, gender self-designation will not be recognized at BGU.

BGU students celebrate media as an incredible resource for the furthering of the Kingdom of God, for learning, and for enjoyment, but also recognize that it can quickly become a conduit of unhealthy and harmful content. Media used for entertainment should be used as a means of building community, not as a means of escape or isolation. All media viewed should be glorifying to God and edifying to those watching.

BGU students have chosen freely and of their own accord to embrace this lifestyle commitment. Because each BGU student has voluntarily chosen to be a part of the Bethany community and abide by this lifestyle commitment, any violation of these standards will be considered a compromise of integrity. By agreeing to this lifestyle commitment, students agree to the guidance of BGU leaders in dealing with the consequences of any violation.

BGU reserves the right to dismiss any student who does not abide by the lifestyle commitment. Action may be taken concerning any student regardless of the amount of time since a particular violation occurred. The university may also take disciplinary action concerning students awaiting degrees or students who have withdrawn from the university while a disciplinary matter is pending.

When the Lifestyle Commitment Applies

The BGU Lifestyle Commitment applies to all students during the full period of their enrollment and in all contexts in which they participate in university life or represent BGU.

- during all fall, spring, and summer terms in which a student is enrolled in coursework.
- during participation in online classes, university communication platforms, virtual gatherings, and other university-sponsored activities.
- while representing BGU in any ministry event, travel, program requirement, or university function, including local and overseas Global Internship placements.
- while participating in in-person ministry, service, internship, training, or university-related events connected to a student's role or responsibilities through BGU.

Because BGU seeks to form students for Christ-centered life and ministry, students are expected to conduct themselves in ways that demonstrate integrity, holiness, and a commitment to honor Christ both in their academic work and in their personal, ministry, and community life.

The overarching objective of Bethany Global University is to see students grow in spiritual maturity, personal responsibility, and knowledge of God as revealed in His Word, in order to become effective ministers of the Gospel. Therefore, BGU seeks to live by the following Biblical guidelines:

- The desire to glorify God in all things (Romans 15:5-6)
- A concern for the feelings and sensitivities of others – showing selflessness (1 Corinthians 10:23-24)
- A commitment to put off one's old way of life (Ephesians 4:20-24)
- A refusal to be shaped by the value system of this world (Romans 12:2)
- A desire to act in ways that reflect maturity (Hebrews 5:14)
- The understanding and practice of teachability (Proverbs 9:9-10)

If, at any time, students have questions about the guidelines in this handbook, they are encouraged to discuss their concerns directly with a university staff or faculty member.

Unless otherwise noted, all lifestyle policies are applicable while students are enrolled at BGU.

Final Authority for Matters of Belief and Conduct

The BGU Lifestyle Commitment does not exhaust the extent of our beliefs. The Bible, itself, as the inspired and infallible Word of God, is the final authority concerning truth, morality and the proper conduct of mankind. The BGU Board of Directors and executive and managerial leadership looks to the Bible's meaning and application when exercising the final interpretive authority regarding BGU's faith, doctrine, practice, policy and discipline.

Media

Students should refrain from becoming overly absorbed in any type of media to the detriment of their walk with God, relationships, and/or studies. Since it is possible in this culture to become “intoxicated” with the things of the world, recommended guidelines have been established in this section to give students direction in developing a stronger daily Christian walk.

The following guidelines apply to the use of media while enrolled at BGU.

Content and Music

Students should not listen to music or view content that contradicts biblical morals or values.

Internet Use

In this era the internet can be used for great good, but can also be detrimental. To help students foster healthy internet usage habits, the following guidelines are in place:

Students should wisely manage their time on social media, blogs, forums, email, surfing the web, computer games, and video streaming platforms.

Movies

Students may make their own judgment call as they ask the Lord for guidance as to what media they view personally. To help prevent exposure to material that could compromise their integrity, we suggest students make use of a Christian movie review site before they watch a movie (good review sites include www.pluggedinonline.com and www.christiananswers.net/spotlight).

Gaming

Gaming systems are permitted, and should be primarily used as a means of engaging with community. Students are expected to use good judgment in which games they play, and to be moderate in the amount of time given to this form of entertainment. Video games should not be used as a means of escape or isolation, but should be used intentionally within community as an additional outlet to enjoy Christ-centered friendships.

Dress Code

As representatives of BGU, students agree to uphold standards that reflect the values of the organization. While Bethany Global University realizes that students live and come from a wide range of backgrounds and may hold different ideas regarding appropriate dress, we highly value modesty and respect for self and others. Both of these values need to be taken into consideration when choosing clothing. The way we dress can be reflective of our heart. Let's love and encourage each other in this biblical way—always seeking to care for each other as brothers and sisters in Christ.

- Our choices as a community should be focused on our testimony as representatives of Jesus Christ rather than on our own rights or personal taste.
- Choices should also be appropriate to the setting, and reflect sensitivity, respect, and consideration of others.

The following general dress code guidelines should be followed in contexts where students are participating in university activities, attending live online classes or meetings where appearance is visible, serving in ministry, taking part in Global Internship, or otherwise representing BGU in public or ministry settings:

- All clothing should be modest, neat and clean.
- Hair should be clean and well kept.

The following is not permitted:

- Clothing with ads, scenes, branding, or wording that promotes alcohol, drugs, sexual promiscuity, or other unbiblical values
- Shirts & dresses with the following styles: halter, spaghetti strap, and strapless
- Exposed cleavage, midriffs, or lower backs
- Skirts/dresses (including any slits) that are shorter than 3 inches above the knee when standing (Disclaimer: this will look different for different body types)
- Shorts that are shorter than finger tips when standing with arms extended
- Leggings are acceptable when worn under skirts/dresses/shorts/shirts that are no shorter than finger tips when standing with arms extended
 - Yoga pants are acceptable to be worn by themselves when exercising
- See-through clothing
- Any undergarments that are showing
- Please note:
 - Gym/workout clothing should also adhere to these same standards.
- Students should dress appropriately while representing BGU.

Piercings and tattoos are, for the most part, irreversible choices which may affect a student's ability to effectively minister within certain cultures; therefore, BGU strongly recommends that students do not get

tattoos while enrolled in the university, and piercings are limited to the ears for both genders and a small stud or hoop nose ring and Monroe for women.

