

CAMPUS OFFICES

Admission Office

If you would like to help the recruitment effort, please stop by the Office of Admission. The staff will be happy to talk about ways you can encourage prospective students to attend New England College. Student workers give tours, assist with on-campus events and telephone prospective students. For more information on how to become involved, please contact the Office of Admission at 428-2223.

Advancement Office

The Advancement Office includes two primary areas of responsibility: Fundraising and Alumni Relations. Fundraising is handled through the Advancement Office obtaining gifts from alumni, parents (current and past), students, friends, corporations, and foundations for the following: the NEC Annual Fund, endowments, scholarships, special restricted projects, and capital needs. Alumni Relations is responsible for coordinating and advising alumni related activities including Alumni Weekend, regional receptions and events, senior class and alumni liaison, alumni communications, the NEC alumni association, newsletters, profiles and class notes for bi-annual *NEC Today* magazine, and alumni directories.

Adventure Bound

Adventure Bound provides adventure-based activities that are focused upon individual and group development. Trips are led by students, faculty, and staff who are trained in wilderness medicine, technical skills, and group dynamics. Trips are designed to be diverse and travel throughout New England and some include the on-campus Low and High Ropes Course. Most trips are free to the student body, few trips cost a minimal amount of money. Students from every discipline participate. Trips take place during the week and on weekends. Please contact Adventure Bound at adventurebound@nec.edu for information and questions.

Alcohol and other Drug Education

New England College has taken a proactive step in dealing with the issues that alcohol and other drugs can bring to a College campus. All members of the College are made aware of the risks of alcohol and other drug use. Through both education and individual services we promote healthy lifestyle choices.

Athletic Facilities

NEC has twenty acres of outdoor fields for athletics. A state-of-the-art turf field was constructed in 2010. In addition, Bridges Gymnasium and the Field House are used for varsity and recreational athletics. The Lee Clement Ice Arena is used for ice hockey, skating classes, and open skate. We have three outdoor tennis courts that are open to all students. There are wonderful wooded trails on campus which can be used for trail running, cross country skiing, or mountain biking.

Athletics Teams

Men's athletic teams include cross-country and track, soccer, basketball, ice hockey, baseball and lacrosse. Women's athletic teams include cross-country and track, soccer, field hockey, basketball, softball, lacrosse and ice hockey. Pilgrim athletics are affiliated with the National Collegiate Athletic Association (NCAA Division III), Eastern Conference Athletic Conference (ECAC) and the North Atlantic Conference (NAC).

Bookstore (Follet Higher Education Group)

www.nec.bkstr.com

The Bookstore accepts personal checks with College I.D./driver's license and also Mastercard, Visa, American Express and Discover. Merchandise: textbooks, school supplies, general reading, computer accessories, NEC clothing and gift items, greeting cards, calling cards, residence hall supplies, health and beauty items, snacks and soda, film developing and dry cleaning service. Textbooks may be returned for a full refund until the close of add/drop for the current term or two days if purchased thereafter. The sales slip must accompany a return, and books must be in original purchase condition. Some textbooks are available for rental through the Rent-A-Text program. To be eligible rent through the bookstore, the student must be at least 18 years old, must possess valid state or government ID, and must have a credit card to put up as collateral. Rented books are due back to the bookstore by the last day of final exams for the semester in which they are used. Rented titles that are not returned by the deadline will be charged out to the collateral. The bookstore will buy back textbooks year-round with current guidebook value. The bookstore has no control over the used book company prices. Books must be current editions, and the

bookstore reserves the right to determine if a textbook is in an acceptable condition. At the end of each semester, the bookstore will pay up to 50% of the purchase price for those titles that have been ordered for the upcoming semester.

Campus Safety

The Department of Campus Safety operates 24 hour/seven days a week from the Campus Safety Building conveniently located on campus for student accessibility. Campus Safety personnel provide a variety of services, from issuing student ID cards and vehicle decals, campus traffic enforcement, night escorts, crime prevention practices, and participation in emergency response procedures. Full-time Campus Safety officers attend a one-week training academy and are certified in CPR and First Aid. Campus Safety dispatchers, an integral part of Campus Safety, are a full-time connection to delivery of safety services to the College community.

