

# Some Explanations and Comments for Off-Campus Degree Program Students in Residency at Andrews University

## Welcome to Andrews University!

Here is some basic information about campus life at Andrews University which we hope will be helpful and make it easy for you to adjust to an American university campus, especially if this is your first trip to the U.S. If you have any questions, please feel free to ask at the School of Business Dean's Office.

## Andrews University ID Card

You will need an Andrews University ID card in order to charge your meals, to check materials out of the library, and to use some recreation facilities. If you forgot to bring your card or if you never received one, you will be able to get one from the Administration Building during office hours in Registrar's Office (second floor).

If you already have an Andrews University ID card, it probably has been activated. But, if it has not been recently activated, you will need to do this at the Registrar's Office (for library use) and at the Food Service Department on the second floor of the Student Center (cafeteria use).

Note: Your ID card has not been approved for use to charge your account for books or supplies at the Bookstore.

## Dormitory Info

### Room

You will be staying in a student residence hall (dormitory / hostel) -- either Lamson, Meier, or Burman Hall. Ordinarily you will be sharing a room with another student in the off-campus extension program. Each two rooms share toilet and bath facilities. If you have requested a single room, you will need to pay the difference between double and single occupancy. If family members accompany you, you will also need to pay for their lodging costs. The Director of Off-Campus Programs will send you an bill / invoice several weeks after you return and you may remit the charges either through your site agent or directly to the School of Business.

### Key Deposit

When you check into the student dormitory where you will be staying, you may need to give a US\$10 key deposit. This deposit is refunded when you check out and return the key.

### Laundry

There is a laundry room located in each section or wing of the dormitory. This room will have coin-operated washers and

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dryers. An iron and ironing board is also available in the laundry room. The laundry room is closed from sundown Friday to sundown Saturday.

A Laundromat with coin-operated washers and dryers is also located about one and a half miles away on Route 31 in Berrien Springs. It is open daily from 8:00 a.m. to 8:00 p.m.

## **Medical**

You are covered by a limited student accident and illness insurance policy while on-campus at Andrews. If you are ill or have an accident, you can see a doctor or nurse at the University Medical Center located in the professional building near Apple Valley Market. There is a co-pay for each visit. The phone number during day-time office hours is: 473-2222. If you need assistance in getting to the doctor's office, contact the Director of Off-Campus Programs who can drive you to and from the office.

## **Food Info**

### **Meals**

Meals are provided in the cafeteria (canteen) as part of your program (you will be given an allotment of \$14 a day). The cafeteria is located on the second floor of the Student Center. You will need to use your ID card to "pay" for your meals. Please remember that if you don't have your ID card with you, you will probably be required to pay cash for your meal. In addition, you will need to pay the meal costs for any family members who accompany you. Arrangements can be made for this to be handled on your ID card as well. Please note that the meal "funds" allocated to your ID card are not refundable as cash. This information is included for reference purposes only.

The meals served in the University Cafeteria are strictly vegetarian. However, there will be plenty of choices of vegetarian protein entrees, vegetables, salads, rice, fruit, desserts, bread, and drinks. You are also allowed to take food items out of the cafeteria. You may package your meals as take-away or take out snacks, drinks, etc for later use.

### **Cafeteria (Canteen) Meal Schedule**

Breakfast: Mon - Fri 7:00 - 8:00 a.m.

Saturday Closed Note: Since the cafeteria is closed on Saturday and Sunday, you may pick

Sunday Closed up breakfast foods (cereal, bread, fruit, milk, drink, etc) the day before and take them to your room.

Lunch: Mon - Fri 11:30 a.m. - 1:00 p.m.

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Saturday 12:30 p.m. - 1:30 p.m.

Sunday 12:00 noon - 1:00 p.m.

Supper: Sun - Fri 5:00 - 6:00 p.m.

Saturday: 5:30 - 6:00 p.m.

## **Kitchen Facilities in Dormitory**

There is a small kitchen located in the dormitory which you may use. The refrigerators in the kitchens are locked but if you wish to use them you may obtain a key from the Lamson Hall main desk (key deposit of \$10). Please remember that many Seventh-day Adventists follow a vegetarian lifestyle. Meat products are not allowed to be stored in the refrigerator. You are also requested to not cook pork or seafood in the kitchen.

## **Grocery Stores**

Apple Valley Market is located about half a mile from the campus. It is open from 7 a.m. to 11 p.m. Monday through Thursday, from 7 a.m. to 6 p.m. on Friday, and from 8:00 a.m. to 11 p.m. on Sunday.

Hardings is a grocery store located in Berrien Springs (about two miles from the campus). It is open from 7 a.m. to 11 p.m. Monday through Saturday and from 7 a.m. to 6 p.m. on Sunday.

There is an Asian Market on Ferry Street in Berrien Springs (about two miles from campus) which also has some food items.

## **Restaurants**

There are several restaurants located near the campus and in Berrien Springs. These are listed according to proximity to the campus. Note that Pizza Hut also delivers to the dormitory or other campus buildings.