Employment

BGU expects students to give proper attention to their studies and to make steady academic progress throughout their enrollment.

Students may maintain employment while enrolled at BGU, provided they do so with wisdom, strong time management, and a continued commitment to their academic responsibilities.

If employment begins to interfere with a student's coursework, participation, or academic progress, the student may be asked to reduce work hours in order to prioritize their studies.

Dating/Courtship

Students should seek to honor one another and treat fellow students as brothers and sisters in Christ. All relationships should be God-honoring, wise, and edifying to others. Students who enter into romantic relationships are encouraged to pursue them with maturity, accountability, and discernment, including seeking guidance and mentorship from trusted leaders within their local church or spiritual community. BGU desires to support students in cultivating healthy, Christ-centered relationships that reflect biblical values and contribute to their spiritual growth.

Engagement & Marriage

Students entering into relationships should be aware that any plans for engagement and marriage must fit within the structure and timeline of the program. Students in their first year of marriage should understand that it may affect their BGU Global Internship.

Title IX

Title IX of the Education Amendments of 1972 is a federal law that states:

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving Federal financial assistance" (20 U.S.C. Sec. 1681).

Under Title IX, discrimination on the basis of sex can include sexual harassment, sexual assault, and sexual violence.

Scope and Policy

Bethany Global University (BGU) is committed to maintaining a Christ-centered community, free of discrimination, including sexual harassment, sexual violence, and sexual misconduct in all of its forms as defined in this policy. BGU prohibits domestic violence, dating violence, sexual assault, and stalking. BGU will not tolerate sexual misconduct by or against its students, faculty, or staff. In addition, visitors, volunteers, vendors, consultants, third parties, or any person that provides services to BGU are required to comply with the provisions of this policy. All community members must comply with this policy.

The purposes of this policy include:

1. Prohibiting all forms of sexual misconduct

2. Creating a work environment that is free from sexual misconduct
3. Encouraging good faith complaints when sexual misconduct has occurred
4. Addressing and resolving complaints of sexual misconduct
5. Preventing recurrence of sexual harassment, sexual violence, and sexual misconduct and correcting its effects on complainants and others

All students and employees are required annually to take an online training to make them aware of the scope of Title IX and its protections against discrimination on the basis of sex, including any form of sexual misconduct, in any BGU education program or activity. Persons who believe that they have experienced sexual misconduct or have witnessed sexual misconduct of another community member are expected to bring the conduct to the attention of appropriate individuals so that BGU can take prompt corrective action. BGU will take prompt corrective action against any sexual misconduct by or against its community members. All BGU community members are directed to implement and abide by the procedures outlined in this policy.

All complaints will be taken seriously and no one who acts in good faith to report sexual misconduct, including third parties (e.g., vendors), will suffer actual or threatened retaliation or reprisal. Complaints of sexual misconduct will be treated in confidence to the extent feasible, given the need to conduct a thorough investigation and take corrective action. If it is determined through an appropriate and prompt investigation that sexual misconduct has occurred, effective corrective action will be taken to eliminate the sexual misconduct, attempt to ensure that it does not recur, and to appropriately care for those who may have been harmed. Depending on circumstances and the severity of the conduct, corrective action may range from a written warning to dismissal.

Title IX Coordinator

The Title IX Coordinator has primary responsibility for training, education, oversight, enforcement, administration, and supervision of this policy and procedure, as well as identifying and addressing any systematic problems that arise during the review of complaints. The Title IX Coordinator is also the administrator to whom a complaint is reported. The Title IX Coordinator ensures the complaint is addressed according to policy and procedures and assigns an Investigator to help with resolving the situation. Any questions related to these policies and procedures should be addressed to the Title IX Coordinator.

All complaints may be reported to:

Title IX Coordinator:

Melody Espinoza
TitleIXCoordinator@bethanygu.edu
melody.espinoza@bethanygu.edu
(651)-418-2196

Title IX Deputy:

Saba Wood
saba.wood@bethanyintl.org
(913)-231-2504

Title IX Confidential Resources:

Paul Hartford
paul.hartford@bethanyintl.org
(952)-946-4180

Carol Freeman
carol.freeman@bethanyintl.org
(952)-918-1901

Immediate Action and Assistance Following an Incident of Sexual Misconduct

The safety and well-being of any person who has experienced sexual misconduct is of primary importance. Because Bethany Global University serves students in an online environment, individuals may be located in different communities. Anyone needing immediate assistance should seek help from local emergency, medical, and support resources in their area, in addition to notifying BGU if they wish to make a report or request support.

Immediate assistance:

In an emergency or if you are in immediate danger, call 911 or contact local emergency services in your area. Seek medical care as soon as possible from a hospital, emergency room, urgent care provider, or other qualified medical provider in your area. If available, you may request care from a Sexual Assault Nurse Examiner (SANE) or another provider trained in sexual assault response.

You may also contact local law enforcement in your area if you wish to make a criminal report, request immediate protection, or seek assistance obtaining emergency services.

You are also encouraged to report concerns to BGU's Title IX Coordinator so the university can provide information about available support, supportive measures, and complaint options.

Individuals may also seek support from local victim advocacy organizations, crisis hotlines, counseling services, or community-based sexual assault resources available in their state or region.

While victim care is the first priority, it is also important to preserve evidence that may be helpful if a person chooses to pursue a criminal report, a protection order, or a university complaint process. If possible, preserve evidence such as clothing, text messages, emails, social media messages or posts, photos, call logs, and other relevant records. A medical provider may also assist with evidence preservation during an exam.

Considerations

If you have personally experienced any form of sexual misconduct, tell someone as soon as possible. Immediate notification, ideally within the first 24 hours after any sexual misconduct occurs, helps assure the preservation of evidence. Preserving evidence may be necessary for the proof of criminal sexual misconduct or to obtain a protection order. In an emergency, call 911.

All BGU faculty and employees are mandatory reporters. They have a duty to report sexual misconduct to the Title IX Coordinator when they are made aware of such conduct or witness such conduct. Conversations with the Title IX Coordinator will be kept as confidential as possible, but information about incidents of suspected violations of Title IX must be shared to the extent necessary to conduct an investigation and to take any corrective action deemed appropriate by BGU. Only the specifically designated Confidential Resources noted above can guarantee full confidentiality.

