

UNIVERSITY PARENT
GUIDE



**2011
2012**

Benedictine University

CAMPUS RESOURCES – LOCAL INSIGHT – HELPFUL INFORMATION





UNIVERSITY PARENT CONNECTION

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About Our Guides

University Parent Media works closely with institutions around the country to bring together the most relevant, timely information into one all-inclusive resource.

We have published this guide with the mission of helping you easily navigate the university and its surrounding community. Ultimately, we hope these resources help nurture your connection and involvement in your student's college years!

Make the Most of Your Parent Guide

- Hang on to your Guide! Inside you'll find information that's useful all-year long, including important phone numbers, web sites and calendars.
- Store your copy in a purse or glove compartment for convenient reference.
- Pass it along to parents of prospective college students to promote the school.
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Welcome to Benedictine University!



Please accept this guide presented to you by the Benedictine University Parent Programs. Benedictine is one of the nation's premier private universities. The Center for College Affordability and Productivity and *Forbes* magazine rank Benedictine University among the top 20 percent of colleges and universities in the country. *U.S. News and World Report*® consistently ranks Benedictine as a top school and one of the most diverse campuses in the Midwest.

Benedictine tradition celebrates community as a gathering of people who share a commitment to a common mission. The Benedictine community is dedicated to the academic success, social development and personal growth of every student. At Benedictine, we value every student and provide the resources necessary to ensure their success.

However, there is one resource we cannot provide our students – the continuing support of their parents. As a parent of a new student at Benedictine, you are an integral member of the Benedictine community. Your continued support and active participation in your student's college career will ensure their success.

Thank you for sharing your children with Benedictine. It is rewarding to share in your joy and enthusiasm as they embark upon the path to a productive future.

Sincerely,

Marco Masini

Associate Vice President of Student Life ■



Student Life

Parent Programs

Parent Programs offers a one-stop service for parents of Benedictine students. We respond to parent inquiries and provide information on a variety of issues to facilitate communication between parents and the University.

Parent Association

The Benedictine Parent Association is a University-supported, volunteer-led organization established to strengthen the tie between Benedictine and the families of current students by involving parents in campus activities that promote the University and enrich the undergraduate college experience. There is no cost to be a member. All Benedictine parents are automatically members. There are many opportunities for parents to get involved in the Benedictine community.

Parent Liaison

The Parent Liaison is a dedicated staff member who responds to parent and student inquiries and provides information and assistance on a variety of issues from admission through graduation. Please contact Hope Keber at (630) 829-1127 or hkeber@ben.edu.



www.universityparent.com/ben

Parent Publications

- ▶ Annual Parent Calendar
- ▶ The Parents website provides information and answers general questions and concerns you may have while your son or daughter is a student at Benedictine. Visit www.ben.edu/parents.
- ▶ A Message Home is a quarterly newsletter emailed throughout the academic year and includes timely campus updates. This may also be used intermittently to send important messages to parents.
- ▶ Annual Parent Guide
- ▶ Facebook page for Parents of Benedictine University

Athletics

Benedictine offers 20 NCAA Division III sports: men's football, basketball, baseball, cross country, golf, indoor and outdoor track and field and soccer, and women's volleyball, basketball, softball, cross country, golf, indoor and outdoor track and field, soccer and tennis. Men's and women's lacrosse are scheduled to begin in spring 2013. Benedictine also offers dance and cheerleading. More than 350 students participate in intercollegiate sports at Benedictine University.

The Department of Athletics at Benedictine seeks to prepare each student-athlete to be a champion of leadership. By establishing an atmosphere where academic distinction, personal integrity, respect for all others, community service and athletic excellence are expected, the Athletics Department strives ▶



to develop well-rounded and informed citizens who carry the Benedictine values now and throughout their lives.

The Eagle Club is an annual fundraising program that is committed to supporting Benedictine athletics. In accordance with the policies and procedures of the NCAA, the fund was established in response to the rising expenses of operating an athletic department. The Eagle Club is a board-based group of alumni, community supporters and friends of Benedictine athletics who assist in the University's commitment to excellence. Membership provides a number of incentives including: Eagle Club social events before and after athletic contests; an Eagle Club golf outing; tailgating opportunities; club suite events and more.

Barnes & Noble at Benedictine University

Barnes & Noble at Benedictine University is located on the first floor of the Krasa Student Center. Offering a wide range of textbooks, reference material and collegiate apparel, the bookstore offers a number of conveniences and even has a textbook buy-back program. Students may make textbook reservations for the upcoming term by visiting www.whywaitforbooks.com.

Career Development

Career Development at Benedictine provides job search assistance to students and alumni seeking full-time, part-time and internship positions. Benedictine is committed to the principles of equal employment opportunity and students are referred without discrimination on the basis of race, color, sex, religion, age or national origin.

Career counselors meet with students to discuss opportunities, prepare resumes, and establish goals for what students need and want to learn. A career service library houses all career-related information for easy access by Benedictine students.

