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GENERAL INFORMATION

CARE OF CAMPUS PROPERTY
Students involved in damaging campus property will be held liable for the cost of replacement or repair. Decorations are not to be attached to ceilings or walls. Antennae may not be erected either in the attics or on the ceilings or walls in the residence halls or apartment buildings. Seminary property such as furniture and tools may not be removed from the designated place without proper authorization. Permission must be obtained from the Director of Operations & Facilities before a student may pick flowers or break off shrubbery on any campus property.

CHAPEL
*Encounter* is designed for the ATS community to connect with God and His people. It takes place throughout the week in various locations, usually in or around the chapel. Check out chATS and the TV monitors for times and locations. The goal of *Encounter* is to create an environment to worship God, experience community, and be transformed into the likeness of Christ. Elements include worshipping God together through song, Scripture, testimony, and interactive activities. Students, faculty and staff are all welcome to *Encounter*!

A Prayer Room is located on the 2nd floor, Room 216, and is open for prayer and meditation during normal campus hours.

FIRE ALARM SYSTEM
Fire call boxes for emergency use only are located throughout the building. Fire extinguishers are located above each water fountain. When the fire alarm sounds in the seminary building, all classes are dismissed at once. Everyone must leave the building as quickly as possible using the closest safe exit. In the event of a fire alarm in student housing, all residents should exit the building as quickly and safely as possible. Fire exit instructions are posted in each apartment and each room of the ATS building. Students should make themselves familiar with fire exit routes. Cooperation with all fire drills is expected. Failure to respond to a fire drill will result in a $50 fine. The Village of Nyack fire alarm signals for the campus area are listed above.

GUEST SPEAKERS OR PERFORMERS
The Academic Dean must approve a special speaker or a performing artist before an invitation may be issued or a commitment made for any seminary-sponsored event.

IDENTIFICATION CARDS
Student photo ID cards will be issued at registration through the Office of Auxiliary Services. Please take your card to the library to have the library barcode affixed and carry your card while on campus. The card must be shown to use the libraries and the Nyack College cafeteria. Lost cards are to be replaced in the Office of Auxiliary Services for a nominal fee.

INSURANCE
Full-time students are required to be covered by a medical insurance plan. Students not enrolled in a plan may purchase health insurance in the Registrar’s Office. Contact that office for information about costs and coverage.

SELLING AND SOLICITATION
No one may sell merchandise on campus without permission from the Executive VP & Treasurer. Solicitation of funds within the seminary community must have the approval of the President.

STUDENT EMPLOYMENT
To help meet a student’s financial obligations, the seminary and Nyack College offer a limited number of on and off campus work opportunities. To see the listings and job referrals or obtain a copy of a campus work application, go to www.nyack.edu/career.

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<tr>
<th>55</th>
<th>S. Highland Ave and South Blvd</th>
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<tr>
<td>551</td>
<td>Highland Ave and Upland Drive (Shuman Hall)</td>
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<td>56</td>
<td>South Blvd and Central Ave</td>
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<td>Pardington Hall and Simpson Hall</td>
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<td>Christie Hall</td>
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<td>Jaffray Hall</td>
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<td>574</td>
<td>North Campus (Moseley Hall, NC Library)</td>
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<td>575</td>
<td>Hillside Terrace Apts.</td>
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<tr>
<td>58</td>
<td>Lowland Drive and Fern Ave</td>
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<td>781</td>
<td>ATS Building</td>
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STUDENT ORGANIZATIONS

Student Life Committee

Each year, the Student Life Committee is chosen to represent the diverse nature of the community. The committee seeks to provide leadership in the improvement of the quality of student life. Membership on the committee includes representatives from a cross-section of the student population (e.g. married students, commuting students, international students, single students) and a member of the faculty. The purpose of the committee is to advise the seminary in the development of programs and services that will enhance community life.

USE OF FACILITIES

The special use of a portion of the ATS building for academic purposes must be scheduled in advance with the following offices:

- Chapel – Chapel Coordinator’s Office (Room 302E)
- Classroom & Conference Room – Registrar’s Office (Room 302C)
- Lobby Areas & Solid Rock Cafe – Office of Auxiliary Services (Room 307)
- All outside groups must contact the Office of Auxiliary Services at Ext. 4500.

SECURITY

It is incumbent upon our entire campus community to keep our college/seminary safe. Communication is key to that end. Therefore, we urge each and every member of our community to report any and all suspicious or criminal activity and/or wrongdoing. “If you see something, say something”.

Security on campus is coordinated through the Nyack College Facilities Department. The Security Department’s primary role is CAMPUS SAFETY. With SAFETY first, the Security Department maintains a visible presence serving as a deterrent while patrolling the campus in a marked patrol vehicle. While on patrol the Security Department’s charter is to observe, report, and document all criminal activity, violations of campus policies and procedures, provide response to and report all emergencies to the appropriate authorities, and provide security inspections of designated areas throughout the college/seminary. The Security Department cooperates with and assists local law enforcement and emergency service personnel while on the Nyack College/ATS campus.

Security personnel are on-duty 24 hours per day, seven days per week and can be contacted by dialing EXT. 7191 from a Nyack campus telephone, or by dialing 845-222-8812 from a private or public telephone. Security will respond to all calls on a priority basis. In the event of a bonafide emergency, please contact 911 first and then contact the Security Department. Security officers have sufficient authority to enforce campus policies and procedures. Members of the campus community are subject to disciplinary action for failing to obey and follow the policies as set forth by Nyack College/ATS.

Further information on campus safety and security may be obtained from the Security Department. The office is open Monday through Friday, 8a.m. to 4:30 p.m. The Security office phone number is: 845-358-1710 x7191.

Student, Faculty and Staff Responsibility

Cooperation and involvement of students, faculty, and staff in campus safety and security is essential. All members of the campus community must assume responsibility for their personal safety and the security of their own and college property by taking simple, common-sense precautions. For example, although the campus is well lit, anyone, male or female, may feel more comfortable walking with at least one other person at night. Entrance doors should be locked at night and when residences are unoccupied. Entrance doors should not be propped open. Valuable items such as stereos, cameras, and televisions should be marked with engraving instruments, available from the Security Department. Bicycles should be secured with a sturdy lock. Persons with cars must park in their assigned area and should always keep their vehicles locked. Valuables should be locked in the trunk. Suspicious individuals or situations on campus, especially in and around residence facilities, should be reported to the Security Department. All crimes occurring on campus must be reported to the Security Department.