BGU shall provide a prompt, fair, and impartial investigation and resolution. The Complainant is understood to be an individual or group of individuals who believe that unlawful discrimination or sexual misconduct may have or has occurred. The Respondent is an individual or group of individuals against whom an allegation of sexual misconduct is made.

The complainant and respondent are entitled to the same opportunities to have others present during a BGU misconduct proceeding, including the opportunity to be accompanied by an advisor of their choice

during any related meeting, interview, proceeding, or other communication connected to the process. The complainant and respondent shall be simultaneously informed in writing of the outcome of any proceeding, right to appeal, any change in results that occurs prior to the time that such results become final and when such results become final.

There are two procedures to consider for addressing sexual misconduct concerns, the Informal Complaint Procedure and the Formal Complaint Procedure. All proceedings of informal and formal complaints are kept confidential with information about incidents of suspected violations of Title IX shared only to the extent necessary to conduct an investigation and to take any corrective action deemed appropriate by BGU. All those involved in the process (complainant, respondent, Investigators, Title IX Coordinator and others) are required to keep all information confidential as stated above, except as may be required by applicable law or court order. Mental health professionals are generally required by law to protect confidential communications, unless he or she perceives an immediate or serious threat to a person or if there is an allegation of abuse to a person under 18.

Under the Clery Act, BGU is obligated to annually report sexual misconduct and issue a timely warning if there exists an ongoing threat to the community. Any publicly available notice or recordkeeping will keep the victim's name confidential and any identifying information will be protected to the extent reasonably possible to take appropriate preventative measures.

In addition to and separate from addressing sexual misconduct concerns within the institution, complainants may notify or decline to notify local law enforcement. BGU will give assistance to any complainant who requests help notifying law enforcement. A report to police is not necessary for BGU to proceed with interim measures, informal procedures, or formal procedures.

Interim Measures

Interim protective measures, including changes to academic, employment, communication, access, scheduling, or other university-related arrangements, will be considered immediately, regardless of whether the complainant chooses to report the crime to local law enforcement. BGU will provide a written explanation of the complainant's rights and options, as well as a copy of this policy. BGU will make information available to complainants on the right to seek orders for protection, no contact orders, or restraining orders.

Bethany Global University will maintain as confidential any accommodations provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures.

Bethany Global University will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims through the university, in their local community, or through other appropriate resources.

Informal Complaint Procedure

In the Informal Complaint Procedure, a complainant may discuss a sexual misconduct concern with the Title IX Coordinator without putting the complaint in writing. A complainant may, however, elect to discontinue the informal complaint procedure and commence a formal complaint at any time. The informal complaint procedure will not be employed in cases of sexual assault.

The role of the Title IX Coordinator and/or the Investigators is to assist in resolving the complaint by direct involvement or by assisting the complainant in resolving the complaint. The steps are:

1. The complainant should contact the Title IX Coordinator, Melody Espinoza, melody.espinoza@bethanygu.edu. If the complainant informs any other community member of a

sexual misconduct concern, other than the Title IX Coordinator, that community member shall promptly inform the Title IX Coordinator of the concern.

2. In order to promptly respond, the Title IX Coordinator, or a designated Investigator, should ensure the following procedure is completed within thirty (30) calendar days of the date the complaint is received: (a) Either the Title IX Coordinator and/or Investigator, along with one additional person assigned by the Title IX Coordinator, shall meet with or otherwise communicate with the complainant to understand the nature of the concern and obtain a complete description of the alleged misconduct; (b) Provide a copy of and review this policy and its procedures with the complainant; (c) Offer appropriate assistance to the complainant; (d) If deemed appropriate, meet with or otherwise communicate with the respondent.
3. If feasible and appropriate, informal resolutions may be attempted to resolve the complaint. These resolutions include, but are not limited to, the following: (a) The respondent being directed, in writing, to cease the behavior; (b) Third-party assistance to the complainant and/or the respondent to resolve past differences, and/or to establish guidelines for future interactions; (c) Changing academic, work, communication, access, scheduling, or other university-related arrangements of the complainant and/or respondent.
4. If the parties agree, the resolution will be implemented and the informal process will be concluded. If the parties do not agree upon a resolution, or at any time during the informal process, the complainant may initiate a formal complaint.
5. Whether or not the complainant files a formal complaint and/or the parties reach a resolution, BGU may at its sole discretion initiate a formal investigation and take appropriate actions to attempt to fully resolve any harm that occurred and prevent any further harm.

The Title IX Coordinator and/or Investigator shall keep a written record of the investigation and resolution. A letter summarizing the informal investigation and the resolution agreed upon shall be sent to the complainant, the respondent, and senior administrator responsible for the involved student, faculty or staff member (as applicable), and kept as part of the record. A full copy of the record shall be promptly provided to the Title IX Coordinator.

Formal Complaint Procedures

When informal complaint procedures are not possible or appropriate or fail to satisfactorily resolve the concern of sexual misconduct, the complainant may file a formal written complaint with the Title IX Coordinator.

1. The complaint should describe in detail the alleged sexual misconduct and the action the complainant requests to resolve the matter. All written complaints must be signed and dated by the complainant and, where known, should contain the name(s) of the individual(s) involved, the date(s) of the event(s) at issue, a detailed description of the actions constituting the alleged unlawful discrimination or sexual misconduct, and any other relevant information. If possible, names, addresses and phone numbers of witnesses or potential witnesses should also be included.
2. Within five (5) working days after receipt of the signed complaint, the Title IX Coordinator, or a designated Investigator will review the complaint to determine if the complaint sufficiently describes the alleged sexual misconduct. (a) If the complaint does not sufficiently describe a concern within the definition of sexual misconduct under this policy, the complaint will be returned and other assistance may be recommended. (b) If the complaint does not sufficiently describe the factual details of the concern so that a determination of sexual misconduct can be made, the complaint will be returned and the complainant may submit an amended complaint providing enough factual details to allow a determination to investigate.