Dining Services

The Krasa Center Dining Room, the Coal Ben and the Kindlon Hall Coffee Shop are brought to you by Sodexo Campus Services and the dining team at Benedictine. The Dining Services team at Benedictine is always striving to bring new and improved types of service to our guests. There is a variety of meal plans from which to select for students who reside in residence halls, campus apartments or commute from off-campus.

Housing and Residence Life

Benedictine considers residential life an important element of the college experience and offers a variety of housing options: all-male, all-female or co-educational residences in a mix of residence hall rooms, suites and apartments.

Ondrak Hall, located on the south end of campus, is an all-male hall that houses up to 160 students. Ondrak features carpeted rooms with a relaxing lounge on the first floor. A computer lab with Internet access and a printer is available on the second floor.

Jaeger Hall is an all-female hall that can house up to 150 students on four floors. Located next to the Krasa Student Center in the heart of campus, Jaeger features a computer lab with Internet access and free laundry facilities on the lower level.

Neuzil Hall, an upper-classmen, coeducational residence facility, is located at the northern end of campus and features 44 suite-style rooms each housing three students. Each suite is carpeted, curtained and painted, and consists of two bedrooms and one bath with a shower.

Student Activities

Students can choose from more than 40 different organizations for extracurricular activities – each with a faculty advisor and often formed around mutual interests such as the Candor (student newspaper), the Political Science Student Organization (which often hosts candidates' forums and brings other political figures to campus) and the Tri-Beta Biology Club.

Other student organizations include the Investment Club, which manages more than \$100,000 of the University's endowment while teaching students responsible investment; Model United Nations, one of the University's most decorated extracurricular organizations; Best Buddies, which enhances the lives of people with intellectual and developmental disabilities by providing opportunities for one-to-one friendships and integrated employment; and Club 350, a group that seeks to protect the environment.

A complete list of student organizations can be found at www.ben.edu/studentactivities.

Benedictine is also committed to community service. The University has ►



been named to the President's Higher Education Community Service Honor Roll for its participation in a range of volunteer activities, including the American Cancer Society Relay for Life and "Sustainable Saturday," a recycling event that collects thousands of pounds of used electrical equipment. Students also help neighboring communities by offering tax preparation services for low-income citizens and seniors.

Benedictine is one of only five colleges and universities nationally selected to participate in the U.S. Department of State's Middle East Partnership Initiative Study of the United States Institutes for Student Leaders, a six-week program designed to familiarize students from the Middle East and North Africa with American culture and institutions.

Student Health Services

The goal of Student Health Services is to assist students in maintaining an optimal level of good health in hopes that they will reach their full potential as a student and get the most out of their college experience. Student Health Services does not replace the family doctor but rather provides assessment and treatment that is both convenient and cost effective, thus allowing students minimal time away from campus activities.

Student Success Center

The Student Success Center supports students' academic, personal and professional development through resources and services which serve to maximize their academic success enhance their student experience and better prepare them for further study or the workforce.

The Center engages students by providing support for academic work as well as co-curricular activities and professional goals.

The Student Success Center's services include:

- ▶ Academic support and tutoring functions
- ▶ Accommodations services for students with disabilities
- ▶ Advising and related support for undecided majors, students on academic probation and continuing probation
- ▶ Leadership development
- ▶ Supplemental education and service learning
- ▶ Comprehensive career development services, including assessment, internship services, career education programs, job search functions and career resources

The Student Success Center is located on the lower level of the Krasa Student Center.

University Ministry

University Ministry is an integral part of student development and campus life at Benedictine. We offer programs and services that assist in the spiritual growth of our students, staff and administration. We celebrate the diversity of faiths at Benedictine. All are welcome and highly encouraged to become involved in the many opportunities in ministry. University Ministry is located in the Krasa Center on the main floor, and is always open. ■



The Summer Before Freshman Year:

Tips for Parents

- ❑ **Let your children know it is natural to have doubts, to be unsure what their major will be or how they will adapt to college life. Express trust in your child's ability to make the right choices when the time comes.**
- ❑ **Don't overreact to mood changes or seemingly irresponsible behavior. Your child's anxiety about the first year of college might be the cause.**
- ❑ **You know your child best; if mood changes are excessive and if depression is the prevailing mood, seek the help of professionals. Counseling might put this big transition in your child's life into perspective.**
- ❑ **Focus on important matters. Talk with your child about four major topics: academic expectations, money matters, social choices and communication.**
- ❑ **Guide, don't direct. Rather than expressing your opinion about the best careers or academic choices, ask your child probing questions. When our children own their decisions, they will grow and mature. ■**



About Benedictine University

As an academic community committed to liberal arts and professional education—distinguished and guided by its Roman Catholic tradition and Benedictine heritage—Benedictine University prepares its students for a lifetime as active, informed, and responsible citizens and leaders in the world community.

A Benedictine education is designed to be flexible so that it can meet current social needs, developing in its graduates the capacity to adapt as they enter the working world, and the ability to manage change and difficulties in a confident and positive manner. Benedictine fulfills its commitment to its mission through excellence in teaching and interaction between students and faculty.

A liberal arts core prepares all undergraduate students to participate fully in a diverse and dynamic society, balancing their rights and duties as individuals with the demands of the common good.