Club Sports

Club sports are directed by the Club Sports Council. Students presently coordinate sports reflecting the interests of all students. Sports that have been offered in the past include rugby, ice hockey, volleyball, and ultimate Frisbee. New teams can be initiated whenever there is sufficient student interest. Please call the Director of Athletics at 428-2292 for more information.

Commuter Students

Many of New England College's students live in off-campus apartments or commute from home. These students are considered a vital part of the New England College community and are encouraged to participate in all services and programs available to residential students.

Copy Center

The Campus Communications Office in the Simon Center includes the Copy Center. Copies are 10 cents per printed surface. A coin-operated machine is available in the Danforth Library for student use.

Chartwells Food Service

The goal of the dining service program is to provide well prepared, nutritional and enjoyable meals incorporating suggestions, preferences and needs. New England College offers four meal plan options (19 meals, 15 meals, 10 meals and 7 meals) to students, contingent upon a student's residence area. Students not in residence are eligible to participate in a Commuter Meal Plan. The Commuter Meal Plans are geared specifically to stretch your dollars for meals on campus. As a meal plan member, your student ID allows you access to meals and snacks in Gilmore Dining Hall and the Simon Café. For total flexibility and convenience, we also offer Pilgrim Dollars which can be used at both dining locations. For more information on dining services go to our website at: www.dineoncampus.com/nec or see the Residential Life section of The Compass.

How does the meal plan work?

Meal plans are designed to accommodate students' varied needs. Resident students are required by the College to purchase a meal plan. When you choose a meal plan, your ID card will provide access to meals at the dining location on campus.

How do I use my student ID as a meal card?

After you have obtained a Student ID from Parking and Card Services, you can use it to access the dining hall. Students are required to present their Student ID card before eating at the campus dining location. If you do not present your Student ID card, you will not be permitted to eat.

What happens if I lose my Student ID card?

Report the card as "lost" to Campus Safety and they will issue you a new Student ID card. The cost to replace a new card is \$25.00

What if I have a concern about a particular food item?

Contact either the manager for that location or the Food Service Director at 603-428-2238 to discuss your concern. Bringing our attention to issues as quickly as possible will allow us to resolve potential problems efficiently and effectively.

Do I have to have a meal plan?

All resident students on campus are required to have a meal plan. Meal plans are optional for students living off campus, however, having a meal plan makes eating on campus quick, convenient, and healthy. We strive to ensure our customers receive the most for their money.

Can I bring a guest to eat?

Absolutely. We welcome guests at any time. You can buy a friend or family member's meal.

Can I lend my card or borrow someone else's?

No. Meal plans are non-transferable. For example, you can't give your off-campus friends your Student ID card so they can eat meals on campus. Only you are permitted to eat using your Student ID card.

Are there rules for conduct in the dining halls?

Yes. The dining halls should be comfortable for everyone to gather and relax while enjoying a meal. To meet health and safety regulations, you are expected to wear proper attire (shirt, shoes, etc.) at all times. Students are also expected to clean up after themselves by returning their trays and garbage to the proper receptacles.

What is the theft policy in the dining halls?

The removal of any china plates, silverware, glasses, merchandising props, and food/beverage items (without paying for them) from any dining facility is considered theft of property and is a crime punishable by disciplinary action through the Student Development Office. This policy is strictly enforced in all dining operations. Theft of food service equipment does more than raise costs, it limits the overall operation of food service. If there are more costs to replace equipment, then there is less money to spend on menu selections.

English as a Second Language (ESL)

New England College's ESL courses prepare students for academic success as full-time students. We offer undergraduate non-credit and credit-bearing courses, and ESL courses for entering graduate students. Our courses will provide the language tools necessary for success in your program and the ability to engage your new community. The full-time, undergraduate non-credit course develops proficiency in reading, vocabulary, writing, speaking, and listening. Students will progress to our credit-bearing ESL and College courses upon successful completion. We offer two undergraduate credit-bearing ESL courses levels. The first comprehensively addresses academic language and study skills; the second focuses on academic writing. Both levels provide a gradual transition into the American College experience, allowing students an ESL class alongside their major, LAS, and elective courses. Our graduate ESL classes provide vocabulary, reading, research, listening, and writing skills for your particular program. Students typically take this full-time class for a semester before beginning their graduate courses. Our ESL classes also provide opportunities to utilize English outside of class. Campus life activities, field trips, and cultural events introduce students to their new surroundings - Henniker, New Hampshire, New England, and the Boston metropolitan area. International student orientation provides a comprehensive language assessment for proper course placement, registration assistance, and an introduction to academic life at New England College. The ESL Program Director provides continual individualized English language instruction, academic advising, support, and resource referral for all international students throughout the year. International students follow the same procedure as domestic students if they do not require English as a Second Language (native English speakers or 79-80 minimum on the TOEFL IBT). Our ESL Transitional Program accepts students with low to intermediate English proficiency, expressed by a TOEFL IBT 45 or the equivalent on comparable English proficiency tests. Students must show proof of financial support before the College issues an I-20 (Certificate of Eligibility for Non-Immigrant [F-1] Student Status). We look at each applicant on his/her own merits and evaluate all materials, including coursework, recommendations, extracurricular activities, and an essay to determine acceptance.

