secondary-school valedictorians and others with outstanding secondary-school achievement.

Andrews provides a carefully designed advising program to help students make sound career choices. Undecided students can fulfill General Education requirements and learn practical skills through a variety of courses while they explore career options.

Students also develop skills for post-graduation employment. They develop those skills through practice teaching, career practica, cooperative work-study programs with businesses and corporations, or clinical rotations in health-care settings.

Students wishing to increase their academic success will benefit from comprehensive assessment of academic learning styles and skills, courses in reading, writing, and math and tutoring services.

International Opportunities
Each year, students from 80–100 different countries enroll at Andrews University. More than 25% of the students come from other countries. This places the university among the top level of small American universities with high percentages of international students. One experiences the reality of a global village while attending college.

Students who wish to immerse themselves fully in American culture may enroll in the Action America program on the Andrews campus.

International education opportunities include study abroad (p. 18), study tours and short-term service learning opportunities abroad (pp. 18, 43).

CAMPUS RESOURCES

A Healthy U ahealthyu@andrews.edu 471-6086

A Healthy U is the Andrews University faculty/staff wellness program. The purpose of the program is to provide information, activities, educational events and resource materials designed to encourage healthful living among faculty and staff members.

Andrews Community Counseling Center
Bell Hall, Room 159 471-6238

The Andrews Community Counseling Center (ACCC) consists of five counseling rooms, a waiting room and reception area. The ACCC provides professional counseling and psychological services to children, adolescents, adults, couples and families in the University community and the residents of Michiana at no cost. The center was established as a training facility for master’s and doctoral level students working toward graduate degrees in counseling and counseling psychology at Andrews University. These graduate-student counselors are supervised by faculty who are professional counselors and/or licensed psychologists. Services are provided to individuals regardless of race, gender, age, religious affiliation or culture. To make an appointment to receive these services, call 269-471-6238.

Andrews University Airpark airinfo@andrews.edu 471-3120

Andrews University Airpark is licensed by the state of Michigan as a general utility airport (C-20). Services include flight instruction, maintenance instruction, aviation fuel (100LL), and a full-service aircraft repair center along with hanger and tie-down facilities. Andrews’ air traffic unicom frequency is 122.7.

Andrews University Bookstore
Campus Plaza 471-3287

The bookstore supplies all textbooks required for classes along with a wide selection of reading material in the general trade book section. School, office, art and drafting supplies are available as well as AU imprinted gifts and clothing. It also features a selection of greeting cards, balloons, gift items and snacks.

Andrews University Press aupress@andrews.edu 471-6134

Andrews University Press is the primary academic publishing house for the Seventh-day Adventist Church. It publishes academic books that make a scholarly and/or professional contribution to their respective fields and are in harmony with the mission of Andrews University. Publication emphases include archaeology, biblical studies, religion and theology, faith and learning, education and selected areas of science.

Architecture Resource Center
Architectural Building 471-2417

The Architecture Resource Center (ARC), a branch of the James White Library, provides the School of Architecture with a premier collection of resources for the study and research of architecture. The collection is of a broad scope with an academic focus in architecture and design. The ARC currently holds a collection of over 28,500 books and 106 periodical titles. The ARC stays current through its acquisitions by continually updating the collection with new titles in: books, monographs, periodicals, reference books, CDs and videos. It also supports other campus disciplines such as facility planning, educational and church architecture, environmental psychology, and behavioral science.

The ARC is the official repository of a special and growing collection of materials on environmental design research. This collection is made available as a result of our affiliation with the international group known as the Environmental Design Research Association (EDRA). The purpose of this collection is to advance the art and science of environmental design, to improve understanding of the interrelationships between people and the built environment and to create environments responsive to human needs. The interdisciplinary collection holds books, trade journals, EDRA proceedings, documents, technical papers, and multimedia materials supporting research in the discipline of environment and behavior. The collection has been developed over the past 30 years and continues to expand, existing as the most comprehensive collection in the world.

