

WALTON INTERNATIONAL SCHOLARSHIP PROGRAM

STUDENT MANUAL

ABOUT THIS MANUAL

The following information is intended to give you, as a Walton Scholar, a start on what you need to know about John Brown University before you get there. The purpose is not to substitute the University Student Handbook, but to respond to your unique opportunity as an international student enrolled in the Walton International Program. Once at John Brown University you will have other questions, but be assured that there will also be other people—staff, faculty and students willing to lend you a hand and make you feel welcome to our community and, our university.

PROGRAM BACKGROUND

In May of 1985 the Walton family of Bentonville, Arkansas, announced a donation to three Arkansas institutions of higher education -- University of the Ozarks, Harding University and John Brown University -- to fund scholarships for students in the seven countries of Central America and Mexico (the Scholarship Region). The purpose of this program is to provide a quality university education to the student from the Scholarship Region along with exposing them to the benefits of a society and an economy that flourishes under a free, open and elected government.

Mr. Walton was particularly concerned about the promotion of freedom and democracy in the Scholarship Region. He commented at the time of the gift, "If we want future leaders of Central America to know the benefits of a free society, we need to get large numbers of the student generation up here to the United States. The students will learn skills through the liberal arts curricula of these three fine colleges that will encourage democratic traditions and private development of their countries." We at John Brown University heartily agree with Mr. Walton's concerns and objectives for this Walton International Scholarship Program.

COMMUNITY

SILOAM SPRINGS, ARKANSAS

John Brown University is in Siloam Springs, a town of over 16,000 people in Northwest Arkansas. Siloam Springs has supermarkets, many fast-food restaurants, a theater complex, several mini-malls, a wide variety of churches and two Wal-Marts. Downtown Siloam Springs has several coffee shops, and three small parks along Sager Creek. But the real beauty of Siloam Springs is the gorgeous scenery enhanced by the changing colors of the four seasons.

Northwest Arkansas is predominately a farming area with many small towns scattered throughout the Ozark Mountains. The largest city is Fayetteville (30 minutes from Siloam Springs) with approximately 85,000 people. Fayetteville offers many more shopping choices, restaurants, and entertainment, along with the intellectual environment of the University of Arkansas, the largest university in Arkansas.

JBU has been an important part of Siloam Springs since 1919, when the school was founded. Presently, JBU has a population of over 2,500 students and approximately 300 faculty and staff. Since its inception, JBU has had a strong Christian foundation and a holistic approach to education which is summarized in the words, "Educating head, heart, and hand."

Name: _____ Sign: _____ Date: _____

POLICIES FOR ALL SCHOLARS

THE WALTON INTERNATIONAL SCHOLARSHIP

Now that you have received the Walton International Scholarship, what exactly does this mean? Well, you have received a "package deal" comprised of a set of benefits and a set of responsibilities. We use the term "package deal" because when you accept the benefits you also accept the responsibilities.

BENEFITS

Tuition, Room and Board

The scholarship covers all expenses for your tuition and fees until you graduate. The WISP also covers your on-campus dormitory accommodations and 14 or 7 meal-plan as determined by housing location. The WISP does not provide meals or housing for any periods that the University cafeteria is closed. The scholarship does not cover any optional selections for meal plans (declining balance, flex dollars, etc).

Air Fare

The Scholarship pays students airfare from your country to John Brown University when starting school. This also includes tickets to and from your home country during the summer vacations and, of course, a one-way ticket back home within 30 days of graduation. Ground transportation will only be provided for the summer trip, and to new students arriving in January. Any costs associated with elective changes to ticket class are the responsibility of the student. The Scholarship only pays for the first checked bag if it is not included in the ticket price.

Educational Media

The Scholarship will rent all required textbooks for your courses, which may be in physical or digital form. If you want to exchange a digital textbook for a physical one, please get a permission slip from the Director to take to the campus bookstore. You are personally responsible for all school supplies such as notebooks, pens, artist supplies, electronic hardware, and software subscriptions not explicitly required by the professor's syllabus. Students pay the cost to convert book rentals to purchase if they wish to keep a book after classes have finished. Failing to return books at the end of the semester will result in charges being placed on your student account.

Insurance

The WISP provides each student with medical insurance. You are responsible for all costs not covered by the insurance. The Director will supply the student with information on the extent of the insurance coverage and the student should review the policy and become familiar with their financial responsibilities and medical coverages.

Monthly Allowance

For each of the nine months of the school year you will receive an allowance via check or direct deposit monthly. This is meant to cover all your personal expenses such as toothpaste, soap, deodorant, school supplies, laundry, etc. At the beginning of your first semester at John Brown University, you will receive an extra amount for winter clothing. A bedding and towels package will be provided on arrival.