3. Within ten (10) working days of receiving a complaint or amended complaint, either the Title IX Coordinator or Investigator, will notify the respondent that a formal complaint has been received and an investigation has begun. The Title IX Coordinator or an Investigator will also give the respondent a copy of this policy.

Title IX Investigators include:

Alison Goldhor

alison.goldhor@bethanyintl.org

(612)-554-4540

Jerry Schwenke

jerry.schwenke@bethanyintl.org

(952)-698-7304

Investigators will receive investigator training annually. The designated Investigator will be one determined not to have a conflict of interest or bias for or against the complainant or the respondent.

4. Within the next ten (10) working days the Investigator and one additional person assigned by the Title Coordinator will meet with the complainant to review the nature of the complaint and identify the scope and nature of the investigation. The Investigators will also meet with the respondent to present a copy of the complaint and this policy, to receive the respondent's response to the complaint and to review with the respondent the scope and nature of the investigation.
5. Both the complainant and the respondent may request that an advisor be present with them during any of the meetings with an Investigator. The advisor may be an attorney only if the investigation is of an alleged sexual assault or VAWA crime.
6. The Investigators shall thoroughly investigate the complaint. Prior to completing the investigation, the Investigators shall meet again with the complainant and the respondent separately to give an overview of the steps taken during the investigation, to ask the complainant and the respondent for the names of any others the Investigators should speak with, and to request any additional information.
7. After completion of the investigation, the Investigators shall meet with the Title IX Coordinator and the Adjudicator to review the Investigators' report and reach conclusion based on a preponderance of evidence (i.e., more likely than not standard) regarding the allegations and appropriate corrective action(s), if any.

The BGU Title XI Adjudicator:

Dr. Darin Kindle, Senior Vice President

darin.kindle@bethanygu.edu

(952)-829-4680

8. It is the goal of these procedures that, to the extent possible, the above steps be completed within sixty (60) calendar days of receiving the formal complaint. The Title IX Coordinator shall forward to the complainant and respondent all of the following: (a) a summary of the investigative report including the conclusion reached as to whether sexual misconduct did or did not occur with respect to each allegation in the complaint; (b) a description of actions to be taken, if any, to resolve any sexual misconduct that occurred, and to prevent similar issues from occurring in the future; (c) a description of the complainant's and respondent's right to appeal either the finding or the appropriateness of the corrective action(s)

Sanctions

Depending on circumstances and the severity of the conduct, corrective action may range from a written warning to dismissal from BGU. Sanctions may be imposed on an individual who knowingly provided false information or initiated in bad faith a claim of sexual misconduct.

No Retaliation

Federal and state law, as well as BGU policy, prohibits retaliation, threats of retaliation, suspension, or discharge against persons for raising good faith concerns regarding sexual misconduct. Any retaliatory conduct is subject to disciplinary actions.

Violence

Acts or threats of violence may be grounds for expulsion. BGU will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code found here <https://www.law.cornell.edu/uscode/text/18/16>), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by BGU against a student who is the alleged perpetrator of such a crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of the victim shall be treated as the alleged victim for purposes of this policy.

Addictive Destructive Behaviors

Students are required to abstain from possession, use, or sale of:

- Alcohol, drugs, or hallucinogenic substances
- Tobacco (in any form)
- Prescription drugs (misused/drugs that are not your prescription)
- Pornography (Viewing pornography of any kind or reading sexually explicit literature is prohibited.)
- Gambling
- Profanity (Cursing, profanity, and coarse language are not allowed. "Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen." Ephesians 4:29)

Students who struggle with any of the above behaviors are urged to seek help from university leadership in order to find freedom.

Drug and Alcohol Abuse

BGU is committed to abiding by and enforcing state and federal underage drinking laws, as well as state and federal drug laws regarding the possession, use, and sale of alcoholic beverages and illegal drugs. Legal sanctions under local, state, and federal law for the unlawful possession or distribution of illicit drugs and alcohol include imprisonment, fines, and assigned community service. Courts do not lift prison sentences in order to allow convicted persons to attend colleges or continue their jobs. Felony and certain other convictions can prevent you from entering many fields of employment or professions and may have to be listed on applications for employment or admission to graduate or professional schools.

The use of illegal drugs and alcohol abuse by students and employees could result in cognitive deficits, loss of productivity, and other health risks. These risks include an increased risk of accidents, which may result in death or permanent injury.

In compliance with Section 120 of the Higher Education Act (HEA), BGU will impose sanctions on students consistent with local, state, and federal law, up to and including expulsion from the university and referral for prosecution for violations of the standards of conduct listed here.

Confidentiality

When a student confides in or confesses wrongdoing to BGU leadership, this information is kept in confidence, and shared only with authorized university leadership on an as-needed basis with the goal of restoration.

The student may be encouraged by the staff member to confess to someone else in leadership. However, students should understand that certain situations require that confidential information may be released to other university staff, and public authorities. These situations include:

- Perceived imminent risk of the student doing serious harm to themselves or others.
- Any reported physical or sexual abuse against children under the age of 18 or dependent adults over the age of 18. (This will be reported to the appropriate authorities in accordance with applicable local, state, and federal law.)
- Title IX Mandatory Reporting may be applicable.

Student records are confidential and cannot be disclosed beyond authorized university staff without the written consent of the student. Students may not see reference forms without the written consent of the one who wrote the reference.

Restoration

“Those who conceal their sins do not prosper, but those who confess and renounce them find mercy.”
Proverbs 28:13

University leadership desires the healing and restoration of those who have done wrong so that they may walk in wholeness once again. It is not our desire that anyone should be expelled from the university due to wrongdoing related to this Student Handbook.

Students enrolled at BGU agree to uphold the standards and guidelines found in this Student Handbook. When students recognize that they have not followed these guidelines, they are encouraged to bring the matter to an appropriate university leader promptly rather than wait for others to raise the concern.

Confession is where healing begins. “Confess your sins to each other and pray for each other, so that you may be healed.” James 5:16

The path to restoration is to:

- Confess and repent before God.
- Meet with an appropriate university leader, mentor, advisor, or other designated support person to receive guidance on next steps, which may include restitution, accountability measures, escalation to additional leadership, or other appropriate consequences.
- The restoration of trust is the responsibility of the student; however, university leadership is available and willing to help guide that process. If a student is unwilling to pursue restoration or address broken trust, university leadership may place the student on a restorative or disciplinary process, which may include restrictions on participation in certain university activities or other

appropriate action. For the sake of clarity and restoration, documentation of a student's wrongdoing may be kept.