The ARC is fortunate to have two rare book collections. One was donated by Ronald Sensesen, FAIA, an architect who practiced in his own firm for over 30 years in the Washington, DC area. This exceptional collection includes classic rare books and photographs of architecture dating from the 19th century to the present. Vernon Watson, a Chicago Prairie Style Architect, donated his valuable and rare book collection to the ARC. Mr. Watson designed Griggs Hall, which was the original campus library, as well as several Prairie Style homes in Berrien County. In addition the ARC is now the official repository for the EDRA archive collection. This means professors, scholars and researchers, if they choose, will donate their private and personal collections to the collected works in the ARC.
Ellen G. White Estate Branch Office

Adventist Heritage Center
Located within the Center for Adventist Research, the Adventist Heritage Center contains material on the history and development of the Millerite Movement and the Seventh-day Adventist Church since the 1840s to the present. Among the materials preserved at the Center are over 51,000 books and pamphlets, 26,000 periodical volumes, 12,500 microforms, 12,000 sound recordings and 3,000 video tapes. A sizeable number of the periodicals are non-English and represent the finest collection of its kind in the world including many one-of-a-kind titles. The Center holds nearly 300 collections (1,200 linear feet) of personal papers of notable church figures such as pioneers, administrators, teachers, ministers and missionaries. These collections provide a wide range of primary source documents. The center’s archives contain 30,000 photographs of denominational and campus interest, an obituary file of nearly 200,000 names, and the records of early Adventist congregations. The SDA Periodical Index is edited at the Center.

Ellen G. White Estate Branch Office
Located within the Center for Adventist Research, the Ellen G. White Estate Branch Office contains a complete set of the letters and manuscripts of Ellen G. White (1827–1915). It also has copies of her books and articles, and thousands of pages of other documents related to the history and development of the Adventist Church.

The Branch Office houses numerous resources for students interested in research. The most important of these are (1) the Letter and Manuscript File of 60,000 pages with topical index; (2) the Ellen G. White published writings on compact disc (CD-ROM), making possible full-text computer searches of Ellen White’s writings; (3) a Biographical Index covering the span of Ellen White’s life and documenting her travels and activities; (4) 1,600 Manuscript Releases (with indexes); (5) an extensive Document File covering many aspects of the writings of Ellen White and of the history of the Seventh-day Adventist Church; and (6) a Question and Answer File with index.

Center for Adventist Research

car@andrews.edu
James White Library, Lower Level
471-3209
The Center for Adventist Research (CAR) contains historical materials and resources on Seventh-day Adventist history and Ellen G. White, a key founder of the Seventh-day Adventist denomination. Comprised of the Adventist Heritage Center, the Ellen G. White Estate Branch Office, and AU Archives, the Center holds the largest collection of research materials on Seventh-day Adventism in the world. The CAR was formed in the fall of 2003 to better serve the campus community as well as the world community of Seventh-day Adventists by providing research support services as well as a significant outreach component. The Center and the Seminary Library cooperate to support theological education.

Adventist Heritage Center

Center for College Faith
The Center for College Faith, which is open to all members of the Andrews University faculty, seeks to help faculty better understand and foster the faith development of college undergraduates. The stated mission of the Center is twofold. Specifically it acquires and disseminates knowledge about how college students develop in their Christian beliefs, values, and lifelong commitment to God, especially in relation to direct academic experience; and promotes the growth of a distinctly Christian undergraduate “culture of learning” informed by careful scholarship on the Andrews University campus.

Center for Distance Learning & Instructional Technology
dlit@andrews.edu
James White Library, Room 304
471-3960
The Center for Distance Learning & Instructional Technology (DLIT), offers assistance to students who want to take correspondence, on-line, video-based and audio-based courses and/or work towards a distance degree. The DLIT also has a lab for faculty and staff to assist with their technology needs. More info: www.andrews.edu/dlit/.