Motor Vehicle Registration

There are two main purposes for the registration of motor vehicles: the safety of campus residents through the identification of unknown or suspicious vehicles on campus; and parking organization to maximize the use of available parking space for the benefit of all members and guests of the community.

In light of the above, all students, faculty, staff and on-campus residents who possess, maintain or operate a motor vehicle (including motorcycles) on campus must register the same with the Security Department within seven (7) days of bringing the vehicle on campus. There will be a $25.00 registration fee/semester for students to register your vehicle.
Motor vehicle registration applications can be obtained at the ATS Switchboard/information desk. They can be submitted in person at the security office located in the Nyack College campus facilities building or mailed (campus or USPS) using the addressed envelope attached to the application. Registrants must submit photocopies proving current insurance coverage, state vehicle registration, and a valid driver’s license along with the application. A parking permit will be issued along with parking instructions and a copy of the campus Parking Rules and Regulations. Parking permits must be displayed at all times in the rear windshield, lower left hand corner, on the inside glass. Students, faculty, and staff personnel are responsible for informing the Security Department regarding any changes in their vehicle status.

Traffic Regulations
The security department is responsible for traffic control on campus. Those who register their vehicle will receive a complete listing of campus Traffic Regulations from the Security Department and will be held responsible for full compliance.

On-campus and Residential Parking
Parking is available on a first-come, first-serve basis on the ATS campus. Parking is permitted in designated spots ONLY. Students should not park in those spots reserved for visitor parking, handicapped parking, or along the curbs of the upper parking lot. This may block the fire lane, is a violation of security guidelines, and is a ticketable offense.

Resident students are assigned parking areas at the residence halls. Resident students can contact their Resident Director for more information.

CAMPUS SERVICES

BOOKS
Mr. Lee (e-mail WestminsterBooks@aol.com) sells textbooks on the ATS campus at the beginning of each semester. Times and location when he will be available are posted on the ATS campus each semester. A textbook list for the Rockland campus is maintained on the ATS website (www.nyack.edu/ats) [Add it to your favorites]. Click on the Academics tab and choose the appropriate list option from the menu.

CAMPUS STORE
The Nyack College campus store, located in Boon Center (2nd Floor) offers school supplies, devotional and teaching supplies, CD's and tapes, greeting cards, gift items, and much more. Store hours may vary.

COMMUNICATION

chATS
An announcement sheet, chATS, containing information about the ATS community news and events is published bi-monthly. Those who have information to be included in chATS, should submit it to the Office of Auxiliary Services (Room 307) before noon on Wednesdays. Announcements should be typed using MSWord, and submitted by e-mail to chats@nyack.edu.

Mail
Student mailboxes are located in the Solid Rock Café. A mailbox number will be assigned to you each year following registration. Campus mail, including papers, etc. returned from faculty will regularly be placed in your student box. Please do not give out your campus box number as a mailing address.

Monitors
Campus news and announcements are posted on the monitors in the upper and lower lobbies. Announcements for submission should be typed using MSWord or PowerPoint and sent to chats@nyack.edu.

E-mail
E-mail accounts are activated for each student following registration and remain active during the time the student continues to be enrolled. Specific information regarding your e-mail account will come from Information Services, x5753 (Room 302D). Access your e-mail through campus network computers in the computer labs at ATS and Nyack College or from your personal computer by entering mail.nyack.edu into any Internet browser. Campus accounts may be forwarded to your personal account to ensure receiving pertinent communication.
INFORMATION TECHNOLOGY

A computer lab, located near the stairs and main entrance of the ATS building, provides computers and a networked printer for student use. Laptops may be used in the lab but may not be connected to the printer. Wireless service is available throughout the two upper floors of the ATS building.

LOST AND FOUND

Items left lying throughout the building should be turned in at the main reception desk on the ATS campus. Items of value will be taken immediately to the Office of Auxiliary Services (Room 307). A lost and found box is located beneath the mailboxes in the Solid Rock Café at the ATS building for more common items.

MAIL

The Campus Post Office (Boon Center 2nd Floor) is an official branch of the U.S. Postal Service. Stamps may be purchased and outgoing mail sent at this location. A bin for outgoing mail is also provided on the main campus of ATS in the faculty workroom. All ATS students should receive personal mail at their residence. Under no circumstance should students use the seminary address as a personal mailing address.

MEALS AND SNACKS

Dining Room

ATS students may eat in the Nyack College Dining Hall located on the 3rd floor of Boon Center. All persons eating in the dining hall must present a meal ticket. Tickets may be purchased in the Dining Hall from the Pioneer Food Services Director. (845-358-1710, x4577)

<table>
<thead>
<tr>
<th>Per Meal</th>
<th>Hours of Operation</th>
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<tr>
<td>Breakfast - $4.50</td>
<td>Breakfast – 7:15-8:15am</td>
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<tr>
<td>Lunch - $5.50</td>
<td>Continental Breakfast – 8:15-10:30am (M-F)</td>
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<tr>
<td>Dinner - $6.50</td>
<td>Lunch – 11:00am-1:15pm</td>
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<td></td>
<td>Lite Lunch – 1:15-4:00pm</td>
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<td></td>
<td>Dinner – 4:30-6:00pm</td>
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</table>

Breakfast/Lunch meal ticket - $50.00 for 11 meals
Breakfast/Lunch/Dinner meal ticket - $60.00 for 11 meals

Solid Rock Café

The Solid Rock Café, located at ATS, provides continental breakfast items, freshly made lunches, and snack items. Hours are tailored around each semester’s class schedule.

NOTARY PUBLIC

The service of a Notary Public is available to faculty, staff and students in the Human Resources Office (Room 308) or the Treasurers Office (Room 306) on the ATS campus. There is no charge for this service.

LIBRARY

GENERAL DESCRIPTION

The ATS Library is located at www.nyack.edu/library [Add it to your favorites!] and in two floors of the south end of the ATS building. Print and electronic books, periodicals, media, and information resources that you will need during the course of your seminary program are readily accessible. Reference and other library services are provided by a librarian, paraprofessional staff, and part-time student library assistants. ATS students may also directly borrow resources from the Bailey Library in Nyack and the Henry Wilson Library in the 361 Broadway building of the Manhattan campus.