Name: _____ Sign: _____ Date: _____

RESPONSIBILITIES

Lifestyle

As a John Brown University student, and even more, as a Walton International Scholar, your lifestyle should be in accordance with the Christian faith and comply with the standards of the John Brown University Student Handbook. The basic rules can be summarized as follows: students are not allowed to use offensive language, nor to smoke, drink alcoholic beverages, or use drugs while on or off campus. Possession of tobacco products, alcohol, or drugs while on or off campus is treated the same as if you were consuming them.

Community Service

All Walton Scholars must complete three hundred (300) hours of Director-approved community service activities during their academic career through in a variety of community service opportunities at the university, in the community, and in your home country. A minimum of 150 hours must be completed on campus and/or in and around Siloam Springs. The balance may be completed at home. In order for hours to count, they must be unpaid volunteer activities focused on educational, developmental and capacity building activities. Failing to make regular progress on your hours may remove the privilege of employment, and graduating without completing the hours may delay or deny receipt of your diploma and/or transcripts. Please review the supplemental Community Service Guidelines for current requirements.

Relationships

As a Walton Scholar you are expected to demonstrate appropriate behavior in all your relationships that reflect the published standards of John Brown University and the Walton International Scholarship Program. Relationships (personal, professional, academic, political, etc.) that distract you from fulfilling your scholarship obligations may be cause for withdrawal of the scholarship. Changing your marital status during the term of your scholarship will terminate your scholarship.

Summers

All Walton Scholars must return home no later than the Monday after Final Exam Week. This helps maximize contact with your native country, reconnect with family and friends and facilitate readjustment to your country after graduation. You are encouraged to meet members of the Alumni Committee during your summer breaks to verify return home, build a network with Walton Alumni in your country, and serve the needs of the committee. A minimum of one year's service with the recruiting committee is required after graduation. Summer internships, study abroad, and extended leisure travel (greater than 2 weeks), outside the Scholarship Region are not permitted.

Home Sweet Home

After graduation or withdrawal from the University for any reason, you are required to return to the Scholarship Region and live there for a minimum of six months for each academic semester at John Brown University. You are under legal and moral obligation to fulfill the requirements of the agreement you have signed with the Walton International Scholarship Program. The University will not release officially authenticated transcripts for any student that violates the contracts made with the University. Please read the Walton International Scholarship Agreement very carefully in this regard.

BEFORE LEAVING HOME

Name: _____ Sign: _____ Date: _____

Now, there are a few things you need to do before you get on the plane to come to John Brown University.

Travel Documents

The first thing you must do is get your passport, if you don't already have one. This may take a while, so start NOW! After you have your passport, you need an F-1 visa from the U.S. government. To get this visa you need to take your 1-20 form and SEVIS Fee receipt to the embassy or consulate in your country. This process can be lengthy, so ACT NOW! The 1-20 form and SEVIS Fee receipt will be sent directly to you in digital or physical form. All these documents, with your passport, are extremely important. They are your permission to enter the United States. Even when you go home for the summer you will need to take them with you to be able to return.

School Transcripts

If you have done any previous university work, you may want to transfer your credits to John Brown University. Be sure you have complete transcripts from the school and descriptions of the courses you want to transfer to. These must be translated into English. Only credits related to completing your JBU degree may be transferred. Getting these documents often takes a few days, so start now. Related to this, you may also want to check on how your specific John Brown University degree will transfer to your home country after graduation. Some degrees require special documentation.

Medical Checkup

A full physical examination, is recommended prior to issuance of your 1-20 form. Dental work and eyeglasses are not covered by the WISP, and these things are much more expensive in the United States. It is better for you to get these things done right now rather than waiting to do it in the United States. Your John Brown University medical record form must be completed before your arrival. You must bring all documentation of any immunizations and obtain two MMR's before coming to John Brown University.

Packing

As you prepare to leave, remember there are four seasons in Arkansas and the weather can be very cold (-20 degrees C) in the winter and very hot (40 degrees C) in the summer. Be prepared for both! Be sure to include soap, shampoo, toothpaste, etc. Chances are you will arrive on the campus at night and will be unable to buy these things until the next day.

You are also encouraged to bring traditional clothing, musical instruments and other items from your country. The university often has programs for international students where you may want to demonstrate your cultural uniqueness.

Travel Documents

Make sure you have your Passport, F-1 Visa, and I-20 on your person and fully accessible for the duration of your journey.