Center for Statistical Services  
471-6214
Bell Hall (Education), Room 212  
471-3478
The Center for Statistical Services provides help with all aspects of empirical research. Services include: 1) research design, 2) development of questionnaires and measurement instruments, 3) data entry, 4) statistical analysis and 5) interpretation and reporting of results.

Center for Teaching and Learning Excellence
471-3272
Mary Jane Mitchell Multimedia Center
James White Library, Top Level
The Center for Teaching and Learning Excellence advances the ongoing professional growth of Andrews University faculty members related to their primary campus duty—teaching. By helping faculty members focus on student learning through various lenses—scholarship of teaching and learning, faith-
learning integration, diversity, assessment and service, among others—the Center for Teaching and Learning Excellence promotes pedagogies of engagement that enrich the learning environment and lead to transformational teaching.

**Center for Women Clergy**  
www.womenclergy.org  
The mission of the Center for Women Clergy is to provide support, networking and information for the nurture of women who are considering, pursuing or engaged in professional ministry. Current projects include: 1) the creation of a website where women can get helpful information and meet and talk with other women clergy; 2) a mentoring program that puts new and developing clergy in contact with experienced clergy women eager to act in a mentoring role; and 3) regional gatherings and conferences providing an opportunity to gain inspiration and professional skills while building community with others in the field.

**Center for Youth Evangelism**  
cye@andrews.edu  
Seminary Hall, Room S103  
471-8380  
The Center for Youth Evangelism (CYE), an organization of the Seventh-day Adventist Theological Seminary, provides youth ministry programming and resources throughout the North American Division (NAD) and the world Church (GC). It offers a variety of services to seminarians, conferences, pastors and churches. CYE provides youth ministry training through workshops and major training events. It evaluates and produces youth ministry materials and promotes study and research in youth ministry. Current evangelism programs include 180° Symposium, 411 Newsletter, Church of Refuge, Cruise with a Mission, International Camporees, WeCare mission trips, and other young adult events. More info: 1.800.YOUTH.2.U or cye@andrews.edu or www.AdventistYouth.org.

**Center of Continuing Education**  
inministry@andrews.edu  
Seminary Hall, Room N206  
471-3514  
The Center of Continuing Education for Ministry (CECM), housed in the InMinistry Center, primarily serves ministers in the North American Division. CCEM provides continuing education for ministry employees of the church. It identifies, develops, and promotes continuing education courses and events and issues CEU certificates. More info: www.inministry.info or inministry@andrews.edu.

**Christian Leadership Center**  
Seminary Hall  
471-8332  
The Christian Leadership Center is an interdisciplinary organization of Andrews University providing inspiration, ongoing leadership development, coaching, consultation and research for a network of church and community leadership throughout the world. The Center’s office is located in the Theological Seminary. The Center’s vision is a network of Christian leaders who provide outstanding leadership for church, business and educational organizations throughout the local community and the world.

The Center provides a place for academicians and field practitioners to link in a process of theological reflection that shapes the Seventh-day Adventist Church’s understanding of leadership and clarifies transformational leadership development across cultures. The biblically-based model of servant leadership promoted by the Christian Leadership Center grows from that reflection. The Center focuses on transformation of the person, development of essential leadership patterns and formation of administrative skills through various programs offered to community and church organizations. Visit the Center online at www.andrews.edu/clc/.

**Employment**  
employment@andrews.edu  
Administration Building, Main Floor  
471-3570  
The Office of Employment assists students with their on-campus employment needs. The office provides information regarding employment opportunities, assistance with necessary paperwork, administers employment tests and is responsible for updating employment files.