ATS LIBRARY HOURS

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<td>During the academic year (unless posted otherwise):</td>
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<td>Friday</td>
<td>8:30 a.m. - 6:00 p.m</td>
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<td>Saturday</td>
<td>10:00 a.m. - 6:00 p.m</td>
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<td>Sunday</td>
<td>Closed</td>
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<td>During summer and breaks:</td>
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<tr>
<td>Monday-Friday</td>
<td>8:30 a.m. - 4:30 p.m</td>
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POLICIES

Library materials are community property. Borrowing them is a privilege extended to any student holding a valid Nyack or ATS identification card. Library policies and procedures are established to share the collection materials fairly among all members of the community. Library policies such as loan periods and fines are described on the website and more fully in the ATS Library Handbook. Students are requested to become acquainted with and to abide by them out of consideration for other members of the community.

SERVICES

**Audiocassette Copying**
A high-speed audiocassette duplicator is located in the group study room for duplication of cassettes. This equipment must be used in accordance with copyright regulations.

**Copying**
A coin-operated photocopier is available in the library for student use. Each student is responsible for adhering to the U.S. copyright regulations and guidelines as described elsewhere in this handbook.

**Electronic Resources**
A password list for remote (e.g. home) access to the libraries’ electronic resources may be picked up in the library. These passwords may only be used by individuals who are currently enrolled as Nyack or ATS students.

**Intercampus Delivery**
Students may request that resources from one of the other Nyack/ATS library collections be delivered to them at the ATS library. The request is placed electronically by filling out and submitting the Intercampus Delivery request form located under Library Services on the library home page.

**Interlibrary Loan**
Students are encouraged to ask for resources that are not available in the ATS or Nyack libraries through the interlibrary loan service. The interlibrary loan request form, located under Library Services on the library home page, is completed and submitted electronically. Plan your research sufficiently in advance of the due date to give time for requested material to be shipped from another library. You will be notified when it is available to be picked up in the library.

**Library Technology**
Computers located throughout the library provide access for research purposes to the campus network, reference resources, and internet sites. A network printer enables printing of those research results. Wireless service is available throughout the upper level of the library.

**Reference Services**
A professional librarian is available to consult with you regarding specific research questions and to provide individual or group guidance in using the resources of the libraries.

REGISTRATION AND CLASS SCHEDULE

CLASS SCHEDULE
Classes at ATS generally meet once a week for an extended block of time. Classes are scheduled in morning, afternoon, and evening blocks. There is a break midway through the class time. Consult the semester schedule for exact course meeting times.

GRADING SYSTEM, GRADE POSTING, AND EXTENSION FOR LATE WORK
Please see the most current ATS Catalog for the most recent Grading System and guidelines for extension of late work. At the close of the semester, grades will be posted online.

REGISTRATION

*Add/Drop Period*
Students may make changes in their class schedule during the one-week course change period. All changes must be made through the Registrar’s Office.
Advisement
Each student is assigned to a faculty member for advisement on the academic program. Faculty members are required to make themselves available to their advisees who should make contact with them each semester and prior to registration. While the primary issue in academic advisement is proper registration of classes appropriate to the degree program, the faculty also seeks to help students in career decisions and life problems.

Financial Expectations
Alliance Theological Seminary believes that stewardship and financial responsibility are hallmarks of a mature Christian. As an institution, ATS is committed to operate as efficiently as possible, so as to minimize operational costs, which are born in part by students through the payment of tuition. In accordance with this principle, students are not permitted to run accounts in arrears. Students are urged to make the arrangements necessary to meet their financial responsibilities in a timely manner. Conferral of degrees, release of official student records, and permission to register will not be granted to students who have unmet financial obligations to the seminary. Specific information about financial aid and payment plans can be found in the catalog.

Auditors
Students may audit classes at ATS for a significantly reduced fee. An auditor may attend the class sessions of a course but will not receive credit for the course. The instructor is under no obligation to check assignments or grade tests if the auditor chooses to participate in the written work. No person may audit classes without applying through the Office of Admissions.

STUDENT RECORDS
Complete student records are kept on file in the Registrar’s Office for all students who have taken courses at the seminary. These records contain the following: academic record, applications, transcripts and physical examinations, personnel file, results from testing program and disciplinary actions. The Family Educational Rights and Privacy Act (FERPA) govern access to these records.

ACADEMICS
ACADEMIC HONESTY
It is expected that all material submitted as part of any class exercise in or out of class is the actual work of the student whose name appears on the material or is properly documented otherwise. Students found guilty of dishonesty in academic work are subject to disciplinary action and may be dismissed from the seminary. The first incident will result in failure of the course or the work submitted; the second incident will result in dismissal from the program. If the initial incident is deemed serious enough, dismissal will be considered an option.

When evidence of plagiarism or other dishonesty is discovered, a written, anecdotal statement describing the incident will be submitted by the attending faculty member and made part of the student's file in the Office of the Registrar along with a report of any action taken. The student will be given a copy of the statement and will have the right to add a reply to the file materials.

The following is an attempt to clarify what is meant by "plagiarism" and other forms of improper assistance, which would be considered dishonest.

Plagiarism
In general, plagiarism is commonly defined as using the words or ideas of another person without proper acknowledgement. Previously the word "plagiarism" has been applied only to unacknowledged borrowing from a published or otherwise copyrighted work. However, it is now generally agreed that the term can also apply to improper use of anyone's material whether or not that material is published or copyrighted.

It is important to note that the above definition does not limit "plagiarism" to extensive borrowing (e.g., a sentence or more). Nor does the definition limit the term only to verbatim quotations. A quotation as short as a few words (or even a single word, if it is a key term or a freshly-coined term) can be considered plagiarism if not properly attributed to the original author. Moreover, ideas contained in the work of another, even if they are recast in new words, must be attributed to the original author unless they fall into the category of "public information," a term explained below.
Included in a definition of academic dishonesty would be any instance where a student would falsify an issue or piece of information to support an opinion. It also includes handing in work that is in fact not the student's own work but the work of another person. This applies equally in matters of content or style where there is not proper and clear notification given to the reader.

To summarize: (1) Any verbatim reproduction of the work of another-no matter how brief-must be properly documented, (2) any summary or paraphrase of the ideas of another must be properly documented.

The following example will illustrate the point made above. It is an excerpt from John Romer, Testament: The Bible and Its History (New York: Henry Holt and Co., 1988), p. 108. It is not straight news (which might be considered "a matter of public record") but evidences a good deal of interpretive comment based upon Romer's understanding of ancient source material.