However, Benedictine seeks to develop more than a student's intellectual being. Members of the Benedictine community are encouraged to achieve a balance in their social and educational lives.

Benedictine students come to understand the self as an integrated physical, intellectual and spiritual being. While the University values the dignity of work, it recognizes that balance with leisure and prayer is equally important.

Living a life in balance helps to enrich one's personal life while fostering friendships and relationships that can span a lifetime. ■

Fast Facts

Students (2010-2011)

- 10,030 total University enrollment
- 3,731 undergraduates from 48 states and 15 foreign countries
- 31 percent of undergraduate students are minorities (voluntarily reported)
- 40 student organizations, honorary societies, service groups, ethnic associations and a student newspaper

Faculty (2010-2011)

- 107 full-time faculty; eight part-time faculty; 80 percent hold a terminal degree in their field; 18:1 student/faculty ratio; average undergraduate class size is 17.

Athletics

- 2010-2011 Northern Athletics Conference football, men's basketball and women's softball regular-season and conference tournament champions and NCAA tournament participants
- \$10 million Village of Lisle-Benedictine University Sports Complex completed in 2005
- Hosted 2006 NCAA Division III Outdoor Men's and Women's Track and Field Championships
- NCAA Division III affiliation offering 19 men's and women's sports
- School nickname: Eagles
- School mascot: Ernie the Eagle

Undergraduate Tuition, Room and Board (2011-2012)

- Tuition (traditional undergraduate): \$23,650 per year
- Mandatory fees: \$500 per semester
- Residence halls room and board average: \$7,257 per year
- Apartments room and board average: \$8,065
- Tuition (adult accelerated undergraduate): \$515 per credit hour

Graduate Tuition (2011-2012)

- Per quarter credit hour: \$540
- Per semester credit hour: \$790

Undergraduate Financial Aid and Scholarships (2010-2011)

- \$15,390,494 million of annual budget is directed to grants and scholarships
- 99 percent of freshmen students received some form of financial aid
- Average financial aid package for freshmen is \$18,051
- 88 percent of full-time undergraduates received some form of financial aid.
- Average award for full-time undergraduate students (including freshmen) is \$17,967

Alumni

- More than 20,700 alumni in 50 states, Puerto Rico and Guam
- More than 350 alumni in 22 countries including China ■



History of the University

Benedictine University bears the name of St. Benedict, born in 480, who is acknowledged as the father of Western monasticism. In 528 he established the famed monastery of Monte Cassino. In the middle Ages, Benedictine monasteries expanded all over Europe, preserving ancient learning and written languages.

Benedictine was founded in Chicago as St. Procopius College by the Benedictine monks of St. Procopius Abbey in 1887. It secured a charter from the state of Illinois in 1890. The College was founded to educate men of Czech and Slovak descent, and most students were of Czech ancestry in the early years.

In 1901, the College moved to the more congenial atmosphere of Lisle, in DuPage County. The first building, Benedictine Hall, was dedicated in September 1901. The building was completed by 1921 and new buildings began to be added after 1926. The College became coeducational in 1968 and was renamed Illinois Benedictine College in 1971.

In response to community needs, graduate, doctorate and adult learner programs were added. The College became Benedictine University in 1996.

Partnerships have spurred the University's growth in the 21st century. In 2003, Benedictine and Springfield College in Illinois partnered to bring Benedictine programs and services to central Illinois. Benedictine University at Springfield now offers a growing range of programs in Illinois' state capital.

In 2004, Benedictine partnered with Shenyang University of Technology and Shenyang Jianzhu University in China to bring Master of Business Administration and Master of Science in Management Information Systems programs overseas. Benedictine has since partnered with several institutions in Vietnam.



Also in 2004, the University partnered with the Village of Lisle in the construction of The Village of Lisle-Benedictine University Sports Complex, a multi-purpose facility featuring lighted athletic fields with a nine-lane track.

Benedictine opened the Margaret and Harold Moser Center in Naperville in 2006 to meet the needs of adult students and area businesses.

Benedictine University belongs to the Association of Benedictine Colleges and Universities, an organization that promotes the Benedictine traditions of education and hospitality. ■

About the Campus

Benedictine University is situated on a rolling, tree-covered 108-acre campus of 10 major buildings with air-conditioned classrooms and modern, well-equipped laboratories. The campus includes a comprehensive learning center with full media library and a modern and technically advanced science facility, filled with advanced laboratory space, digital classrooms and modern research equipment.

Renovations to the Dan and Ada Rice Athletic Center include a state-of-the-art health and fitness center scheduled to open in fall 2011. The Village of Lisle-Benedictine University Sports Complex, which was completed in 2005, provides top quality football, soccer, and lacrosse, track, and softball and baseball fields. In 2006, the complex was the site of the NCAA Division III Men's and Women's Outdoor Track and Field Championships.