Name Food Items Location

PrimeMart (BP Petrol) snacks, sandwiches, coffee, soft drinks about 1/4 mile west of the campus

Baguette de France sandwiches towards Berrien Springs, a mile east of campus

Subway sandwiches towards Berrien Springs, a mile east of campus

Pizza Hut pizza towards Berrien Springs, a mile east of campus

Dairy Queen / Taco Bell burgers, tacos, ice cream towards Berrien Springs, a mile east of campus

McDonalds burgers towards Berrien Springs, a mile east of campus

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Jaycey's US menu in Berrien Springs about 2 miles from campus

Roma Pizza pizza in Berrien Springs about 2 miles from campus

Beijin Palace US Chinese in Berrien Springs about 2 miles from campus

TJ's

US menu

in Berrien Springs about 2 miles from campus

Daybreak Cafe

US menu (breakfast and lunch)

in Berrien Springs about 2 miles from campus

## Communication Info

### Post Offices

There are two local post offices: the Andrews University campus post-office is located next to the bookstore (please note that it closes early on Friday afternoon and all day on Saturday). The Berrien Springs post-office is downtown in Berrien Springs.

### Phone and Fax

A telephone has been installed in each room. If you have a credit or calling card, you will be able to make long distance calls from your room. Phone calling cards are available for purchase at the University Bookstore. If you need to receive a fax, have it sent to the School of Business fax number -- (269) 471- 6158. If you need to send a fax, you will need to pay School of Business charges. Check with the secretary in the Dean's Office.

All Andrews University extension phones can be reached internally by dialing the last four digits. Andrews University extension phones may be called from off-campus by dialing the Michigan area code and prefix as follows: (269) 471

Family or friends who need to contact you may also call the main desk at Lamson Hall (staffed 24 hours) and be transferred to your room. The Lamson Hall number is (269) 471-3446.

## Miscellaneous Info

### Parking

If you have a vehicle, you will need to get a temporary parking sticker. Please ask the Administrative Assistant in the

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School of Business Dean's Office for this parking sticker. Please note that if you receive a fine from Campus Safety for improper parking, speeding, etc., you will be personally responsible for this.

## **Berrien Bus**

It is possible to arrange for local bus transportation to Benton Harbor, St. Joseph, or to Niles. You must make reservations 24 hours in advance. Pick up is at Lamson Hall or the Bookstore. Benton Harbor departures are at 8:30 a.m., 10 a.m. and 1 p.m. with returns at 10:45 a.m., 1:45 p.m., and 4:15 p.m. Call 471-1100 for reservations or further information. Note: If you schedule a trip be sure to be on time since they do not wait!

## **Animals.**

Because Andrews University is located in a rural environment, wild animals are often found on campus -- squirrels, rabbits, raccoons, opossums, an occasional deer, and skunks. If you see one of these animals, please don't try to pet it. It could bite.

In addition, please avoid the skunks, small black-and-white animals about the size of a cat. While not aggressive, they will spray a foul smelling liquid at you if provoked or threatened. While the odor won't kill you, it will make you feel quite ill and your friends will avoid you for several weeks.

## **Alcohol and Tobacco**

Please refrain from using any alcoholic beverages (beer, wine, etc) on campus or from smoking anywhere on campus. Andrews University is an alcohol, smoke-free campus. If you must smoke, please take a break off campus! And, if you drink, please don't drive!

## **Recreation**

Although most of you will be quite busy with studies during your time here at Andrews, please feel free to take advantage of the recreation facilities available on campus. As an Andrews University student you may use the gymnasium, including racquet ball court, basketball courts, swimming pool, etc. Call the gym (Extension 3255) for hours when facilities are open. Your Andrews ID card will allow you access to these facilities. In the swimming pool, women are requested to wear one-piece bathing suit (i.e. no two piece or bikini style swim suits) and men are requested to wear boxer style swim suits (i.e. no Speedos!)

## **Saturday Activities**

Saturday, commonly referred to as the "Sabbath," is a day of worship for Seventh-day Adventist students

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and faculty. For this reason, classes are not scheduled on Saturday. In fact, this is basically a free day for you although you may be invited out for a meal on this day.

Because of this Sabbath observance, you will find that many places on campus are closed. The laundry room in the dormitory, the library, laboratories, classrooms, and Apple Valley Market will all be closed. In addition, in the dormitory, the television located in Meier and Burman Hall lobbies is turned off from sundown on Friday evening to sundown on Saturday evening. Recreation such as soccer, tennis, basketball or other games are not played on campus courts or playfields. However, nearby restaurants such as McDonalds, Pizza Hut, Dairy Queen, and the Laundromat are open.

You are invited to attend the worship services in Pioneer Memorial Church on Saturday. There is a Sabbath School program at 10:00 a.m. and a church worship service at 8:30 and 11:20 a.m. There are a number of other worship services scheduled at other locations on campus and in nearby churches. You are welcome to attend any of these. If you wish more information about the "Sabbath" programs at Andrews University, please feel free to ask.

### **Sunday Church Services**

Although your schedule will be tight, please feel free to attend local Protestant and Catholic church services. Ask the Director of Off-Campus Programs for the name and location of the nearest church you are interested in attending.

### **Other Questions?**

If you have any questions while on campus, please feel free and chat with the Administrative Secretary in the School of Business Dean's Office (Room 202, Chan Shun Hall) or call Extension 3632.

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