Escalating Concerns to University Leadership

If students become aware that another student may not be upholding the guidelines in this Student Handbook, they are encouraged, when appropriate and safe, to address the concern in a loving, biblical manner or to seek guidance from an appropriate university leader.

"If a brother or sister sins, go and point out the fault, just between the two of you. If they listen to you, you have won them over. But if they will not listen, take one or two others along, so that 'every matter may be established by the testimony of two or three witnesses.'" Matthew 18:15-16

If the concern continues or the student does not respond appropriately, the reporting student should encourage that individual to speak with an appropriate university leader, mentor, advisor, or staff member promptly. The reporting student may also share the concern with university leadership for guidance and support. If there is concern about immediate danger of physical harm to the student or others, university leadership or emergency services should be contacted immediately, as appropriate.

Grievance Policy

I. Definitions

A grievance arises when a student believes, based on established administrative policies and procedures, that he or she has been treated in an arbitrary or capricious manner by a university department or a representative of the university.

II. Grievances covered by this policy

A grievance against a university official arises when a student believes he or she has been subjected to inappropriate behavior by a department or university representative (faculty or staff) acting within their role and duty.

A grievance of personal misconduct by a faculty member or other university employee arises when a student believes he or she is the subject of inappropriate behavior outside of the employee's role and duties within the university.

III. Grievances not covered by this policy

- Grade disputes, academic evaluation disputes, and other matters related to a faculty member's assigned duties. The grievance process for these disputes is found in the Academic Policies section.
- Issues of sexual harassment or discrimination. These issues should be referred to Melody Espinoza, the Title IX coordinator, (melody.espinoza@bethanygu.edu). See the Title IX section in the handbook for the policy on Sexual Misconduct.

IV. Informal grievance resolution

Prior to bringing a grievance forward against a university official or representative acting within their role or duty, students are encouraged to attempt a good-faith resolution of the grievance in the spirit of Matthew 18. The student should limit discussion of the grievance with others to seeking advice without giving details or names before going to the person involved to discuss the issue at hand and attempt a resolution.

This attempt may be made with the party directly involved with the disputed matter, or if more appropriate, with the head of the department in which the grievance arises. Contact them by email or by arranging a meeting. Please note that there are cases when it is appropriate to go directly to the formal grievance resolution process.

Attempts at informal resolution should be initiated within 15 days of the incident in dispute.

If the issue is not resolved at that level, the student should discuss the issue with the staff involved and their immediate supervisor. If that does not produce a resolution, the senior supervisor will then meet with the student to continue the dialogue. (See Matthew 5:23-24, 18:15-17.)

V. Formal grievance resolution

Should a situation arise in which a student is unable to resolve his or her grievance informally, the university's formal grievance process may be employed. This process, outlined below, should also be initiated within 15 days of the failed informal resolution if applicable.

Step 1

A formal grievance is presented in writing to the Senior Vice President of BGU (Dr. Darin Kindle) using the Student Grievance Form, which is available electronically through the university.

Step 2

Upon receipt of the formal grievance, a designee is appointed by the Office of the Senior Vice President of BGU to investigate the dispute.

If the grievance involves a university official or representative acting within their role or duty, the investigator determines the involvement of pertinent supervisors, department heads, and deans in the investigation. Depending upon the grievance, pertinent data (interviews, etc.) will be gathered by the investigator or the university office involved in the grievance. This data is then presented to the department for resolution.

If the grievance is based on personal misconduct by a faculty member or other university employee, the investigator gathers pertinent information and presents it to either the Senior Vice President of BGU (faculty complaint) or the Human Resource Manager (staff complaint). The Office of the Senior Vice President of BGU assists the appropriate office with resolution and the resolution process.

VI. Elevated grievance

Step 1

If the complainant and the respondent do not agree through the formal grievance resolution, an elevated grievance becomes necessary. The grievance will be elevated to the President and CEO of Bethany Global, Dr. David Hasz, who will review all data that has been gathered and propose a solution based on the information received.

Step 2

If the student's grievance is not satisfied at the president's level, the president will then arrange for the student to make an appropriate contact with Bethany's University Board of Directors. The Board has the final say in the decision.

Students who follow this process will not incur reprisals for disagreement with university faculty and staff. Over the years the overwhelming majority of BGU issues have been solved through conversations with staff. Seldom has the Board of Directors become involved, but the Board is available and willing to do so as needed.

Anonymous Grievance

Though a personal grievance submission is far more beneficial to ensuring a satisfactory solution, we understand that some students may wish to voice their concerns anonymously. Students may voice concerns anonymously via the following avenue:

Growth Operators Human Resources Contact: Megan Hobbs, megan.hobbs@growthoperators.com

Student Proposal Process

Students that wish to submit a proposal request (either for a programmatic change or an individual request) can do so by completing the following steps:

- The proposal request form is available as an electronically fillable form in the shared Files of Populi.
- Submit the completed form to the university for processing. An official written response to the originator of each proposal will be given within approximately 2-4 weeks of it being submitted.

BGU Program Policies

Academics

As you set this time of your life aside to gain deeper knowledge and understanding, we encourage you to do it whole-heartedly and with a commitment to excellence in all you do. The following guidelines pertain specifically to issues which will help you and others maintain a strong focus.

Class Registration & Information

BGU practices batch registration. Students are automatically registered for all classes relevant to their major/minor. When optional classes occur the Registrar's Office will contact the student body about their selections. Add/Drop forms are also available when needed.

Course codes, names, instructors, descriptions, meeting details, syllabi, and textbook listings can all be found in Canvas and Populi, as applicable.

Canvas

Canvas is BGU's primary learning management system for coursework. Students are expected to check Canvas regularly, as it is the main platform used for course participation and academic communication.

Through Canvas, students may access course syllabi, assignments, readings, announcements, grades, feedback, quizzes, discussions, and other course materials as provided by the instructor. Unless otherwise directed by the instructor, academic work should be completed and submitted through Canvas.