Other campus features include a scenic campus lake, a student center

with a dining room, chapel, bookstore and meeting rooms. A parking garage which accommodates approximately 400 vehicles opened on the south end of campus in January 2011. ■



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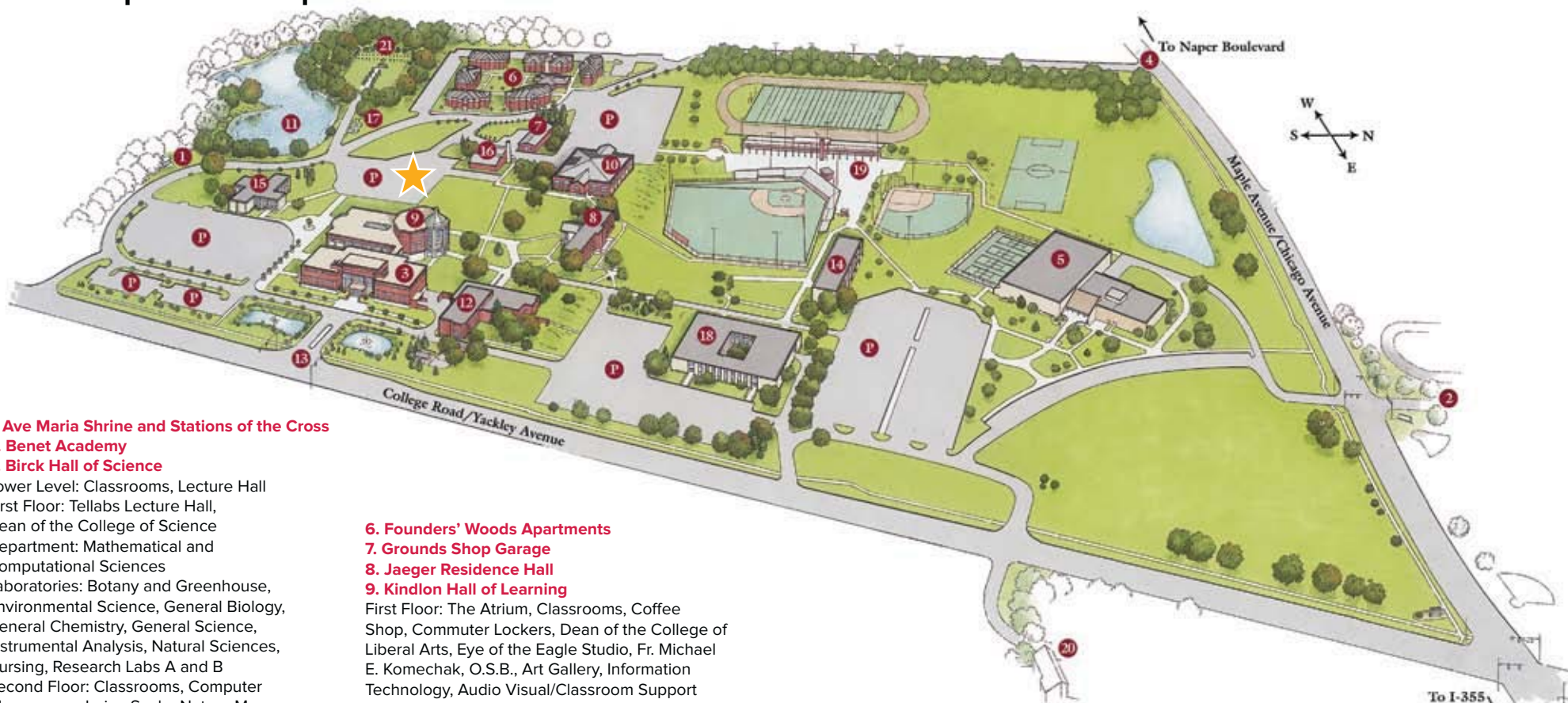
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Campus Map



- 1. Ave Maria Shrine and Stations of the Cross**
2. Benet Academy
3. Birck Hall of Science

Lower Level: Classrooms, Lecture Hall
 First Floor: Tellabs Lecture Hall, Dean of the College of Science
 Department: Mathematical and Computational Sciences
 Laboratories: Botany and Greenhouse, Environmental Science, General Biology, General Chemistry, General Science, Instrumental Analysis, Natural Sciences, Nursing, Research Labs A and B
 Second Floor: Classrooms, Computer Classrooms, Jurica-Suchy Nature Museum, Student Lounge/Government Room
 Laboratories: General Physics and Electronics, General Science, Nutrition
 Third Floor: Cold Room, Tissue Culture Room
 Departments and Programs: Biochemistry and Molecular Biology, Biological Sciences, Chemistry, Clinical Exercise Physiology, Physics and Engineering, Science Content and Process, Pre-Professional Health Laboratories: Anatomy, Biochemistry, Biomechanics, Cell Biology, Genetics, Instrumental Analysis, Microbiology, Organic Chemistry, Physical Chemistry, Physiology, Research Labs C-I, Research Techniques, Senior Physics
4. Campus Delivery Entrance
5. Dan and Ada Rice Center
 Basketball Arena, Classrooms, Coaches Office, Indoor Track, Racquetball/Tennis Courts, Volleyball Arena

- 6. Founders' Woods Apartments**
7. Grounds Shop Garage
8. Jaeger Residence Hall
9. Kindlon Hall of Learning