ARRIVAL AT JOHN BROWN UNIVERSITY

Name: _____ Sign: _____ Date: _____

Airport Transportation

All students arriving on the approved arrival dates will be transported to John Brown University free of charge. Students approved to arrive or depart on a different date (for JBU approved involvements only) than the approved travel date for all students are expected to secure their own transportation.

New Student Orientation

International and New Student Orientation is a special part of your transition to John Brown University. Occurring in the week prior to the beginning of classes, you are expected to participate in all orientation events as they will assist you in beginning your journey as a college student at John Brown University. Activities cover a wide range of topics and information to provide each student with the tools they need to be successful.

STUDENT LIFE**Meetings**

Attendance at all Scholarship Program meetings is required. Failure to attend any program meeting without an excused reason will result in the following: Responsible to bring snacks for everyone to the next meeting. Except in case of an emergency, an excused absence must be approved PRIOR to the meeting missed. Director will endeavor to give students enough notice of meeting times for planning purposes.

Chapel

As a John Brown University student, you are required to attend university chapel services as stipulated in the John Brown University Student Handbook. We hope you will enjoy this time of worship and fellowship and the chance to listen to Christian speakers from all over the world. While absences are allowed, use them wisely, and make the most out of this opportunity for personal and spiritual enrichment.

Athletics

Walton Scholars are not allowed to compete in intercollegiate sports. For those of you desiring to express your athletic abilities, you are free to participate in the various on-campus intramural sports available throughout the year. Participating in club sports is also allowed, but you are responsible for any expenses required to participate.

Breaks and Holidays

For all University breaks (Thanksgiving, Christmas, Spring Break, etc.) where the dorms are closed, students must secure their own room and board, as the dormitories and dining facilities are closed. Students are encouraged to use these breaks to develop a deeper understanding of Democracy and Free Enterprise.

Domestic Travel

Any domestic travel and optional field trips will be the responsibility of the student and will not be paid by the WISP.

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Housing

Only credits earned at JBU count toward housing standings. If a student desires to use transferred credits to gain benefits in housing, they may be required to graduate early. Students may apply to enter Townhouses for their 5th semester.

Vehicles

No student may own or ride a motorcycle. Students may own automobiles provided such ownership is approved in advance by the Director and evidence of proper license and insurance is provided.

Discipline

As part of maintaining a healthy campus culture, JBU strives to encourage growth in the student body using a variety of means. One of these means is discipline for violating the requirements of life and study on campus. JBU does not ask you to agree with or believe in the values that guide the rules of living together on this campus, but we do expect you to follow them for everyone's benefit. Landing in a disciplinary process will incur additional sanctions from the WISP because we hold you to a higher standard. Should you find yourself entering a disciplinary process, please inform the Director immediately. Otherwise, the Director will wait for a report from relevant authorities, then issue the appropriate WISP response.

ACADEMIC POLICIES**Academic Performance, Grade Point Average (GPA)**

Walton scholars are required to maintain a cumulative grade point average of 2.5 (B/C) on a 4.0 scale or above, where A is the highest grade, F is the lowest and C is passing (see the Catalog for more details on the grading scale). Realizing that English is a foreign language for most of you, John Brown University provides several opportunities for you to obtain some help with your English skills. You will take an English test upon your arrival on campus, and according to your score, you will be assigned to the proper English class. In all your classes you will have to communicate effectively in English both verbally and in written form. Please take advantage of the English courses that are offered and the help that is available. Some good advice is to take advantage of every opportunity to practice your English, starting NOW!

Class Attendance

The Walton Scholarship is a substantial investment in your education. Therefore, in your pursuit of academic excellence as a Walton International Scholar you are expected to attend all scheduled classes in person. Unexcused absences more than one (1) per credit hour may be cause for withdrawal of your scholarship funds and termination of your F-1 visa. Review JBU and Professor's policies for excused absence allowances.

Democracy and Free Enterprise

You will explore these ideas by taking two classes in addition to your Major/Minor requirements; American Government (POL 1013) and any one of the following classes not required by your major/minor: IGNITE/Enactus (LDR 2993), Intro to Business (BUS 1003), or Principles of Community Development (ICS 3243). You may not take any of these classes online.

Name: _____ Sign: _____ Date: _____

Completion of Degree

The scholarship granted by the Walton International Scholarship Program provides funding for a maximum of eight (8) semesters to complete the approved degree (s) program. A student may request additional majors/degrees ONLY if they can be completed within the eight (8) semesters allowed to complete a bachelor degree. These will be considered on a case-by-case basis with character, academic capacity, and utility as consideration factors, and must be applied for IN WRITING through the Director.