The word 'Jew' was born in the Babylonian Exile, where it was used to describe the people of the southern kingdom of Judah. After 539 BC, when Babylon fell to Cyrus the Great, Judah became a Persian province. The astute Cyrus was well aware that his rapid victory over the old Empire was partly helped by the intolerance of the Babylonian kings toward their captive peoples, a mistake he did not mean to repeat. Bent on world domination, Cyrus looked for a wiser system of government that would bind, not alienate, the conquered. So he returned the Babylonian exiles, gods, kings and courtiers alike, back to their own lands, "to the place that make them happy" as the royal edict says.

Almost everyone knows that to quote a sentence or more of Dr. Romer's words without quotation marks or proper citation would constitute plagiarism. However, the following samples would also qualify as plagiarism.

1. Use of key phrases
   The term 'Jew' was born in the Babylonian Exile.

   Cyrus knew that a wiser system of government was needed for effective rule.

2. A Mosaic of Borrowed Words and Phrases
   After 539 BC, Cyrus the Great, conqueror of Babylon, made Judah a Persian province. His plan was to institute a wiser system of government which aimed at creating connections rather than disconnections with the conquered. That is why he returned the peoples along with their gods, kings and courtiers, according to his royal edict, to "the place that would make them happy."

3. An Unattributed Use of Ideas
   Most people are not aware that the term 'Jew' was originally coined in Babylon where it distinguished the captive peoples from the former kingdom of Judah.

As they presently stand, all three of the above samples exhibit incorrect (and illegal) use of a source. What might be done, in each case, to correct the problem? In simple terms, the writer must make it clear that he or she is using a source and is not attempting to conceal that fact. More specifically, in cases 1 and 2, the writer must first decide whether the phrases copied from the original are valuable enough as quotations to be kept as such. If so, each word or phrase must be enclosed in quotation marks and a formal reference must be added-as a footnote or parenthetical reference in the paper itself-indicating the source.

Alliance Theological Seminary uses Kate L. Turabian, A Manual for Writers of Term Papers, Theses, and Dissertations, 7th ed. (Chicago: University of Chicago Press, 2007), for correct referencing format.

On the other hand, it is often the case that the quoted material is simply saving writers the trouble of composing their own prose. In such cases it is better to eliminate the verbatim quotations entirely. This may well produce a situation like that of the third example, however, resulting in paraphrased, summarized, or otherwise borrowed ideas. In these cases, no quotation marks are necessary but the source must still be cited, perhaps near the end of the passage with a comment like, "these ideas were discussed in..." in order to alert the reader to the fact that the ideas appeared, in some form, in another person's work.

There is one situation where ideas, found in the work of another, do not need to be documented to a specific source. This concerns the area of "public information." Ideas that appear repeatedly in discussions of a certain subject in the work of various individuals are usually considered to be in the public domain. It may not be necessary to give credit for these ideas to any particular individual. For instance, in the example above the reference to the year of the initial return from exile, 539 BC, is commonly accepted by ancient Near Eastern historians and so would be considered shared historical information. However, the ideas proffered by Romer such as the origin of the word 'Jew,' the complicity of Babylonian rulers in the Persian conquest, and the strategy of Cyrus the Great for world domination, right or wrong, are considered to belong to Romer. In these circumstances credit must be given.

In all cases, a general rule applies: WHEN IN DOUBT, CITE THE REFERENCE.
Receiving Improper Assistance
In addition to plagiarism, the academic community categorizes several other kinds of behavior as "dishonest" and liable for disciplinary or even legal action. In general these can be divided into three types:

1. Turning in an assignment (test or paper) written wholly or partly by another person or agency without so specifying.
2. Turning in an assignment (test or paper) substantially edited or otherwise improved by another person without so specifying. A relative, friend, or tutor who reformat a paper, improves its grammatical style, or corrects mistakes in spelling and grammar, applies here.
3. Turning in an assignment (test or paper) written wholly or partly for another course for which academic credit was received without so specifying.

In cases 1 and 2, an exact description of the assistance provided followed by the signature of the assisting person is always mandatory. Without these acknowledgements the student is subject to disciplinary action. Case 3 is never permissible and is automatically subject to disciplinary action.

Students, like all professionals, must recognize the following fact: since the evaluation of student work results in a formal grade recorded on a student's official transcript, any work offered in support of that grade which reflects the unacknowledged efforts of another person is an attempt at fraud and will be dealt with as such.

An important issue here is the depreciation of the education of a student who is not conscientious in these areas. The activities of course work are designed to create a thinking, discerning practitioner in ministry. Academic dishonesty as described above prohibits this from taking place. ATS can and will dismiss students who are academically dishonest. This protects the academic reputation of the institution and ensures the integrity of the degree for our students.

*This ATS statement on Academic Honesty was adapted from the statement provided in the student handbook for the Adult Degree Completion Program, Nyack College, Nyack, New York.

COURSE STANDARDS

Class Attendance
It is generally expected that students will make every effort to be punctual and to attend every scheduled session for each course. Faculty may indicate the impact of class attendance on course grade in each course syllabus.

Exam Attendance
No student may be permitted to take examinations before the scheduled time or to leave school early without authorization from the Academic Dean. A student may not be absent from any examination without prior permission of the faculty member concerned.

GRADUATE ASSISTANTS
The following guidelines for graduate assistants and professors must be observed.

1. The graduate assistant must be a full time student.
2. The professor selects the student and e-mails the request to Financial Services (Angela.Roth@nyack.edu).
3. The graduate assistant can work up to but no more than 10 hours per week.
4. Work may consist of any and all duties deemed appropriate by the professor. It is expected, however, that if the assistant is asked to fulfill classroom-related duties (e.g., teaching and/or grading papers and exams), the professor will be ultimately responsible for his/her performance.
5. Work should be contained within the fourteen-week period of regular classes (semester).
6. It is desirable that work assigned by the professor be spaced evenly throughout the semester.
7. A stipend will be credited to the student’s account as a grant and will be applied to the student’s billing account after the drop/add period of each semester.

PHOTOCOPYING
U.S. and international copyright law has been written to protect the rights of individuals or other copyright holders in reproducing and distributing their ideas. In the U.S. additional guidelines have been established enable the academic community to fairly use certain portions of protected materials for educational purposes. Faculty will obtain permission when their use falls outside the “fair use” guidelines. It is important that students also comply within the law and the “fair use” guidelines established for creating reproductions (includes photocopies). (NOTE: The guidelines have been established for educational use. The church is not, in the eyes of the law, an educational institution.)