**Greek Manuscript Research Center**  
Seminary Hall, Room N124  
471-3313  
The Greek Manuscript Research Center (GMRC) is part of the Department of New Testament of the Seventh-day Adventist Theological Seminary. Its primary goal is to help develop a more complete understanding and appreciation of Christianity's primary documents—the original, handwritten Greek manuscripts of the New Testament copied over a 1,200-year period. The GMRC is a participant in the International Greek New Testament Project, an ongoing venture of American and European scholars seeking to create an exhaustive multi-volume reference tool that documents every variant in all known, surviving Greek manuscripts of the New Testament. The GMRC holds one of the largest collections of microfilmed Greek manuscripts in North America.

**Horn Archaeological Museum**  
hornmuseum@andrews.edu  
9047 Old US 31  
471-3273  
(Open Saturdays 3–5 pm)  
An archaeological museum named for its founder and first curator, Siegfried H. Horn (1908-1993), the Horn Archaeological Museum houses over 8,500 ancient Near-Eastern artifacts including coins, pottery, sculptures, tools, weapons, figurines, jewelry, seals and glass vessels. Nearly half of these objects came from university-sponsored archaeological excavations at Tel Gezer, Israel; and Tall Hisban, Tall al-Umayri and Tall Jalul, Jordan.

The museum building, which is shared with the Institute of Archaeology (see Institute of Archaeology), contains offices, work rooms, the Siegfried Horn Archaeological Library, and the collection display area. Eleven oil-painted murals by Nathan Greene help visitors understand the cultures of Bible times. A special viewing room contains the Andrews University Cuneiform Texts (formerly the Hartford Cuneiform Tablet Collection). This collection has 3,000 ancient clay tablets dating from the Sumerian period to Neo-Babylonian times.

The museum sponsors a regular lecture series, occasional field trips and a quarterly subscription newsletter.

**Howard Performing Arts Center**  
hpac@andrews.edu  
Box Office  
471-3560  
Fax  
471-3565  
Celebrating its seventh year, the Howard Center is the center of activity on campus. The concert hall offers a variety of concerts and other performances throughout the school year. Visit www.howard.andrews.edu/events for a complete listing of events.
The Howard Center is the performance home for the Andrews University music ensembles: the Symphony Orchestra, Wind Symphony, University Singers, University Chorale, Men’s Chorus and Canta Bella. The Howard Center also hosts Howard Center Presents… a concert series with a blend of musical genres. It has hosted classical artists such as Canadian Brass, Vienna Boys Choir and King’s Singers, as well as Christian artists such as Sandi Patty, Point of Grace, SELAH and Take 6. The on-campus radio station, WAUS FM 90.7, which is also located in the Howard Center, sponsors a chamber music series, Second Sunday Concert Series.

In addition, the Howard Center is home to the monthly Friday evening vespers service Fusion, which merges together all Friday night worship services, creating a dynamic and diverse worship experience. Students studying music at Andrews University also present their junior and senior recitals as a part of their requirements for graduation in the Howard Center.

The Howard Center was funded in part by a significant gift from John and Dede Howard, longtime members of the St. Joseph community, who now reside in Holland, Mich.

Information Technology Services
Information Services Building 471-6016

Information Technology Services (ITS) provides a variety of services for students, faculty and staff. These services include support of administrative records systems, networking infrastructure, telecommunications and support for students, faculty and staff computer use.

Internet access is available on campus for all students, faculty and staff. A wireless network is available in many locations on campus, allowing students, faculty and staff to connect to the Internet with an 802.11 abgn wireless enabled device. Campus residence halls have Ethernet network connections in each room allowing students to connect to the Internet. High speed Internet access is available in the Beechwood, Garland and Maplewood apartments.

The ITS Computer Store provides certain hardware and software resources at educational pricing. The Microsoft Office Suite and latest Microsoft operating system are available through a Microsoft Campus License Agreement for the cost of the media. Anti-virus software for Windows-based computers is also available for students, faculty and staff personal use for the cost of the media. ITS also maintains a limited phone assistance service for hardware or software questions.

Telecommunications services provided by ITS in residence hall or apartment packages include local phone service with unlimited local calling, caller ID, call waiting and basic CATV service. Premium CATV service is provided for an additional fee. (For more information call 471-3455).