First Floor: The Atrium, Classrooms, Coffee Shop, Commuter Lockers, Dean of the College of Liberal Arts, Eye of the Eagle Studio, Fr. Michael E. Komechak, O.S.B., Art Gallery, Information Technology, Audio Visual/Classroom Support
 Departments: History, Philosophy, Religious Studies
 Second Floor: Benedictine Library Entrance, Classrooms, Computer Classrooms, Registrar's Office, Dean of the College of Education and Health Services
 Departments: Communications, English Language and Literature, Foreign Language, Health Services, Public Health, School of Education
10. Krasa Student Center
 Art Gallery, Barnes & Noble, Career Development, Dining Room, Enrollment Services (registration/financial aid/student accounts), Health Services/Counseling, International Center, Mail and Copy Center, Meeting and Seminar Rooms, Moser Fireside Lounge, Presentation Room, Switchboard, Residence Life, St. Benedict Chapel, Student Activities, Student Life, Student Success Center, University Ministry

- 11. Lake St. Benedict**
12. Lownik Hall
 Enrollment Center, Admissions, Auxiliary Enterprises, Benedictine Fund, Business and Finance, Community Development, Financial Aid, Information Technology, Marketing and Communications, New Student Advising Center, Personnel Resources, Research and Development, Student Accounts
13. Main Entrance
14. Neuzil Residence Hall
15. Ondrak Residence Hall
16. Coal Ben and Powerhouse
17. Jurica Tallgrass Prairie
18. Scholl Hall

First Floor: Administrative Suite, Advancement, Alumni Relations, Classrooms, Dean of the College of Business, Faculty Offices, Stewardship Development

Departments: Business and Management, Computer Science, Fine and Performing Arts, Information Systems, Management and Organizational Behavior, Organization Development
 Second Floor: Computer Lab, Classrooms, University Events
 Departments: Anthropology, Business Administration, Clinical Psychology, Economics, International Business, Political Science, Psychology/Sociology
19. The Village of Lisle – Benedictine University Sports Complex
20. St. Procopius Abbey
21. St. Procopius Abbey Cemetery
 ★ **Parking Garage**
 First Floor: Campus Services, University Police



Academics

Benedictine offers 53 undergraduate majors through the College of Science, the College of Liberal Arts, the College of Business, the College of Education and Health Services, and the Moser College of Adult and Professional Studies. The most popular majors are psychology, health science, biology, management, and management and organizational behavior.

Benedictine has a reputation for providing a solid education in science. Students have the opportunity to participate in research projects using the latest technology, such as the LI-COR LI-6400XTR Portable Photosynthesis and Fluorescence System, which is used for a wide range of studies from broad leaf gas exchange to insect respiration, and a DNA sequencer, which enables students to investigate the structural information encoded in the human genome.

Benedictine's broad-based liberal arts program creates well-rounded students because the University believes that even if students pursue a career in science, they should be able to read, write, and speak well. Benedictine graduates contribute to and are functional members of society, making a difference in the world. There are three options for study abroad. Students can enroll in partner institutions

through Partnership Exchange Programs, or they can participate in programs offered by third parties or in programs developed by Benedictine faculty. During school breaks, business students travel to Tijuana, Mexico to see the consequences of business decisions made in the United States. They study poverty, urban development, human rights, manufacturing, industrial facilities, working conditions and the impact of NAFTA. Students have also visited China, Japan, France, Spain, Korea, Ireland and Denmark. Alternative Spring breaks are popular, and students have traveled to Louisiana to rebuild homes destroyed by Hurricane Katrina and to Bolivia to help in orphanages, hospitals and day-care centers. Students have also participated in mission trips sponsored by the Diocese of Joliet to disaster areas in the United States. ■

Great Teaching

Benedictine is grounded in the spirit of the founders, who based their lives and work on St. Benedict's Rule for Monks, written in the early sixth century. The University builds its educational life on the values of the Benedictines, including the central celebration of community as a gathering of people who share a commitment to a common mission.

A liberal arts core prepares all undergraduate students to participate fully in a diverse and dynamic society, balancing their rights and duties as individuals with the demands of the common good. Benedictine's core curriculum unites all students with a shared base of broad knowledge. Each student must take courses covering basic skills, enroll in a freshman seminar, and choose from a series of courses about cultural heritage.

Benedictine teachers are committed and accomplished. Faculty is frequently honored with local, regional, national, and international grants, fellowships and awards. Many of these grants create opportunities for students to participate in ground-breaking research projects.