Following are sections of the Copyright Act of 1976 dealing with the rights of copyright owners and “fair use” of copyrighted works for educational purposes.
Exclusive Rights in Copyrighted Works

Subject to [other provisions of the law], the owner of copyright under this title has the exclusive rights to do and to authorize any of the following:

1. To reproduce the copyrighted work in copies or phonorecords or copies in electronic media;
2. to prepare derivative works based upon the copyrighted work;
3. to distribute copies or phonorecords or copies in electronic media of the copyrighted work to the public by sale or other transfer of ownership, or by rental, lease, or lending;
4. in the case of literary, musical, dramatic, and choreographic works, pantomimes, and motion pictures and other audiovisual works, to perform the copyrighted work publicly; and
5. in the case of literary, musical, dramatic, and choreographic works, pantomimes, and pictorial, graphic, or sculptural works, including the individual images of a motion picture or other audiovisual work, to display the copyrighted work publicly.

Limitation on Exclusive Rights: Fair Use

Notwithstanding the provisions of the previous section, the fair use of a copyrighted work, including such use by reproduction in copies or phonorecords or by any other means specified by that section, for purposes such as criticism, comment, news reporting, teaching (including multiple copies for classroom use), scholarship, or research, is not an infringement of copyright.

In determining whether the use made of a work in any particular case is a fair use, the factors to be considered shall include:

1. The purpose and character of the use, including whether such use is of a commercial nature or is for educational purposes;
2. the nature of the copyrighted work;
3. the amount and substantiality of the portion used in relation to the copyrighted work as a whole; and
4. the effect of the use upon the potential market for or value of the copyrighted work.

Following is the text of a 1976 "Agreement on Guidelines for Classroom Copying in Not-for-Profit Educational Institutions with Respect to Books and Periodicals," as adopted by 38 education organizations and the publishing industry.

The purpose of the following guidelines is to state the minimum and not the maximum standards of educational fair use under Section 107 of the Copyright act of 1976. Changes since the act of 1976 have not modified these minimum conditions. The parties agree that the conditions determining the extent of permissible copying for educational purposes may change in the future; that certain types of copying permitted under these guidelines may not be permissible in the future; and conversely that in the future other types of copying not permitted under these guidelines may be permissible under revised guidelines.

Moreover, the following statement of guidelines is not intended to limit the types of copying permitted under the standards of fair use under judicial decision and which are stated in Section 107 of the act. There may be instances in which copying which does not fall within the guidelines stated below may nonetheless be permitted under the criteria of fair use.

Guidelines

A single copy may be made of any of the following by or for a teacher at his or her individual request for his or her scholarly research or use in teaching or preparation to teach a class:

A. A chapter from a book;
B. An article from a periodical or newspaper;
C. A short story, short essay or short poem, whether or not from a collective work;
D. A chart, graph, diagram, drawing, cartoon or picture, periodical, or newspaper.

Multiple copies (not to exceed in any event more than one copy per pupil in a course) may be made by or for the teacher giving the course for classroom use or discussion; provided that:

A. The copying meets the tests of brevity and spontaneity as defined below; and,
B. Meets the cumulative effect test as defined below; and,
C. Each copy includes a notice of copyright.
D. Please note that these copies are for distribution during the class and must be collected afterward. Copies that are kept by the students require written permission of the copyright holder or the one to whom that copyright has been licensed (usually the publisher, not the author).

Definitions

Brevity

1. Poetry
   a. A complete poem if less than 250 words and printed on not more than two pages or,
   b. From a longer poem, an excerpt of not more than 250 words.
2. Prose
   a. Either a complete article, story, or essay of less than 2,500 words, or
   b. An excerpt from any prose work of not more than 1,000 words or 10 per cent of the work, whichever is less, but in any event a minimum of 500 words.
   [Each of the numerical limits stated in 1) and 2) above may be expanded to permit the completion of an unfinished line of a poem or of an unfinished prose paragraph].
3. Illustration
One chart, graph, diagram, drawing, cartoon, or picture per book or per periodical issue.

4. "Special" works
   Certain works in poetry, prose, or in "poetic prose" which often combine language with illustrations and which are intended sometimes for children and, at other times, for a more general audience fall short of 2,500 words in their entirety. Paragraph 2 above notwithstanding, such "special works" may not be reproduced in their entirety, however, an excerpt comprising not more than two of the published pages of such special work and containing not more than 10 percent of the words found in the text thereof may be reproduced.

Spontaneity
   1. The copying is at the instance and inspiration of the individual teacher.
   2. The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to a request for permission.

Cumulative Effect
   1. The copying of the material is for only one course in the school in which the copies are made.
   2. Not more than one short poem, article, story, essay, or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.
   3. There shall not be more than nine instances of such multiple copying for one course during one class term.
      [The limitations stated in 2) and 3) above shall not apply to current news periodicals, newspapers and current news sections of other periodicals].
   4. Please note that copying an item which has been used previously in a previous course requires written permission of the copyright holder or the one to whom the copyright has been licensed.

Prohibitions
   Notwithstanding any of the above the following shall be prohibited:
   A. Copying shall not be used to create or to replace or substitute for anthologies, compilations, or collective works.
      Such replacement or substitution may occur whether copies of various works or excerpts therefrom are accumulated or produced and used separately.
   B. There shall be no copying of or from works intended to be "consumable" in the course or study or of teaching.
      These include workbooks, exercises, standardized tests and test booklets and answer sheets, and like consumable material.
   C. Copying shall not
      1. substitute for the purchase of books, publishers' reprints, or periodicals;
      2. be directed by higher authority;
      3. be repeated with respect to the same item by the same teacher from term to term.
   D. No charge shall be made to the student beyond the actual cost of the photocopying.

TESTING PROGRAMS

Bible Tutor Program
   An interactive web-based tutorial called “Bible Tutor” assists students in assessing and strengthening their Bible knowledge. All degree-seeking students are required to demonstrate proficiency with the material by achieving a grade of 85% or higher on a proctored Bible Tutor exam as a graduation requirement. The requirement should be completed by the end of the first year of study to lay a solid foundation for further seminar studies. Most students will complete this requirement as part of OT503 and/or NT503. Students not taking those courses during their first year should register to receive their password and additional procedural information in the Registrar’s Office (Room 302C).

USE OF CONTEMPORARY LANGUAGE
   The faculty of ATS accepts the biblical terminology for God and affirms the use of the classical Trinitarian formula. As an evangelical seminary committed to world evangelization and missions, ATS stresses the need for proper contextualization in the communication of the gospel in contemporary American society and in cross-cultural situations. The faculty supports the kind of language that invites all to Christ without undue offense.