Faculty

One of New England College's advantages is that faculty and students can develop individualized learning relationships. Students are encouraged to engage in interactive discourse in the classroom, discuss course content with the faculty and to ask questions when clarification is needed. The importance of talking with the appropriate faculty and staff about academic problems cannot be over emphasized. It is best to talk with the individual most directly involved first. In most cases, this is the faculty member who teaches the course. If the problem cannot be resolved at this level, a student may enlist the assistance of the following (in suggested order of contact): Faculty Advisor, Collegium Chair, personnel in the Pathways Center, Associate Vice President for Academic Affairs and the Vice President for Academic Affairs/Dean of Faculty.

Fax Service

Fax service is available to students at the Campus Communications window. Pricing is listed there as well.

Financial Aid

The Office of Financial Aid provides counseling and assistance to students and parents from the time of initial inquiry until completion of undergraduate studies. Every effort is made to ensure that qualified students are not denied the benefits of a New England College education on the sole basis of financial need.

Gallery

The Gallery presents scheduled art exhibitions throughout the academic year and summer. Internships are available. Contact Academic Affairs for more information.

Graduate and Professional Studies

- Master of Arts in Professional Writing;
- Master of Arts in Public Policy;
- Master of Education; Master of Education: Literacy/Language Arts, Special Education, Curriculum and Instruction, School Principal; CAGS: School Climate Leadership and Facilitation, School Superintendent;
- Teacher Certification and Teacher Conversion Program;
- Master of Fine Arts in Creative Writing (Poetry);
- Master of Science in Accounting, concentration in Forensics available;
- Master of Science in Health Informatics;
- Master of Science in Higher Education Administration;
- Master of Science in Management with concentrations in Sustainability, Health Care Administration, Banking and Finance, Strategic Leadership, Marketing Management, Nonprofit Management, Project Management, Operations Management, and Real Estate Management;
- Master of Science in Mental Health Counseling and Master of Science in Human Services;
- Master of Science in Sports and Recreation Management, with a concentration in Coaching.

The programs are designed and taught for professionals who seek to apply what they have learned to their current work or to advance within their chosen field, or for students who have recently completed their undergraduate degrees. The Graduate and Professional Studies community is made up of students and faculty supportive of the reflective and interactive forum that characterizes New England College. Graduate courses are offered in Henniker, New Hampshire, other locations throughout New Hampshire and Maine, and online.

Health Services (The Wellness Center)

The Wellness Center's mission states, "We believe quality care, education and outreach builds a healthy community where individuals can realize their full potential!" The Wellness Center staff are committed to doing what is necessary to support the overall health of the body and mind. The physical health services are staffed by a registered nurse, nurse practitioners and a supervising medical director. Mental health services are staffed by two full time licensed clinicians, a clinical supervisor and a graduate intern. Daily walk-in hours are available for routine counseling and health issues. Health services provide a menu of services common to a general practitioner's office. These services include, but are not limited to: assessment and treatment of illnesses and injuries, GYN services, nutrition and weight management, laboratory services, prescription writing and refill, immunization, and referral to specialty providers as needed. Students who arrive with needs best addressed by an outside provider can use the Wellness Center to link them with a provider in the area. A list of local specialists is available for review. Mental health services are staffed by two counselors, a counseling supervisor and a graduate student intern. The staff provides *confidential*, individual and group counseling. Some of the concerns addressed include: depression, PTSD, relationship and family issues, communication skills, assertiveness, self-esteem, alcohol and other drugs, eating concerns, conflict resolution, sexuality, anger management, stress and anxiety, as well as rape and sexual harassment. Because counseling sessions may be time consuming, an appointment, scheduled to accommodate your individual needs, may be necessary. An in house psychiatric nurse practitioner is available bi-monthly for review and prescription of needed psychotropic medications. All full-time undergraduate students are covered by the NEC health insurance and can freely access the services of the Wellness Center. There are some services that may require additional private pay (i.e. prescriptions, full OB/GYN exam, full physical, psychiatric nurse practitioner services). A copy of the Student Insurance Plan is available through the Wellness Center.