Benedictine's students take their studies seriously, and the low student-to-faculty ratio of 18:1, combined with an average undergraduate class size of 17, allows students to enjoy a close familiarity with professors. Students take advantage of the faculty's open office hours, and professors reach out to get students involved. ■



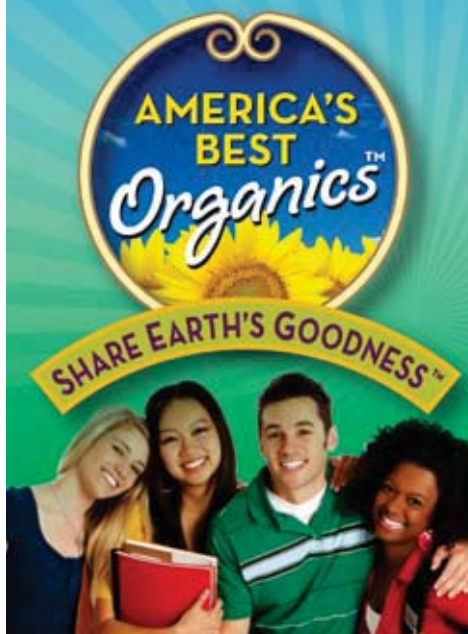
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Financial Aid



Federal Direct PLUS Loan

The Federal Direct PLUS Loan program is an educational loan for qualified parents of dependent undergraduate students. The parent is the borrower and is responsible for repaying the loan. In order to receive the PLUS Loan, the parent and student must be U.S. citizens or eligible non-citizens; complete the Free Application for Federal Student Aid (FAFSA) form; and neither be in default on any student loan nor owe a refund on a grant.

The PLUS loan is not based on financial need and no collateral is required. The loan is credit-based and a credit check will be made prior to loan approval. If the PLUS loan is denied because of adverse credit history, the parent is allowed to secure a co-signer for the loan. If the parent is unable to secure a co-signer to borrow the PLUS loan, the student may be eligible to borrow additional Federal Direct Unsubsidized loan funds.

Parents may borrow up to the full cost of attendance minus other financial aid. Fees up to 4 percent will be deducted from the loan principal. Currently, PLUS loans have a fixed interest rate.

Repayment typically begins within 60 days of the second disbursement. However, you may request to defer repayment while your student is enrolled. Parents may apply for the Federal Direct Parent PLUS Loan directly online at www.StudentLoans.gov.

Private Student Loans

Many student loan lenders offer private loan programs designed to supplement federal student loans. Students should always apply for a federal student loan before applying for a private student loan as federal loans are often less expensive and offer the widest variety of repayment options.

Private student loans are subject to credit approval. Interest rates and loan fees usually vary based upon borrower and/or co-signer (where applicable) credit scores and other criteria.

Federal Work-Study

Federal Work-Study (FWS) is a financial aid award based on financial need. All students completing the FAFSA are evaluated for FWS eligibility. The amount of FWS awarded is the amount the student is allowed to earn through campus employment during the school year. FWS wages are paid directly to the student and are not credited to a student's tuition account. University departments post available student work-study positions on the University's Personnel Resources website at www.ben.edu/about/employment.

The TuitionPay Plan

Benedictine University has partnered with SallieMae to provide interest free payment plans for students seeking

to spread tuition payments over an extended period of time. For an annual fee of \$50, the student can make monthly payments toward their tuition balance. Students may contact SallieMae at (800) 635-0120 or visit www.TuitionPay.com to set up a payment schedule.

Appeal Process for Special Circumstances

A family that has experienced a major change in their financial status since filing a FAFSA may submit a formal letter of appeal supporting the special circumstance. Consideration of any of the following circumstances will be evaluated:

- Loss of income or benefits/unemployment
- Family death
- Unusually high medical or dental expenses

Reapplying for Financial Aid

Students must reapply for need-based financial aid each academic year by completing the FAFSA. It is recommended that the FAFSA be completed as soon as possible after January 1. If you file your taxes later, you may use estimated income figures.

Students must maintain the required cumulative grade point average for their Benedictine University merit scholarships to be renewed each year. Failure to do so may result in a loss of the scholarship. ■

FERPA

The Family Educational Rights and Privacy Act (FERPA), is a federal privacy law that gives college and university students the right to control the disclosure of information from their education records to third parties - including parents. Benedictine University is not required to disclose information to the student's parent, but may do so if: (a) the student consents in writing to the disclosure, or (b) the parent requests the information in writing and provides evidence that the student is his or her dependent or (c) the student is under the age of 21 and has violated a federal, state, or local law or any rule or policy of the University regarding the use or possession of alcohol or a controlled substance.

Benedictine University does not provide parents with information from the student's education record like grades, housing information, class enrollment, attendance, disciplinary records, counseling or medical records from campus health center, etc., unless the student provides written consent. However, parents can obtain financial aid and student account information without the student's consent if the parent requests the information in writing and establishes dependency by providing a copy of her or his latest federal income tax return. (Confidential information on the return may be expunged.)

The Authorization for Release of Confidential Information to Parent(s) form has been developed for these purposes and is located on our website at www.ben.edu. ■

Applying to Benedictine University

High school students planning to apply to one of Benedictine's traditional undergraduate programs can apply in one of three ways:

1. Apply online at www.ben.edu/future_students/apply-online.cfm. It is easy and you can pay the application fee via credit card or electronic check. Official transcripts and other required documents must be mailed to the Enrollment Center.
2. Download the Undergraduate Degree Programs Application at www.ben.edu/future_students/freshmen/process.cfm and mail it along with official transcripts and other required documents.
3. Have an application mailed to your home by contacting the Enrollment Center at (630) 829-6300.