   We are committed to the use of gender specific language that respects contemporary usage and affirms the equality of all human beings as created by God. We recognize the rapid change of language usage and meanings; for example, the generic personal/masculine singular pronouns, which have historically been understood to include both genders, are increasingly losing that comprehensive connotation. We are, therefore, committed to use language, whether written or spoken, that helps to eliminate ambiguity and embraces both sexes. Further, we recognize the deeper need for a mind-set that affirms the biblical assertion of human equality and that sensitively critiques culture and discriminative language in church and society.
Generic Usage
Words such as persons, people, everyone, all, humans, human beings, humanity and friends may be substituted for words that in the past have been used in the generic sense, but which now have only a male connotation, such as man, mankind, brothers, or brethren.

Third-Person Singular Pronouns
In English there is no inclusive third-person singular pronoun form that does not indicate gender (other than “one” which is very formal). Using the phrase A man develops his character through self-discipline, here are some alternative possibilities:

Use you/yours (You develop your character through…), he/his or she/her (A person develops his or her…) I/my (I develop my character through self discipline.) Put the phrase into plural form. (We develop our character, or people develop their character through…). Eliminate an unnecessary pronoun by rewriting the sentence. For example, “A man develops his character by…” may be changed to, “How do people develop character? They develop…”

A teenager in New York State is frequently failed on his first attempted driving test, can be changed to A teenager is frequently failed on the first driving test.

Change: The average American takes ketchup with his French fries, to The average American takes ketchup on French fries.

Some authors and public speakers, including professors, solve the pronoun problem by alternating between male and female pronouns in examples and illustration uses. Instead of: We admire people saying, “He’s really strong” or “My, but he’s clever!” change it to: We admire people saying, “She’s really strong” or “He’s very clever.”

Illustrate a point by using actual or fictional names, for instance: A lawyer must back his legal arguments with careful research, may be changed to: Lawyer Margaret Jones must back her legal arguments with careful research.

No longer may it be assumed that any group or occupation or position is composed of men only. Nouns that include the word “man” or “men” should be replaced with nouns of agency. Use chair, chairperson, committee chair, head, presiding officer, moderator, leader, coordinator instead of chairman. When indicating a specific person, it is proper to say chairman or chairwoman, as in “Chairman Mao” or “Chairwoman Sylvia Martin,” rather than “Chairperson.” Use minister, pastor, clergy, clergywomen, and men, elder, rather than clergyman or clergymen. Use brothers and sisters, friends, Christians, instead of brothers in Christ. (Fellowship is usually acceptable because people no longer think of the root word as being strictly male oriented.)

Where the gender of the person is not in focus but rather the function, choose a word that focuses on the function being performed. Use minister, rather than woman minister, teacher rather than woman teacher, missionary, rather than single lady missionary when the role is in focus rather than the sex. It would be proper to use the gender indicator, for example, in a research paper on “Women Pastors in the Alliance in the Simpson Era” but not if reporting that a woman teacher raised the issue of student scholarships. The gender of the teacher has nothing to do with the issue of scholarships. Avoid the use of lady or girl when you mean woman, because this may be felt as condescension. Use “ladies” only if you would use “gentleman” in the same context.

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CONDUCT AND DISCIPLINE

ACADEMIC DISMISSAL FROM THE SEMINARY
WHEREAS a cumulative grade point average of at least 2.5 must be maintained within all degree programs, the following policy is enforced:

A student who achieves a cumulative GPA of less than 2.5 is placed automatically on academic probation.

If a student on academic probation fails to achieve the required 2.5 GPA s/he may be dismissed from the seminary.

In order for an academically dismissed student to be readmitted the student must:

- Contact the Registrar and relay the student’s desire for readmission in writing
- Show proof of what has changed in the student’s life to enable the student to now succeed academically.
COUPLES
Couples are expected to conduct their relationships in a manner that affirms their bodies are temples of the Holy Spirit. Each is expected to limit expressions of affection to the guidelines of Scripture and to be sensitive to other members of the ATS community. It is the belief of the ATS administration that for the sake of the gospel and for their own personal testimony, unmarried couples should avoid being alone in private residences.

DISCIPLINE
A goal of the educational program at ATS is to assist individual and community growth and to aid the seminary in maintaining an atmosphere conducive to intellectual and spiritual growth. Every effort is made to consider each student as a responsible citizen of the Christian community, with needs that reflect his or her individual maturity and self-understanding. Deviation from the standards of student conduct stated above or other behavior that is contrary to Christian principles (see paragraph 3 under “Life Style”) may be considered grounds for discipline.

Ideally, deviations from community expectations are best handled among peers using the redemptive model found in Matthew 18:15-17. This assumes that most students are guided by self-discipline and that there is a sufficient degree of caring among peers to elicit constructive confrontation on occasions where it is needed. Formal disciplinary procedures are designed to promote restoration and community responsibility, and to guard the student's right to due process. They are as follows:
1. Counseling with the Chairperson of the Student Life Committee
2. Discipline by the Student Life Committee
3. Appeal of discipline may be made to the next higher level with the Academic Dean as final authority.

Procedures Governing Discipline Hearings of the Student Life Committee

**The Hearing.** Because students of Alliance Theological Seminary are being prepared by and for the church, all Student Life Committee disciplinary hearings are to be conducted under religious principles and in the context of the Christian church, particularly that of the Christian and Missionary Alliance which is the sole owner and operator of Alliance Theological Seminary.

**The Moderator.** The moderator shall be responsible for the orderly conduct of the hearing under the spiritual principles of the Word of God and the regulations appropriate to the seminary, and may rule on all matters pertaining to the hearing, subject only to the majority vote of the committee. In the conduct of the hearing the moderator shall refrain from cross-examination. 1 Cor. 14:40; 2 Thess. 5:13—22; 2 Tim.3:16

**The Secretary.** A secretary shall be appointed to keep record of only the activities and conclusions of the hearing.

**Persons Participating.** Persons present during the testimony phase of the hearing shall only be the committee, the person accused of wrongdoing, and one witness at a time while testifying. The spouse of the accused and/or an advocate may be present while testimony is given. The employment of legal counsel for the hearing is not acceptable because this is an ecclesiastical hearing and not a legal matter.