A general purpose computer lab is available for use by any student, faculty or staff member. The computing lab, located in Bell Hall, Room 182, may also be reserved for instructional use. The lab contains Microsoft Windows-based systems with a variety of software. Laser printing is available for a fee. Additional computer labs exist in various schools and departments.

InMinistry Center
Seminary Hall, Room 5220 471-3514

A ministry of the North American Division, the InMinistry Center specializes in providing off-campus seminary education. The Center facilitates masters-level learning events at most NAD unions for the MA in Pastoral Ministry degree, and the first part of the Master of Divinity. It also houses the Center of Continuing Education for Ministry For more info: www.inministry.info or inministry@andrews.edu.

Institute for Diversity and Multiculturalism
Nethery Hall 471-3174

The Institute for Diversity and Multiculturalism (IDM) fosters understanding and inclusiveness in matters of race, ethnicity, culture, mental and physical abilities, age and gender in several ways.
1) The IDM provides assistance and training through lectures, workshops and seminars for Andrews University administration, faculty, staff and students.
2) It conducts workshops, seminars and conferences on diversity for a variety of other audiences.
3) The Institute provides consultation and training services to businesses, church organizations, law enforcement agencies, human resource professionals and educational entities.
4) The IDM is a resource for the world church in dealing with the increasing multicultural and diverse nature of its membership and its mission.
5) The Faculty Research Forum, a unit within the Institute, researches issues of diversity and multiculturalism and disseminates its findings.
Institute of World Mission
Seminary Hall 471-2522
The Institute of World Mission (IWM), an entity of the Seventh-day Adventist Theological Seminary, shares the expertise and resources of Andrews University with the Seventh-day Adventist Church in North America, thus aiding denominational leaders in the accomplishment of its goals. The IWM serves as a North American Division Strategic Resource Center but also works for the General Conference, local conferences, local churches and Adventist journals. IWM also represents the North American Division in the Cooperative Congregational Studies Partnership (CCSP) of various faith groups under the direction of the Hartford Institute for Religion Studies.

The work of IWM springs from the belief that the tools of social science can join with biblical and theological insights to advance the objectives of the Church. Its mission is conducted through field-based research concerning Adventist youth, lay-member involvement, congregational studies, training for ministry, church growth, church-giving patterns, Adventist women in leadership, Adventist Hispanics, and the attitudes of Adventist members on various issues.

Institute of Hispanic Ministry
hispanicministry@andrews.edu
Seminary Hall, Room N210 471-6170
The Institute of Hispanic Ministry (IHM) of the Theological Seminary responds to the growing needs of Hispanic congregations in North America and beyond.

The tasks of the IHM include providing graduate-level study for Hispanic pastors both on and off campus and assisting in various ways a continuing education for Hispanic ministers. It coordinates the Hispanic MA in Pastoral Ministry and supports Hispanic courses in the MDiv and DMin programs. The IHM also provides support systems for Hispanic ministry and churches that are in transition culturally and linguistically. It encourages research and the dissemination of its findings for the Seventh-day Adventist Church at large.

Institute of Jewish-Christian Studies
Seminary Hall, Room N107 471-3349
Jews and Seventh-day Adventists share much of the same spiritual heritage and the same ideals of hope and lifestyle. Moreover, since the events of Auschwitz during World War II, Jewish-Christian issues have become a relevant part of theological concern. Therefore, the Institute of Jewish-Christian Studies organizes meetings with world renowned experts, provides a wide range of educational material and supplements the graduate programs of the Seminary with concentrations in Jewish-Christian studies. These include courses in Jewish History, rabbincs and languages. In all its work, the Institute seeks to train lay persons and ministers to foster constructive relations with Jews in their communities and to develop a global consciousness in all outreach and service.

Institute of World Mission
iwm@andrews.edu
Seminary Hall 471-2522
The Institute of World Mission (IWM) is the training branch of the General Conference mission program with three main functions.