Benedictine offers rolling admission into all of its programs, which means that applications are accepted and admissions decisions are made throughout the year. Once a completed admission file is received, it will take approximately 24-48 hours to process. An admissions counselor will call as soon as any documentation is received in our office.

Be sure to complete the following checklist to ensure your admission file is ready for review.

- Completed application
- \$40 non-refundable application fee
- Official Academic Transcripts
- Official Academic ACT or SAT test scores
- A letter of recommendation from your high school counselor
- A personal statement of 200-300



words, double-spaced, answering the question, "What are your strengths and how will they help you at Benedictine University?" If you meet the admission requirements for Benedictine University, which are a 2.5/4.0 cumulative GPA, 21 ACT/990 SAT, and being at the top 50 percent of your graduating class, a personal statement is not required.

Please call the Enrollment Center at (630) 829-6300 for more information. ■

Parking

All student vehicles must be registered with the Benedictine Police Department, which is located on the ground level of the south parking garage.

The Benedictine Police Department also issues employee and visitor permits. All permits are issued free of charge. A parking permit placard must be properly displayed on the rear view mirror. Any permit displayed elsewhere will be ticketed for improper display of permit.

The registration of a vehicle and obtainment of a parking permit does not ensure the availability of a parking space, but rather grants the privilege of parking on campus.

Visitor passes are issued for one day for the convenience of those visiting Benedictine University. Anyone inviting a visitor to campus is encouraged to

obtain a pass within an hour of that person's arrival on campus. All visitors displaying a pass may park in the faculty/staff lots or in student areas.

Parking spaces that are red striped are for faculty and staff, as well as posted parking lot signage. This is enforced Monday-Friday, 7:00 a.m.-4:00 p.m. After 4:00 p.m., there is open parking.

Overnight parking is permitted in the Krasa and Neuzil lots only. Vehicles will be ticketed between 2:00-5:00 a.m. in all remaining parking lots. All parking, permit and citation related questions can be directed to the University Police, at (630) 829-6122. ■

Things to remember about parking on campus:

- Pedestrians have the right-of-way at all times.
- Do not park in any safety zones, no parking areas, sidewalks, grass areas, loading zones, driveways/roads or block any trash receptacles. Don't park in any area not specifically marked as a parking area.
- Everyone must register vehicles properly and display the permit in the proper location.
- Do not park in a lot in which you haven't been assigned. Students may not park in faculty/staff lots from 7:00 a.m. - 4:00 p.m. on weekdays.
- Park between the lines in parking spaces.
- All rules, including those for timed parking zones, are enforced at all times, every day, including student holidays. ■



Student Employment

Benedictine provides students with a number of on-campus employment opportunities whether they want to build their resumes or help pay their college bills. On-campus jobs are student-friendly opportunities to work manageable hours and earn a little extra money. The hours are usually flexible, and students are able to work around their class schedules.

The biggest advantage to working on campus is convenience. Students are able to schedule work around their class schedules and do not have to expend any money they could otherwise be saving to drive to their jobs. On-campus employment also allows students to work with faculty, staff and other students and become more familiar with other members of the campus community.

All interested students are urged to apply for on-campus employment. However, some positions are limited to Federal Work Study-eligible students.

Federal Work Study is a need-based, federally-funded program assisting undergraduate and graduate students to help meet their educational expenses. Students must complete a Free Application for Federal Student Aid (FAFSA) to determine if they are eligible for Federal Work Study programs.

Students may apply for positions at any time. On-campus positions are available throughout the year. Students interested in on-campus employment should visit www.ben.edu/about/employment. ■

Campus Safety and Security

Benedictine University is committed to the safety of all faculty, staff, students and visitors to our campus. Safety on campus is the result of cooperation between many Benedictine resources.

Benedictine University Police

Benedictine University Police officers come from both municipal and college/university police agencies.

They are certified police officers who have full police powers including arrest. Our police officers bring specialized training and experience to Benedictine, which allows them to provide strong service and mentoring relationships with students. Benedictine police officers are familiar with the daily trials and tribulations students may face while attending the University. They are here to help in any way they can, whether a student needs an escort across campus, someone to help them get into their locked vehicle or just someone to talk to. Benedictine Police are here to make a student's experience safe and positive. Learn more on the University Police website at www.ben.edu/police.

We encourage students to take basic safety precautions to protect themselves, their friends and their property. We have very few reported incidents of crime on campus and in our residence halls. Learn more about Benedictine's campus crime rates by visiting the U.S. Department of Education website at www.ope.ed.gov/security.

To increase student safety, all residence halls have ID card readers requiring students to swipe their cards to gain entrance. The residence halls also have security cameras which are monitored 24/7 by University Police emergency dispatchers and record all persons entering and leaving. A "Knock and Lock" program in the residence halls reminds students to keep their doors locked to prevent theft and personal harm.

There are emergency call buttons located inside each apartment in Founders' Woods. Emergency telephones are also located throughout campus. Students are also encouraged to check the monthly Benedictine University Police newsletter which is emailed to all campus community members.