Human Resources

Students not receiving financial aid who are seeking part-time and/or summer employment on campus may contact the Human Resources Office. The number of part-time and summer jobs on campus is very limited.

Information Technology

The Office of Information Technology installs and maintains all campus technology used for teaching and learning. The College maintains approximately 145 Windows and nearly 40 Apple Mac computers for students located in five campus buildings. The Science Building has four computer labs, two of which feature Macintosh computers for specific academic use. Science also has a mobile wireless cart with 10 laptops and printing capabilities, movable to any classroom in Science. The Danforth Library has a thirty computer lab with printing capabilities. Spaulding Hall's Writing Center has thirty-five PCs and printing capability for use by students in writing courses and both classrooms have Promethean interactive white boards. The CEI (Center for Educational Innovation) has two mobile laptop carts available for classroom use. The Simon Center contains a small lab in the Pathways Center for quick email checks, casual surfing, and printing. All student and instructional buildings on the campus provide wireless network access to complement the primary wired network. In support of the student portfolio program, the CEI has a small design studio containing PCs with scanning and multimedia capability. In addition to computers, the CEI's classrooms are all equipped with multimedia technology including VCR/DVD players, speakers and digital projectors. Room 110 in CEI, named after NEC alumnus David Lockwood, has a high-end multimedia system featuring video and computer projection systems along with high-end audio output. Four CEI classrooms also contain Promethean interactive white boards. New England College has an active online course program, supported through the use of Blackboard course management software. Students can find valuable course supplements and engage in virtual discussions through this medium. Faculty can use the latest design software to produce interactive courses.

International Students

The Associate Dean of Students directs the International Student Program and serves as the principal resource and referral person on campus for international students. The Associate Dean works to promote the success of international students both in and out of the classroom. The office provides assistance or referrals in such areas as immigration, academic advising and registration, orientation, personal counseling, transportation and trips, housing and food services and leadership opportunities on campus.

International Study

Telephone: 603.428.2358

New England College promotes international programs as an important part of its efforts to foster an awareness of world citizenship. We believe in the importance of exposure to different cultures in the personal development of our students. The College maintains cooperative relations with several foreign institutions and provides information on a variety of academic opportunities abroad.

Eligibility Criteria

Students wishing to participate in study abroad opportunities must apply to the Director of Career and Life Planning in advance of the projected study abroad and meet the following criteria:

- *Students should have successfully completed a minimum of 30 credits in residence at New England College. Transfer credits from other Colleges will not normally be applied to this credit total;*
- *Students should have achieved sophomore status or above;*
- *Students must have good academic and social standing, including a cumulative grade point average of no less than 2.5 in credits earned at New England College;*
- *Any student not meeting these conditions may petition the Academic Standards Committee.*

Application Deadline

The priority date for semester-long study abroad applications is the end of the second week of the preceding semester of the intended study. Deadline dates for regular applications to study abroad programs are no later than October 15 (for the Spring semester) and March 15 (for the Fall semester). The application fee for study abroad programs is set at \$250 (of which \$50 is non-refundable).

Costs for Study Abroad

Normally, NEC students enrolled in semester-long study abroad programs will continue to pay tuition, room, and board to New England College, which will in turn pay the tuition, room, and board expenses at the study abroad location. New England College students studying abroad in an approved program continue to be eligible for most of their institutional and federal financial aid. Please contact Student Financial Services for further details. Additional scholarships may be available through our study-abroad partners.

Public Information

The Director of Public Information serves as the primary spokesperson for the institution with responsibilities for all media and public relations contacts in addition to internal and external publications and website management.

Library (H. Raymond Danforth)

The Danforth Library provides materials for both classroom activities and outside interests. These materials include books, periodicals, records, CDs, DVDs, and more. Students are encouraged to ask the reference librarians for help with their research and information needs. Librarians also conduct formal instruction in research methods as well as electronic resources.