Diploma and Transcripts

Transcripts may only be requested after graduation and return to scholarship region. Diplomas may be issued student as soon as they are available. The Director and the University maintain the right to withhold Transcripts and Diplomas if scholar intends to neglect their commitment. Director may coordinate with potential employers requiring diplomas or transcripts as part of application process.

Grade Renewal

The Scholarship does not pay tuition or fees for repeat courses taken to renew grades unless they fall within the 18-credit hour limit and the academic program is not extended beyond eight (8) semesters. Approval may be granted by the Program Director at the written request of the student's advisor to renew a deficient grade in a required course in exceptional cases.

Online Classes

Enrolling in an online class during the semester requires written permission from the Director. If your GPA is below 3.0, permission will not be granted. Freshmen are not allowed to take online courses.

Summer Coursework

Summer courses are not available for Walton Scholars. Summer internships must be carried out in your home country during the summer break. For degrees with credit bearing internships, these credits must be applied to the semester that degree normally puts them.

Transferring of Credits

Students may transfer credits in with Directors permission.

Study Abroad

Study abroad programs are contrary to the intent and purpose of the WISP, which is to provide students experiences which will promote an understanding of democracy and free enterprise within the United States to take back to their home countries. You may request permission to participate in a JBU studies program occurring within the scholarship region during certain summers. The WISP only provides funding for the tuition portion of the trip, provided the classes do not exceed the summer credit hour limits.

Graduate Studies

Permission to pursue in-person graduate studies outside the scholarship region will be granted only after a student has fulfilled their scholarship commitment. Permission to pursue graduate studies inside the scholarship region may be requested while the student is satisfying their scholarship commitment.

Academic Probation

If the cumulative or semester GPA remains below 2.5 for two consecutive semesters the student will be given written notice of dismissal from the program and the scholarship will be withdrawn. The

Name: _____ Sign: _____ Date: _____

student may present a written appeal to the Director for an additional semester if circumstances warrant.

Academic Dishonesty

WISP will support all actions taken by the University with regards to academic dishonesty (cheating). Any course failed due to academic dishonesty will be retaken at your expense. Two instances of academic dishonesty will result in immediate dismissal from the program and return home. Transcripts will not be released to students expelled for academic dishonesty.

FINANCIAL POLICIES

Tuition and Fees

The WISP will pay tuition and fees for all required classes taken for college credit at or through John Brown University. Tuition for non-program/degree related classes may be covered with Director approval if they fall within the eight (8) semesters required to graduate. Fees for late registration, or drop/add charges will not be covered by the program.

Living Allowances

A personal living allowance will be given to each student for each month of the academic year. The amount of the monthly allowance depends on the year of the student. Freshmen will receive \$150, sophomores will receive \$140, and juniors and seniors will receive \$125.

Employment

During your first two semesters on campus, you are NOT allowed to work for pay. Your primary responsibility will be to adapt to a new culture, improve your English, and establish a healthy GPA. We believe these tasks require your full time and attention. We want you to develop good study habits so that perhaps later you may be able to add additional responsibilities to your schedule. Completion of a work clearance form and verification of satisfactory fulfillment of community service must be on file prior to requesting permission to apply for employment opportunities. The student must also maintain regular class attendance and a 3.0 cumulative GPA. Failing to achieve a 3.0 for two consecutive semesters will result in permission to continue working being denied even if cumulative is above 3.0.

Students may be permitted to work up to 10 hours a week during their 3rd and 4th semesters with written Director approval, and must be making progress on community service hours.

Students may be permitted to work up to F-1 visa limits (20 hours per week) with Director approval after completing their 4th semester.

Taxes

Liability for all local, state and federal taxes rests with the student. The University aids in the filing of the tax forms and the Walton International Scholarship pays all taxes resulting from scholarship grants. Any due income taxes incurred by the student related to student employment or any other source of income will be the sole responsibility of the student.

Name: _____ Sign: _____ Date: _____

No Resale of Learning Materials

Textbooks, digital learning tools, and/or other materials provided to you through WISP cannot be returned to the bookstore for cash reimbursement or sold to third parties. They have been purchased by WISP and any monies realized from their resale or return belong to the WISP.

Loans/Advances

The Walton Program does not make any cash loans or advances of personal allowances.

WISP STUDENT MANUAL EXCEPTIONS

The Director will not allow exceptions to this policy. In the rare case of an exception it must be in writing and signed by the Walton Director and the Vice President. Failure to comply with the stated policies may result in disciplinary action and/or withdrawal of the scholarship. Students may appeal the Directors decision in writing.

Name: _____ Sign: _____ Date: _____