Early Alert Team

The mission of the Early Alert Team (EAT) is to provide early intervention and prevention for students who are experiencing distress, engaging in harmful or disruptive behaviors, or who have been identified as at risk. The EAT serves as a point of referral for faculty, staff members, students and/or parents who are concerned about the physical, emotional, academic or financial health of a University student. The EAT can assess the situation, offer support and provide referrals to the appropriate resources on and off campus. ■

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Be sure to visit our website StayInLisle.com for special hotel packages, Lisle's Green Directory, calendar of events and much more.

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Campus Emergency and Inclement Weather Information

There is always a chance that an emergency and/or disaster could occur on the Benedictine University campus. Benedictine's Emergency Response and Recovery Team (ERRT) has developed an Emergency Response and Recovery Plan with the sole purpose of preparing the University community for the event of an emergency or a disaster. A copy is distributed to students, faculty and staff and also hangs in every campus classroom. Learn more about the plan on the University's Emergency Information website at www.ben.edu/campus_resources/emergencyinfo/index.cfm.

The ERRT also coordinates annual fire drills campus wide during the first week of fall classes to familiarize all campus community members with what to do in the event of a fire.

The ERRT alerts the campus through a combination of methods, recognizing that no one communication mechanism will reach everyone. Emergency communications include, but are not limited to, email, the University website, the Chicago area Emergency Closing Center, campus building alarm systems, the AlertWave™ public address system and the BenAlert emergency notification system.

Under extreme circumstances, classes may be cancelled due to severe weather, particularly during the winter months when a snowstorm may make driving hazardous. The decision as to whether classes should be cancelled will be made by 6:30 a.m.

Notification of class cancellations will be made on the following radio stations: WGN-720 AM and WBBM-780 AM. The following television stations will also have announcements: WBBM-TV Channel 2, WMAQ-TV NBC Channel 5, WLS-TV ABC Channel 7, WGN-TV 9, Fox-32 and CLTV. Class cancellations will also be announced on the University website at www.ben.edu.

Occasionally, a campus emergency will arise requiring the cancellation or rescheduling of classes. Benedictine University's new "BenAlert" emergency notification system is designed to take the uncertainty out of emergencies.

The BenAlert system enables students to receive alerts (short messages about an urgent or immediate situation) and notifications (follow-up messages that may contain more detailed information that are not as time-sensitive) within minutes by phone, text and/or e-mail messages regarding emergency situations affecting Benedictine.

BenAlert enables the ERRT to schedule and send personalized voice messages to up to six phone numbers per student, and immediately sends messages via four different modes of communication from (630) 829-6622 and/or BenAlert ERRT:

- Voice messages to home phones, work phones, cell phones and even e-mail addresses;
- Text messages to cell phones, PDAs, networked digital signage and other text-based devices;
- Text messages to e-mail accounts;
- Messages to TTY/TDD receiving devices for the hearing impaired.

A student's first and last name and primary phone number that exist in Benedictine's Peoplesoft system have already been entered into the BenAlert system as "BenAlerts" and "Notifications 1." Students may wish to add parents or other interested parties as additional contacts if they want them to receive alerts.

However, a student must go into Peoplesoft's self-service portal through MyBenU to confirm or update their information, add additional contact information or opt out of this service (although University policy requires at least one contact phone number be in the system for each student). ■



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Helpful Contact Information

Emergency Numbers

Lisle Police Department	(630) 271-4200
Lisle Fire Department	(630) 964-9656
Benedictine University Police	(630) 829-6666
Edward Hospital (Naperville)	(630) 527-3000
DuPage County Sheriff's Office	(630) 407-2400



Campus Information

Admissions	(630) 829-6300	admissions@ben.edu
Athletics	(630) 829-6140	bsmith@ben.edu
Benedictine Library	(630) 829-6050	circdesk@ben.edu
Benedictine University Police (non-emergency)	(630) 829-6122	msalatio@ben.edu
Barnes & Noble	(630) 829-6010	dbarnes@ben.edu
Career Development	(630) 829-6040	career@ben.edu
Dining Services	(630) 829-6380	foodservices@ben.edu
Early Alert Team	(630) 829-6006	mmasini@ben.edu
Enrollment Services (Ben Central)	(630) 829-6500	bcentral@ben.edu
Financial Aid	(630) 829-6100	financialaid@ben.edu
Parent Programs	(630) 829-1127	hkeber@ben.edu
Residence Life	(630) 829-6660	lubaraniivsky@ben.edu
Student Health Services	(630) 829-6046	studenthealth@ben.edu
Student Life	(630) 829-6006	mmasini@ben.edu
Student Success Center	(630) 829-6340	mcermak@ben.edu
University Ministry	(630) 829-6029	mkurowski@ben.edu

Academic College Offices

College of Business	(630) 829-6206	dssmith@ben.edu
College of Education and Health Services	(630) 829-6084	egeorge@ben.edu
College of Liberal Arts	(630) 829-6247	bshore@ben.edu
College of Science	(630) 829-6187	cagomo@ben.edu
Moser College of Adult and Professional Studies	(630) 829-6289	dkaszuba@ben.edu