The content of statements made in the hearing are confidential. Only the written statement by the committee may be reported outside the hearing. The moderator is charged with seeing that all participants conduct themselves within Biblical standards. 1 Cor. 13:4—6

**Evidence Presented.** Evidence to be admitted will include anything relevant to the issues involved, but no secret recordings shall be admissible as evidence. Evidence shall be considered in light of the Biblical standards for Christian living as affirmed by the broad stream of Christian belief and thought over the millennia, namely those beliefs and values, life-styles and habits, attitudes and practices which are enjoined or excluded by the Gospel, either by its direct and clear teaching or by its overarching and pervasive understanding of the nature of the relationship of human beings with one another and with God.

**Witnesses Heard.** Witnesses may be examined by the accused person (and his/her advocate if any) and by the members of the committee, but not by the moderator. As individuals who profess commitment of their lives to the Lord Jesus Christ, it is expected that all participants will speak what they believe is true. Eph. 4:20—26

**Representation of the Accused.** The accused person shall have the right to representation in the hearing, and may choose a colleague or a Christian friend to appear with him/her. The employment of legal counsel as such is not acceptable because this is an ecclesiastical hearing and not a legal matter. If unable to be present at a scheduled hearing for a worthy reason, the accused person may request his/her representative to appear and may request a rescheduling. Unwillingness to appear at a previously agreed upon hearing without acceptable reason shall imply the acceptance by the accused person of the committee’s findings. The willful absence of the accused person or his/her representative from any hearing shall not prevent the committee from proceeding with the hearing, if suitable notice has been given. 1 Cor. 6:1—8; Phil. 2:3,4.

**Agenda of the Hearing.**
1. Opening prayer.
2. Review of procedures.
3. Reading of the charges against the accused person.
4. The accused person’s response to the charges.
5. Presentation of evidence against & then in favor of the accused.
6. Questioning of each presentation by the accused person.
7. Questioning of each presentation by members of the committee.
8. Closing statement in defense of the accused person.
9. Committee’s deliberation, which shall be held in private and remain in strict confidence.

**Decision of the Committee.** After prayer for the Lord’s guidance, the committee shall consider the evidence and make a decision on each charge. A three-fourths vote of the committee is needed for a guilty decision. The committee shall recommend to administration what penalty shall result.

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### DISMISSAL FROM THE SEMINARY

The administration of ATS reserves the right to dismiss any student if in the judgment of the administration the student clearly does not fit into the aims and objectives of the seminary. The demonstration of respect for students, staff and faculty members is a standard expectation in the seminary community, and any violation of this standard will be regarded as a major disciplinary offense.

Students are expected to attend classes, and those residing in campus housing are expected under normal conditions to participate in the seminary’s community and life. A student may be immediately suspended and required to leave the premises of ATS if convicted of a criminal act, judged guilty of a dishonest practice, or of some flagrant violation of Christian conduct.

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### DRESS STANDARDS

ATS is both a professional school and a Christian community. As a professional school its singular mission is to prepare servant leaders for the church of Jesus Christ. As a Christian community each participant is committed to the edification and good of others. The standard for dress in the ATS community is that which is appropriate for the specific occasion based upon professional expectations, modesty and community acceptability.

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### GRIEVANCE POLICY

As members of a Christian community, it is our hope that all interpersonal conflicts, and the consequences of adverse decisions, policies and actions will be resolved through dialogue in the context of the love of Christ and the good of His community. Christians should attempt to settle every disagreement at a level that involves the fewest number of people. However, when matters become more complex, it is the responsibility of the seminary to have appropriate procedures for resolving such grievances in a manner consistent with biblical truth. A few of the biblical passages which Christians must obey in times of disagreement are: 1 Thessalonians 5:12—15; 1 Peter 4:8—12; Matthew 18:15—17; 1 Corinthians 6:1—8; and Romans 14:10—13 & 19.

The following are procedures for addressing such grievances between members of the ATS community.

- **A.** A member of the student body who wishes to file a nonacademic grievance must submit a written and signed statement to the Academic Dean. The written grievance must include:
  1. A complete statement of the actions complained of or the alleged grievances along with supporting documents,
  2. A statement of the relief sought, and
  3. A specific statement of the reasons supporting the relief sought.

- **B.** A written response will be provided within 10 working days of the receipt of the written grievance.

- **C.** In the event that the grievance is not satisfied directly through the response and intervention of the Academic Dean, the individual filing the grievance will notify the Academic Dean in writing that a hearing is desired. A Grievance Committee will be established to conduct a hearing with the individual filing the grievance.

- **D.** The committee will be composed of the Academic Dean, and the members of the Student Life Committee. It will be the responsibility of the Academic Dean to ensure that an impartial committee is organized. In the event that any Grievance Committee member is directly involved in the complaint, he or she will be removed from the committee, and an impartial replacement will be sought.

- **E.** If the individual filing the grievance so desires, he or she may seek the assistance of another student or employee of ATS in the development and presentation of the case.

- **F.** The hearing will be scheduled within 10 working days of the receipt of the request for a hearing. At the hearing the individual filing the grievance will be given the opportunity to present the grievance and will respond to questions from members of the Grievance Committee. The individual filing the grievance will then be excused during the committee's deliberations.

- **G.** The actions or recommendations will be reported in writing to the individual filing the grievance within 24 hours of the completion of the hearing. The action of this committee is final.

- **H.** The campus contact person in all cases relating to Title VI, Title IX, or Section 504 is the Academic Dean.

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### HAZING POLICY

Persons are prohibited on ATS property from engaging in any action or situation that recklessly or intentionally endangers mental or physical health, or which involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization or class. Hazing in any form is therefore prohibited. These regulations are applicable to students, faculty, staff, visitors, licensees, invitees or any other person on ATS’s campus or property.
LIFESTYLE

Members of the Seminary community, as indeed all disciples of Jesus Christ, are suited for Christian service by moral character, giftedness for ministry and knowledge of the faith. Their lives are characterized by compassion for individual persons, sensitivity to the needs of the communities of which they are a part, a burden that the whole of God's will be obeyed on earth, personal integrity, and a desire for moral and spiritual growth.

ATS is guided by an understanding of Scripture as the Word of God and by commitment to its authority regarding all matters of Christian faith and living. The Seminary also affirms and honors the consensual, moral traditions of the Church whose students we seek to prepare for the ministries of Christ and to whom we are accountable for the quality of students’ formation.

