

# Johnson C. Smith University Biddle Institute

## Sit Lux Research/Scholars Program Guidelines and Student Contract

Sit Lux Scholars have been selected to receive enhanced academic support and assistance based on their admissions status. This select group of students is assigned to intrusive advisors who work very closely with classroom instructors. Sit Lux Scholars also participate in co-curricular activities and are expected to meet specific academic goals during their freshman year at the JCSU. *Failure to do so will result in dismissal from the University.*

### Pre-Semester Session Requirements

1. **Sit Lux Scholars are required to attend and successfully complete the University's Pre-Semester Session to be held July 26-August 10.** (Attending the Pre-Semester Session is a condition of Sit Lux students' admission to the University and is required for enrollment in to the Fall 2018 semester.)
  2. Students must successfully complete the Pre-Semester Session to be fully accepted and enroll into the Fall 2018 semester. Successful completion is considered:
    - a. Attending all mandatory activities and programs provided during the Pre-Semester Session.
    - b. Earning a passing grade of a "C" or better in BOTH assigned Pre-Semester Session courses
- \*Failure to successfully complete academic AND attendance requirements will result in revoked admission to the University.**

### Financial Clearance

1. **Sit Lux Scholars must complete the financial clearance process for the Fall 2018 semester, in addition to paying all other University fees, prior to attending the Pre-Semester Session.**
2. Sit Lux Scholars must reside in the on-campus housing.

### Sit Lux Research/Scholars Requirements (courses and major)

1. Sit Lux Scholars enroll into 12-13 credit hours during the Fall semester at JCSU. When a student earns a 2.5 GPA or better at the end of the first semester, he may enroll in up to 16 credits for the second semester. \*Choir and band students are approved to add classes associated with these activities as necessary.
2. Sit Lux Scholars will be instructed and advised by dedicated Biddle Institute faculty teams and ACE Advisors. When students are assigned to a faculty team, s/he can not change his course schedule, which will disrupt the assigned team.
3. Sit Lux Scholars must remain listed as an Undecided major until s/he earns a 2.5 GPA at the end of the first semester or until a 2.0 is earned at the end of the second semester.

### Unsatisfactory Academic Progress

1. **Sit Lux Scholars Program students who earn less than a 1.8 cumulative GPA at the end of two semesters will be dismissed from the University.** There is no appeal for students *academically* dismissed from Sit Lux Scholars Programs. Even though the Office of Financial Aid will offer a financial aid appeal, Sit Lux students are *academically* dismissed.
2. Sit Lux students who earn higher than 1.8 cumulative GPA at the end of two semesters, but less than 2.0 cumulative GPA, will remain in the Biddle Institute for a 3<sup>rd</sup> semester. If students do not earn at least 2.0 at the end of the 3<sup>rd</sup> semester, they will be dismissed.
3. Academic dismissal from the Sit Lux Scholars Program is not subject to appeal.

# Johnson C. Smith University

## Biddle Institute

### Intrusive Support Programming [Proactive Support] and Contact Requirements

1. Meet with the assigned ACE Advisor at least twice per month.
2. Attend classes regularly, in accordance with the requirements of each course and professor. Attendance will be closely monitored and recorded because it impacts financial aid and academic performance.
3. Students must spend a minimum of 10 hours per week in tutoring and academic labs. This includes attending: Languages Lab (writing), STEM Resource Lab (math and CSC), and tutoring from Student Support Services tutors and/or Biddle tutors.
4. Sit Lux Scholars are expected to attend all Biddle Institute meetings, events, and intrusive support activities, including:
  - a. Peer Coach-Mentor communication and activities
  - b. Peer Mentor Study Hall and tutoring by various campus centers
  - c. Co-curricular activities and presentations (related to course work and grades)
  - d. Freshman Class Assembly/Meetings

### Personal Development and Freshman Activities

5. Sit Lux Scholars will participate in group community service initiatives organized by the Center for Applied Leadership and Community Development; these activities are shared in the JCSU News email and are announced prior to the scheduled date. The requirement is to earn 5 hours of community service each semester (Fall and Spring).
  6. Sit Lux Scholars, will participate in the **Freshmen Investiture Ceremony** and **Opening Convocation** in the Fall, and in the **University College Recognition and Awards Program** in the Spring.
    - a. Dress for the Freshman Investiture ceremony is strictly enforced. The attire includes only the following: white shirt/blouse, dark (blue or black) pants, black dress, dark socks/hose, and dark shoes.
    - b. Dress for the University College Recognitions and Awards Program is strictly enforced. Attire includes dress pants, button down or collared shirt, and or dresses. **NO JEANS and NO SNEAKERS.**
- Sit Lux Scholars are expected to display the utmost respect in dress and language both in class and in social venues.
- Sit Lux Scholars who fail to comply with the Sit Lux Guidelines contractual obligations are subject to dismissal from the University.

**Sit Lux Scholars, as Johnson C. Smith University students, are expected to follow the behavior and conduct standards as presented in the Student Handbook. Sit Lux students are subject to the same standards, processes, and consequences as all University students, which may include fines, referrals, and Judicial Board hearings and mandates, if necessary.**

*"I have read and fully understand the Sit Lux Research/Scholars Program Guidelines and Student Contract. My signature indicates my acceptance of the responsibilities and the consequences associated stated herein."*

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Student's Printed Name \_\_\_\_\_

Student's JCSU ID \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

*(only if student is under 18 years of age)*