Students are responsible for reviewing each course syllabus carefully, following assignment instructions, monitoring due dates, and staying current with course expectations and announcements posted in Canvas.

Attendance

Because BGU courses are offered online, attendance is measured through participation and engagement as defined by each instructor. Students are expected to attend and participate in all required course activities, including live sessions, discussions, assignments, and other learning activities as outlined in the course syllabus.

Each instructor is responsible for establishing attendance, participation, and engagement expectations for their course and communicating those expectations in the syllabus. Students are responsible for reviewing the syllabus carefully and meeting all attendance and participation requirements for each class.

If a student is unable to participate in a required course activity, the student is responsible for communicating with the instructor as soon as possible regarding missed content, assignments, or other course requirements. If a student anticipates an extended absence or a significant interruption to course participation, the student should also contact the registrar to discuss available options.

Because course formats may vary, including asynchronous, synchronous, or blended online delivery, policies related to live-session attendance, participation deadlines, late arrival, early departure, and the effect of non-participation on the final grade are determined by the instructor and stated in the syllabus.

Failure to meet course attendance or participation requirements may affect a student's grade, standing in the course, or ability to successfully complete the class, as described by the instructor in the syllabus.

Faculty may make reasonable determinations regarding attendance and participation based on a student's level of engagement in the course and will communicate attendance-related expectations and consequences through the syllabus and course communications.

Coursework

- Assignments must be submitted on time. Failure to do so results in a 5% grade reduction per calendar day for that assignment. The course closes at 11:59PM on the Sunday at the end of the semester. After the course closes, late assignments will be reduced 10% per day. Assignments will not be graded once late penalty exceeds 50% of the assignment grade.
- All assignments must be uploaded to Canvas in .doc or .docx format.
- All questions regarding grades must be addressed directly to the instructor.
- All papers must be typed and adhere to MLA formatting.
- Tests may be administered online through Canvas.
- Any student who cheats or plagiarizes on a test, quiz, homework assignment, or paper will receive an automatic zero for that component, and may face additional disciplinary action up to and including expulsion.
- An assignment will only be counted as having been "turned in" if it is 50% of at least the basic assignment (e.g. If the assignment is to write a 4-page paper, the minimum a student must hand in to the instructor for any credit is a 2-page paper). Anything less will result in a zero.
- The lowest grade any assignment should receive is 50% (except in cases of non-submission, failing to meet the length requirement, plagiarism, and excessively late work).
- Any submitted written assignment without a Works Cited page will receive a "0" (unless the instructor communicates otherwise).

Academic Honesty

Students are expected to maintain a high standard of academic responsibility and integrity. Academic dishonesty in any form will not be tolerated and will result in a grade of zero for the particular test, paper or activity. Academic dishonesty may result in additional disciplinary action.

Dishonesty includes plagiarism, cheating, copying homework, or taking credit for group activities without active participation. Plagiarism is the taking of ideas, language or words from another source and passing them off as one's own. It includes copying text from another source and failing to note it as a quote or give appropriate citation.

While BGU recommends the use of valuable quotes that add to the content of a paper, completed homework assignments are to contain no more than 20% direct quotes, including scriptural references. Written assignments that use more than 20% direct quotes will be given a grade of "0".

Students are expected to participate in all required course sessions and learning activities. Participation may include attending live sessions when required, engaging in course discussions, completing assigned learning activities, communicating appropriately with instructors and classmates, and submitting assignments on time.

Grading & Transcripts

BGU has adopted a standard grading scale. This scale is available for students to reference in their course syllabi, or in Canvas.

Students are expected to take responsibility for their success in achieving the certificate or degree path they have chosen. They should monitor their grades, course progress, and degree completion information in Canvas and Populi, as applicable. The university does not notify students of failed courses or missed requirements.

Students may print their own report cards and unofficial transcripts through Populi. Official transcripts may be requested from the registrar through the online bookstore in Populi.

Transfer Credits

Students wishing to transfer credits into Bethany must provide an official transcript from the school they previously attended.

Transfer credits are assessed on a case-by-case basis by the BGU registrar.

Transferability is based on the following criteria:

- Course content must fit within the scope of the Bethany curriculum.
- University level or PSEO credits are only considered with an official university transcript.
- A grade of C (2.0 on a 4.0 scale) must be achieved.
- AP Exam scores of 3 or higher are considered.
- CLEP Exam scores of 50 or higher are considered.
- DSST Exam scores of 400 or higher are considered.

Students receive a written response from the registrar's office detailing which credits are accepted, up to 20% of the total number of credits for the student's program.

All accepted credit transfers remain pending until the student has successfully completed 15 credits with Bethany.

Since BGU employs banded tuition, credit transfers do not result in a reduction of tuition.

Failed Courses

If a student fails a required or optional course for any reason, alternative options exist for making up the course. Students should contact the registrar for more details.

Please note: standard tuition does not cover the cost of re-taking a failed course. Course retakes must be paid for according to respected student rates.

Academic Appeal

If students feel that they have been incorrectly graded, they may submit an Academic Appeal form to the registrar within two weeks of the course being finalized in Canvas.

Grade Improvement Proposal

Students who are dissatisfied with their final grade may submit a Grade Improvement Proposal (GIP) form for any grade that is lower than a C for the course. There will be a \$20.00 administration fee for all approved Grade Improvement Proposals.

The Grade Improvement Proposal form must be submitted to the registrar's office within two weeks of the grades being finalized in Canvas. The Academic Advisor will consult with the faculty to create alternative or makeup assignments. Makeup assignments are graded at 80% of their original value and the final course grade cannot be higher than a C.

An approved GIP may include submission for a lower grade of any outstanding assignments or assignments that were not graded due to being late, however, the student must ALSO do an additional new assignment at the discretion of the faculty.

Students will not be eligible for a GIP if they fail to complete more than 50% of the work in a course. Also, students who fail a course for failure to meet attendance or participation requirements will not be eligible for a GIP. In both of these instances, students will need to retake required courses.

The Academic Advisor will have full discretion as to the due dates for all makeup work so that work can be completed quickly, without sacrificing the student's performance in current courses. When necessary, the Academic Advisor may approve makeup work to be done at a later date, but prior to the commencement of the next semester or graduation.