1) The Institute provides mission education and intercultural training for missionaries, administrators and others engaged in cross-cultural ministry.

2) The Institute maintains an on-going flow of care to missionaries and their families through orientation classes, re-entry seminars, newsletters, and resource development.

3) The Institute acts as a strategic resource for the world church, assisting in comprehensive planning for mission, in developing mission capacity, and in revitalizing missionary vision.

The Institute staff take their training events, seminars and workshops to several countries each year and also teach courses at the Seminary, IWM and the Seminary Department of World Mission work closely together and often share teaching responsibilities.

Intensive English Programs
Nethery Hall 471-2260
The Intensive English Language Program offers a courtesy placement test for incoming students to assess language proficiency. Classes are offered in writing, grammar, reading, listening and speaking for students whose first language is not English and who do not meet English proficiency requirements as listed in the Bulletin. Language classes include the skill areas and preparation for the Test of English as a Foreign Language (TOEFL). Tutorial services are available for a fee.

Short-term intensive language study sessions, combined with cultural and professional experiences and travel, are offered concurrently with the fall and winter semesters and at specified times during the summer. Customized sessions can be arranged for groups of twelve or more. The fees vary according to the specifications of the session, activities and length of time. See Action America for additional information.

International Religious Liberty Institute
Seminary Hall, Room N328 471-3500
The purpose of the International Religious Liberty Institute is to foster the study of the principles of religious liberty and church-state relations upon sound methods of biblical, historical, legal and philosophical scholarship and to spread these principles through publications, lectureships, conferences, symposiums and the support of public advocacy.

James White Library
471-3275
The James White Library and its two branches hold print books, bound periodical volumes and multimedia materials totaling more than 1.6 million items. The 100,000 square-foot main library provides study and research facilities and the library faculty provide reference and consultation and a library instruction program, a library liaison program for collection development, and interlibrary loan services.

The strongest collections are in religion, education, architecture and Adventist publications and resources. The library's automated catalog, JeWel., can be accessed through the campus computer network as well as globally through the Internet. Through the library website 155 major electronic databases can be accessed through the Internet and from any of the 70 public computer stations located in the main library and its branches. Linking software provides links from the database search results to the library's over 39,000 print and electronic periodical titles.

Through the Michigan Library Consortium, the library provides access to MelCat, a statewide union catalog, patron-initiated interlibrary loan service and book delivery system. Students, faculty and staff can access over 7.8 million unique books and other materials through MelCat. In the three years since
opportunities for instruction and investigation. The spectrum from sea bottom to Alpine tundra that provides unique undergraduate field station located at Rosario Beach in Washington State's Puget Sound. The station provides facilities for undergraduate and graduate study and research. The site is near a biological variety of paper are a few of the items that can be provided.

The Mathematics Tutoring Center provides free assistance for students enrolled in University mathematics courses. Faculty and staff are also invited to visit the Center for help. The Center is equipped with eight computers that can be used for ALEKS and other web-based math assignments. An appointment is not necessary. For more information and the most current schedule, see the posted schedule or call the Department of Mathematics at 471-3424.

The Multimedia Center also houses the Center for Distance Learning and Instructional Technology (DLIT), where faculty members receive training and support in the production and delivery of instructional technology.

The Office of the Ombudspersons is a confidential, independent and neutral dispute resolution service for the University community. As such, it facilitates understanding, communication and resolution of conflict among students, faculty and staff. The office serves as an impartial and confidential means of facilitating dialogue between parties on campus and as a means, apart from formal grievance procedures, of resolving differences. The office was established as part of the University's Christian commitment to foster a courteous and considerate climate conducive to productivity and well-being for the University community.