The Seminary is committed to embody in its life and to uphold in its teachings the imperatives of Scripture as affirmed by the broad stream of Christian belief and thought over the millennia. For this reason certain life-styles, attitudes and habits, which Scriptures exclude by their direct and clear command or by their overarching and pervasive teachings, cannot be affirmed or accepted within the Seminary community. Among such excluded practices are all forms of dishonesty (e.g., cheating and plagiarism); the possession and use of tobacco, alcoholic beverages, illegal drugs; emotional, physical and substance abuse; the use of foul language, invective, slander and racial epithets; ethnic, racial and sexual intimidation or harassment; practices that are unjust and discriminatory; and the misuse and abuse of sex. The seminary promotes a lifestyle, based on Biblical teaching, which precludes premarital and extramarital intercourse, homosexual practice, and other forms of sexual behavior incompatible with the conservative Christian lifestyle.

ATS students, faculty and staff come from diverse communities and are drawn into close fellowship with one another by seminary life. Significant differences of conscience and lifestyle do exist among us. For this reason the seminary administration expects students, faculty and staff to put into practice the teachings of 1 Corinthians 8, Romans 14:1—15:7 and Philippians 2:3,4 and in that spirit to abstain from the use of tobacco and alcoholic beverages in every context of their seminary life. Violation of these biblical ideals is considered a serious breach of the seminary’s standards of conduct and will be grounds for dismissal from the seminary.

REGULATIONS OF CONDUCT ON CAMPUS

In accordance with the provisions of Article 129-A of the Education Law of the State of New York, with reference to the regulation of conduct on college campuses and other college property used for educational purposes, the Board of Trustees of the Nyack College Corporation makes the following statement:

1. The seminary is a private community and all persons not properly members of the community, i.e., trustees, faculty, staff, students, and their families, are prohibited from coming upon this property for the purpose of engaging in unlawful activities, or of inciting dissent, seizure of buildings and/or disruption of educational activities. Such persons will be liable for arrest by the local police authority.

2. Any member of the community who engages or incites others to engage in unlawful seizure of seminary facilities or the disruption of seminary procedures whether by sit-in, physical obstruction, or by any other means shall be ordered to cease and desist immediately. At the same time such individuals shall be assured that it is still possible for the seminary authorities to be consulted as to the reason for the protest. However, should such individuals refuse to comply with the order to cease and desist, it shall be assumed that the possibility of meaningful discussion has been dissipated and such students continuing to disrupt the educational process shall be suspended immediately and faculty and staff engaging in such disruptive activity after this time will by their action incur dismissal.

3. In the event there is no immediate danger to life or limb, the seminary authorities are hereby directed to take immediate steps to secure a civil injunction directing the illegal activity to cease, and to request the civil authorities to secure compliance with the court order; in the event there is imminent danger to life or limb, the seminary authorities are directed to take immediate action to secure compliance through the civil authority.

4. In accordance with Section 1, Subdivision Ten of Section 265.05 of the Penal Code of the State of New York, it is unlawful for any person to have knowingly in his possession a rifle, shotgun, or firearm in or upon a building or the grounds of Alliance Theological Seminary without written authorization of the president of Alliance Theological Seminary.

RESIDENCE HALLS

Student’s living in seminary residence halls are governed by provisions of the Housing Handbook. Gross or repeated violation of these requirements will result in appropriate action by administration. This may result in eviction from the residence or possibly even expulsion from the seminary.

A resident may host guests in the residence, but must notify the Residence Director in advance of their visit. (For details see the Housing Handbook.) Under no circumstance may a single resident provide overnight housing for a member of the opposite sex. Students are expected to use discretion in entertaining members of the opposite sex in any setting that might imply immoral and unbiblical conduct. Any violation of these ideals may result in disciplinary action or the student’s expulsion from the seminary. For overnight guest policies, please refer to the housing handbook.
Students interested in temporary or long-term housing must contact the Auxiliary Services Office on Nyack College Campus at 845-675-4502. Subletting of campus housing is never permitted.

SEXUAL HARASSMENT
Harassment on the basis of sex is a violation of New York State Law and the Federal Civil Rights Act.

It is the policy of Nyack College/Alliance Theological Seminary (ATS) to prohibit sexual harassment of its employees and students in any form. In maintaining this policy, the College/Seminary seeks to assert basic Christian precepts, to affirm ethical standards universally accepted in the workplace and classroom, and uphold existing law. No practice or behavior that constitutes sexual harassment will be tolerated.

Sexual harassment is essentially a display of power intended to intimidate, coerce, embarrass or degrade another person. Usually the harasser has power over the victim (such as a supervisor over a subordinate or a larger person over one of smaller stature), and seeks to exploit unfairly that differential in power. In any form, such behavior undermines the atmosphere of trust and collegiality that Nyack College/ATS seeks to foster and is therefore unacceptable.

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of a student’s employment or academic progress; (2) submission to or rejection of such conduct is used as a basis for academic or employment decisions affecting the student, or (3) such conduct has the purpose or effect of substantially interfering with a student’s work or academic performance or creating an intimidating, hostile, or offensive work or academic environment is illegal and immoral.

Any student who believes that he/she has been the recipient of harassment is strongly encouraged to report the alleged occurrence(s) as soon as possible to a representative of the college/seminary with whom the student feels comfortable discussing the matter (e.g., Residence Hall Director, Advisor, etc.). The representative will then contact the Academic Dean if the alleged harasser is a student. If the alleged harasser is an employee of the College/Seminary or a vendor/contractor of the College/Seminary, the representative will contact the academic head at the respective campus. Every effort will be made to ensure confidentiality in dealing with the situation, although a strict confidentiality cannot be guaranteed. All allegations of sexual harassment will be taken seriously and thoroughly investigated, with appropriate support for and respect of the alleged victim. If it is determined that an intentionally false accusation of sexual harassment has been made, this too will be investigated thoroughly and treated seriously.

Counseling and other support services are available to any victim of sex offenses through the Counseling Services Department in Boon Campus Center and numerous public and private agencies in Rockland County. Informational resources and materials may be obtained at the Campus Safety Office, Counseling Services Department and Health Services Department on the Nyack College campus.

Any violation of this policy shall result in disciplinary action including, but not limited to, warning, reprimand, probation, suspension, expulsion or termination. Retaliation against an individual for bringing a sexual harassment complaint is prohibited by law and will lead to further disciplinary action. Nothing in this policy shall preclude a student from seeking redress through external legal proceedings.

Alliance Theological Seminary
350 North Highland Ave. Nyack, NY, 10960

Alliance Theological Seminary does not discriminate on the basis of race, color, national and ethnic origin, age, sex or handicap in admission, participation or employment in campus programs or activities. The programs are operated in compliance with Title IX of the Education Amendments of 1972, Section 506 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Acts of 1964, and all other relevant statutes and regulations.