Academic Warning & Probation

There are a variety of reasons why a student may be placed on academic warning or probation. These might include, but are not limited to, the following:

- Failure to meet the academic requirements for initial admission
- Failure of two or more courses within one semester (course failure is recognized before a Grade Improvement Proposal is submitted)

- Failure to maintain a GPA of 2.0 or higher
- Cheating
- Plagiarism

Students are notified in writing if they are placed on academic probation. They will then meet with the Academic Advisor to design an individualized growth plan, with the intent to help them succeed in their studies.

Successive semesters on Academic Probation may be grounds for expulsion from the University. In such circumstances, a student may be eligible to re-enroll at a future date and should contact the admissions department.

Classroom Etiquette

- Students are expected to communicate and participate in a respectful, professional, and Christ-honoring manner in all course-related interactions, including live sessions, discussion boards, messages, and group work.
- Students are expected to come prepared for class, remain engaged in required course activities, and follow instructor expectations for participation, attendance, and online conduct as outlined in the syllabus and course communications.
- During live online sessions, students should minimize distractions, use technology appropriately, and keep phones, messaging, and unrelated browsing from interfering with participation. Microphones should be muted when not speaking unless the instructor directs otherwise.
- Students should use video, chat, screen names, shared content, and other online tools in ways that support a respectful learning environment and comply with any course-specific expectations established by the instructor.

Exiting Students

Students who are exiting BGU due to completion of program, withdrawal, or expulsion from the school must complete all exit paperwork and procedures. Failure to do so results in a fine.

Leave of Absence

Withdrawing students are encouraged to consider a leave of absence as a better option than simply leaving school. An approved leave of absence allows the student to retain student status and re-enter the university up until the entrance date which most closely corresponds to one year from their exit without re-applying. The degree completion fee is also waived. Student elected Leave of Absences may not exceed one year.

The following constitute approval for a leave of absence:

- Financial hardship
- Family or personal medical issues
- Marriage
- Mandatory Global Internship deferral by the GI Department
- Expecting a baby/adoption
- Other circumstances may also constitute an approved leave and are considered on a case-by-case basis.

Along with the normal exit paperwork and procedures, students taking a leave of absence must complete a Leave of Absence form, detailing the circumstances of the leave and stipulations for return. It is

suggested that students take care of this at least two weeks prior to the planned leave, if possible. The Leave of Absence form is available in the shared files of Populi and should be submitted to the university on completion.

Upon receipt of the form, the registrar consults with appropriate BGU staff to ensure that the leave is approved and stipulations for return are clear. The registrar will send a copy of the approved Leave of Absence form back to the student for his or her records. Students on a Leave of Absence are still considered as enrolled.

Re-enrollment

Students seeking to re-enroll at BGU should begin the formal re-enrollment process with Admissions well in advance of their anticipated return. Students re-entering for coursework or regular enrollment should begin the process at least 6 months prior to their intended re-entry date. Because Global Internship timing is more flexible and may require additional preparation, students intending to re-enter for Global Internship should begin the process approximately 9-12 months prior to their anticipated internship start and communicate early with the appropriate university offices regarding preparation and timing.

Students should contact admissions@bethanygu.edu to request re-enrollment materials and to provide the university with updated contact information.

No other application documents are required, except upon request.

It is important for withdrawn or expelled students, who have not received a credential from BGU, to understand that in addition to the re-enrollment materials, they are required to pay a degree completion fee. Leave of absence students are exempt from this fee if they re-enroll within the parameters of their approved leave.

Disclaimers

- It should be noted that students who leave the university for any reason are not guaranteed re-admittance. The university reserves the right to reject requests for re-admittance if the student does not meet current acceptance requirements.
- Students with outstanding bills are not admitted until all outstanding bills are paid in full.
- Re-enrolling students may apply for scholarships if available.
- Re-enrolling students are subject to the current fee structure for students enrolled in that semester.

Student Support and Formation

BGU is committed to supporting students in their academic progress, personal growth, and spiritual formation throughout their enrollment. Because BGU serves students in an online environment, support may be provided through faculty, staff, advisors, and other designated university personnel using university-approved communication methods and systems.

Students are encouraged to make use of available academic and university support resources, including communication with instructors, the registrar, admissions, student services, academic advising, and other offices as appropriate to their needs.

BGU also values the spiritual growth and Christ-centered formation of its students. Students are encouraged to remain engaged in spiritual disciplines, healthy accountability, and the life of a local church and to seek support from trusted spiritual leaders, pastors, mentors, or other appropriate sources of care and encouragement.

Church Involvement

BGU highly values each student's active involvement in a local church body. We recognize that meaningful participation in a local church gives students a broader perspective of what God is doing in the Church at large, allows inter-generational relationships to develop, provides opportunities to serve, and strengthens students for faithful ministry. The role of the Church as the "sender" of missionaries is valued. The university serves the Church by training its people for ministry. Therefore, students are encouraged to maintain a strong relationship with and active participation in their local or home church whenever reasonably possible, including during seasons of online study, local ministry, and Global Internship.

Prayer

BGU values prayer as an essential part of the Christian life and of the university's mission to equip and send intercultural disciple-makers. We believe prayer draws us into deeper communion with God, forms Christlike character, and aligns our hearts with His purposes in the nations.

Students are encouraged to cultivate a regular life of personal prayer and to seek opportunities to pray with fellow students, faculty, staff, local churches, and other believers as appropriate. Prayer may take place in a variety of settings, including personal devotional time, class gatherings, student groups, local church communities, ministry contexts, and other university-related interactions.

BGU encourages students to grow in prayer through worship, thanksgiving, intercession, confession, listening to God through Scripture, and praying with and for others. As an online university, BGU recognizes that prayer may be expressed individually and in community across many contexts and locations, and we encourage students to participate in ways that foster unity, spiritual maturity, and Christ-centered encouragement.

Chapels

In addition to continued spiritual growth, the focus of chapels is to bring together students, staff, and faculty of Bethany Global University around a shared mission and Christ-centered formation. Chapel topics remain flexible and are intended to respond to the current spiritual needs of the Bethany community while encouraging students in both their online learning environment and their in-person ministry contexts.