The Ombudsperson works independently from University administrative offices. Discussing a matter with an ombudsperson is confidential to the extent allowed by law and does not constitute notice to the university.
Radio Station WAUS 90.7 FM
Howard Performing Arts Center

WAUS began broadcasting in January 1971 and now broadcasts 24 hours a day to listeners in southwestern Michigan and northern Indiana. The day-by-day programming, production and student-broadcast training take place in a facility featuring a broadcast studio, a production studio, a music library and staff offices. Station programming includes classical music, news updates and religious programs. WAUS contributes to the local community by being the only 24-hour provider of classical music and arts information, providing student training and employment, and public relations exposure for Andrews University.

Screen Graphics
Harrigan Hall, Room 108

Screen Graphics provides a wide variety of screen printing and signage products for your group or individual requirements including: signs, banners, T-shirts, sweatshirts, jackets, bags, polo shirts, mugs, embroidery on hats and clothing, and other items.

Seminary Library
James White Library, Main Level

The Seminary Library is an integral part of the James White Library and the Theological Seminary. It provides collections and services that support the Seminary students and faculty. Seminary Library resources include approximately 150,000 books, 500 periodical subscriptions and 18,000 volumes of bound periodicals.

Biblical studies and practical theology are the major strengths of its holdings. Subject areas of special interest to Seventh-day Adventists are especially strong, including the biblical books of Daniel and Revelation, creationism, the Sabbath, and the second advent. Together with the Center for Adventist Research, the Seminary Library provides the most complete research collection for Adventist studies anywhere. Graduate level collections on systematic theology, missions, church history and biblical archaeology are also featured.

Student Insurance
Administration Building, Main Floor

The Office of Student Insurance provides information regarding student accident and sickness insurance as well as providing a student advocate to help mediate for the student, if necessary.

Student Success Center
Nethery Hall, Room 204

The Student Success Center (SSC) exists for the sole purpose of helping students succeed. This center supplements the educational process by providing academic guidance, support and developmental instruction. The SSC collaborates to identify students’ needs; to facilitate their physical, emotional, social, intellectual and spiritual development through support and leadership; and to provide resources for faculty, staff, and parents who share their concerns for student success.

The Student Success Center serves as a resource for all students—from freshmen to doctoral candidates—in all schools of the University. The SSC also networks with all other campus support centers and functions as a referral base for students and advisors.

The University School
Ruth Murdoch Elementary, 8885 Garland Ave
Andrews Academy, 8833 Garland Ave

The University School is a coeducational day school located on the Andrews University campus. It consists of two divisions: Ruth Murdoch Elementary School (K–grade 8) and Andrews Academy (grades 9–12). In addition to providing education for young people enrolled in the school, the University School serves as a demonstration school and a laboratory for educational innovation and research. The faculty and administration work with the School of Education in coordinating a teacher-training program.

Application for admission to either division of the University School should be made at least four weeks before the student plans to enter. The first semester begins approximately the last week of August. Information on admission may be obtained from the Office of Admissions, Ruth Murdoch Elementary School, 8923 Garland Ave, Berrien Springs MI 49104-0570; or from the Office of Admissions, Andrews Academy, 8833 Garland Ave, Berrien Springs MI 49104-0560.
University Assessment  
Marsh Hall, Room 320 471-3373

The Office of University Assessment helps faculty and administrators determine whether the University is accomplishing its mission (p. 10). Data about student learning is collected from many sources across the University, analyzed and reported to individuals and groups inside and outside the University. These findings are used to improve teaching and learning. Thus, Andrews University is a learning organization, constantly seeking to improve.

University Center for Reading, Learning & Assessment  
Bell Hall, Suite 200 471-3480

The University Center for Reading, Learning and Assessment addresses learning and reading-skill needs through classes and tutoring. It helps students to strengthen their God-given abilities and natural gifts. Academic assessment and tutoring services of the center are available to Andrews students, faculty, staff and community for a fee. Students with learning problems are nurtured towards the goal of successful course work. The Center also offers Orton-Gillingham based, multisensory intervention for those who have dyslexia.