- Chapels are offered virtually on a quarterly basis.
- Participation in chapels is encouraged.
- Information about upcoming chapel dates, access details, and any related communications will be shared through university communication channels.

Spiritual Disciplines

As a university centered on the Word of God, BGU strives to keep the spiritual disciplines reflected in the Bible at the core of its training to take the Kingdom to where it is not. Students enrolled at BGU are

challenged to go deeper in their walk with the Lord and cultivate a life of wholehearted communion with Him. BGU desires to see disciples raised up who not only have the practical skills necessary for effective, sustained Kingdom work, but also minister from the overflow of their love for God.

The university recognizes that practicing spiritual disciplines is new for some students. BGU seeks to encourage students in cultivating these habits through teaching, encouragement, and opportunities for spiritual growth within the life of the university.

Quiet Times

BGU encourages students to spend regular time with the Lord each day through prayer, Scripture, reflection, and other personal spiritual practices. Because BGU serves students in an online environment, the university does not designate a specific daily time for quiet time; instead, students are encouraged to build this discipline into their daily lives in ways that foster consistency, attentiveness to God, and spiritual growth.

Fasting

The discipline of fasting challenges us to become voluntarily weak so that God can fill us with His strength and draw us to the place of encounter with Him. As a university, we desire to grow in humility before the Lord, submit the desires of the flesh, and incorporate this practice into the Christian walk. Students are encouraged to incorporate fasting regularly into their lives as the Lord leads and as appropriate to their health, responsibilities, and spiritual growth.

Worship

BGU encourages students to cultivate a life of worship that honors God in both personal and shared settings. Opportunities for worship may take place through personal devotion, class or meeting settings, virtual chapels, local church involvement, and other appropriate contexts that help students grow in love for the Lord and attentiveness to His presence.

Scheduling & Calendar

Weekly Schedule

Weekly schedules detailing classes, chapels, and special events can be found in Populi and Canvas.

Vacation & Holidays

Designated student vacations consist of:

- Labor Day
- Thanksgiving (3 days)
- Christmas (3 weeks)
- Martin Luther King Jr. Day
- Spring Break (1 week)
- Good Friday
- Memorial Day
- Mid-summer Break

- Independence Day

Students should refer to the academic calendar in Populi and Canvas for information about scheduled breaks, holidays, and other key dates during the academic year.

Travel

Because BGU serves students in an online environment, students are responsible for planning personal travel in ways that allow them to meet course requirements, attendance expectations, and assignment deadlines. If travel is expected to affect participation in required course activities, students should communicate with their instructor(s) as soon as possible.

Time Off

BGU students remain responsible for managing their time well and for meeting all course expectations, deadlines, and other applicable university requirements while enrolled.

Questions related to absences, participation, or missed coursework should be addressed according to the instructor's syllabus and the Academic Policies section of this handbook.

Special Events

BGU may from time to time offer university events, gatherings, or community opportunities. Students should monitor Populi, Canvas, and official university communications for information about upcoming events, important dates, and participation opportunities.

Communications

Internet

Because BGU serves students in an online environment, reliable internet access and appropriate technology are essential for participating in coursework, communicating with instructors and staff, accessing university systems, and completing academic responsibilities successfully.

Use of Internet and Technology

Internet and technology should be used in ways that support learning, communication, integrity, and the educational purposes of BGU.

Students are expected to use internet and technology wisely, responsibly, and in ways that contribute to their academic progress and Christ-honoring conduct.

- Use internet and technology in ways that support coursework, communication, and active participation in university life.
- Practice good judgment in the use of social media, messaging, streaming, gaming, and other online activity so that these do not interfere with academic responsibilities, spiritual growth, or healthy relationships.
- Communicate respectfully and appropriately in all digital interactions connected to courses, university systems, and the BGU community.
- Use technology with honesty and integrity, including respecting copyright, academic honesty expectations, and the work of others.

- Avoid online content, behavior, or patterns of technology use that are harmful, distracting, inappropriate, or inconsistent with BGU's mission, standards, and community values.

Students should plan ahead to ensure they have consistent access to the internet and technology needed for their courses and should seek help promptly if technical issues begin to affect their academic work.

Message Alert System

The university may use text message alerts, email, Populi, Canvas, and other official communication channels for emergencies, important announcements, schedule changes, and time-sensitive updates. Students are strongly encouraged to keep their contact information current and to opt in to available notification systems, including by verifying their phone number in their Populi account.

Student Services

Populi

BGU uses Populi as its student information system. Each student has an individual Populi profile, which is created during the admissions process and used throughout the student's enrollment.

Populi provides access to:

- University calendar information
- Course and grading information
- Tools for personal planning and organization
- Access to shared files and forms
- Contact information for students and staff
- Personal bulletin boards
- An online bookstore
- Digital library resources and other student support materials

Financial Services

Student profiles include a Financial tab where students can view their account history, charges, payments, financial aid awards, and balance due. Students may also make online payments, print statements, or send statements to parents or other supporters through Populi.

For questions regarding invoices or charges, students should contact Student Billing by emailing studentbilling@bethanygu.edu.

Financial aid support is provided through the Enrollment Department. Students and parents with questions about federal financial aid may contact the financial aid coordinator at financialaid@bethanygu.edu during regular business hours.

Email

When a student enrolls at BGU, the student is assigned a bethanygu.edu email address. Students are expected to check their university email regularly, as it is an official channel for university communication. Students may choose to forward messages to a personal email account if desired.

Bethany Global University

Student Handbook and Policy Agreement

In signing this statement, I, _____ (student), accept responsibility for reading and abiding by all the stated policies, standards, and procedures defined or referenced in this handbook.

The information in this handbook is subject to change. I understand that changes in policies may supersede, modify, or render obsolete the information summarized in this handbook. As Bethany Global University provides updated policy information, I accept responsibility for reading and abiding by those changes.

I am signing this agreement with the understanding that it is applicable during the entire duration of my enrollment as a BGU student.

Student Signature

____/____/____

Date

First Name (printed): _____ Last Name (printed): _____

This Handbook and Policy Agreement must be signed and returned by the deadline communicated by the university. The student may not begin attending classes until this form has been signed and submitted.