Reading skills developed in the center include speed-reading, study reading, vocabulary, word recognition or decoding skills, spelling and handwriting. Students, faculty and staff may use equipment and materials for personal reading improvement on a self-help basis for a fee. Average to excellent readers as well as those having difficulty with reading are served.

The center offers a class that covers memory, learning styles, time management, temperament, mind style and emotional condition. A follow-up class includes coordination with advisors, teachers and staff to help the student and provide individualized and small-group support.

Writing Center  
writery@andrews.edu  
Nethery Hall, Room 203 471-3358

The Writing Center provides students with individualized instruction by fellow students on basic writing skills and strategies. Services of the center include computer-assisted tutorial sessions, drop-in help and a library of rhetoric and usage texts. The Writing Center also offers occasional review sessions on general writing problems.

OFF-CAMPUS PROGRAMS

Charles H. Tidwell, Jr., Dean  
Affiliation and Extension Programs  
Administration Building, Room 211  
269-471-6216  
affiliations@andrews.edu

With authorization from the North Central Association of Colleges and Schools and other controlling organizations, the various schools of the university have entered into official academic affiliation/extension arrangements with certain educational institutions in North America and abroad. The programs range from academic monitoring of existing institutional programs to using institutions as extension campuses or examination centers for graduate and undergraduate education, with degrees being conferred upon students at the next official Andrews University graduation at the main campus and after completion and verification by the Office of Academic Records of all degree requirements. The affiliation/extension programs vary from courses offered in a variety of disciplines to full degree programs. Details of specific courses, approved curricula and programs are available from the Office of Affiliation & Extension Programs.

The Affiliation and Extension Programs Committee authorizes and reviews all University policies related to such affiliations and extensions. The administrative and academic committees charged with academic quality control and relevant policy development also govern the extension programs. Financial policies as described in this bulletin are applicable to extension programs in North America. All credits earned in Andrews extension programs are valid on the Andrews campus or any accredited extension campus. Once accepted into an Andrews program, students may transfer between home and extension campuses.

Affiliation/Extension Programs

Undergraduate  
Undergraduate affiliation and extension programs are offered at Columbia Union College, Maryland; Hong Kong Adventist College, Hong Kong; Newbold College, England; Tyrifjord Vidergaende Skole, Norway; and University of the Southern Caribbean, Trinidad. Andrews University confers approved associate and baccalaureate degrees on those students who have fulfilled admission, academic and program requirements at these centers.

Graduate  
Graduate affiliation and extension programs are offered in a number of disciplines by the various schools of the University. The College of Arts & Sciences offers the MA-TESL in Seoul, Korea. The School of Business Administration offers the MBA degree in Trinidad.

The School of Education offers the MA Education and the MEd degrees at Spicer Memorial College, India. It also offers the MA in Educational Psychology and Counseling and the MA in Educational Administration at University of the Southern Caribbean, Trinidad.

The Seventh-day Adventist Theological Seminary offers the MA (Religion) at Middle East University, Lebanon; Romanian Adventist Theological Institute, Romania; Spicer Memorial College, India; and Zaokski Adventist Seminary, Russia. It offers the Doctor of Ministry at Babcock University, Nigeria; Zaokski Adventist Seminary, Russia; and Helderburg College, South Africa. In North America, the Seminary offers the MA in Pastoral Ministry degree and courses toward the Master of Divinity and Doctor of Ministry degrees at several locations. In addition, the University offers the interdisciplinary, interschool MSA degree (International Development) at four sites: Chile, Ghana, Italy and Kenya.

Other International Educational Opportunities  
Andrews University co-sponsors Adventist Colleges Abroad—a program in which qualified students study overseas while completing requirements for graduation at Andrews. This language and cultural immersion is available in nine locations: Argentina, Austria, Brazil, France, Greece, Italy, Singapore, Spain and Taiwan. Participation is not limited to language majors. Contact the chair of the Department of International Language Studies for further information.