Mail Center

Mailboxes for students, offices and faculty are located at Campus Communications in the Simon Center. U.S. Mail, FedX, UPS, etc. can be shipped and received. "Change of Address" forms are available for mail to be forwarded during semester breaks, leave of absence, and summer break and after graduating. Please use this form for your address: Student Name, New England College, 98 Bridge Street NEC Box #, Henniker, NH 03242-3296

Media and Communications

Students wishing to gain experience in writing, publishing, design and marketing may join the staff of The New Englander (student newspaper). Students wishing to gain experience in broadcast journalism and communications may join the staff of WNEC - FM, the College, non-profit, noncommercial progressive radio station.

Outdoor Leadership

New England College is uniquely situated for a student who would like to develop their skills and knowledge to hold a career in the fields of adventure and outdoor leadership. Outdoor Leadership is a diverse spectrum of study allowing the students to enhance their interest and skills in any outdoor activity. New England College is in close proximity to mountains, the ocean, lakes and rivers to develop a wide array of skills.

For more information, stop by the faculty office in the Simon Center. The degree in Outdoor Leadership is closely aligned with the activities run through Adventure Bound. Many students who major in Outdoor Leadership also lead Adventure Bound trips for the student body.

Parents Emergency Loan Fund

Any student with a valid ID may borrow up to \$40 through the Office of Student Development from the Parents Emergency Loan Fund (PELF) for a period of two weeks. These loans are short term and must be repaid promptly to enable other students to use this service. A student may be denied future loans if prior loans are not repaid promptly.

Pathways-Academic Success Services

Since its founding in 1946, New England College has emphasized its small classes and its student-centered education. Pathways-Academic Success Services provides NEC students with comprehensive academic support services that focus on individualized student attention and meaningful academic support. Comprised of the Pathways Center (located on the 4th level of the Simon Center) which houses Academic Advising, Career and Life Planning, ConNECTIONS, Mentoring, and PASS offices, as well as the Tutoring Center (located on the second floor of the Danforth Library) and Disability Services Office (Located in CEI), Pathways-Academic Success Services provides a wealth of support options that assists students in their quest to become independent, motivated, and successful learners.

Pathways - Academic Advising

Telephone: 603.428.2299

Students wishing to improve their ability to plan their time at College and chart an effective academic path can obtain supportive academic advising at the Academic Advising Office. Pathways advising staff will provide accurate information regarding courses of instruction, resources, and College policies and procedures to aid students in pursuing their intellectual goals. Students in academic difficulty can also confer with the professional staff at Pathways Academic Success Services to obtain additional support and strategies for success.

Pathways - PASS (Positive Academic Support System)

Telephone: 603.428.2247

Consistent with the College's mission statement, we support students of diverse academic backgrounds and assist them in achieving their full intellectual, personal and social potential. PASS is a program designed to guide students who may struggle with academic success. Students in the program meet with a member of the Pathways team on a weekly basis and are encouraged to take advantage of the other support services available on campus. In addition to various outreach programs including the PATH 1010: *Transitions to Academic Success* course, PASS specifically provides guidance and support to students who have been placed on academic probation.

Pathways - Mentoring Program

Telephone: 603.428.2247

The goal of the Mentoring Program is to support students as they become self-motivated, independent learners and citizens. This is achieved through a variety of academic, social and personal development strategies provided by a Professional Mentor. The Professional Mentor promotes a proactive, collaborative approach to student success. Mentors are the central facilitator for student issues, maintaining regular contact with students, faculty, and families. Mentors provide direct support as well as connect students to existing resources within the College including Tutoring, the Wellness Center, Academic Advising, Residence Life, Career and Life Planning, Disability Services, and Student Involvement to encourage optimal academic and personal achievement. Mentoring is intensive, with at least three scheduled meetings each week. Mentors develop strong relationships with students, providing emotional support, encouragement, and valuable feedback. Mentors help students manage their time, stay organized, develop and reinforce good study habits, and strengthen communication skills. Mentors encourage thoughtful, intentional actions and decision making, though decisions are ultimately made by the student. Students may enroll in the Mentoring Program for an additional fee. For details or questions please call 603.428.2247.

Pathways - ConNECtions Program

Telephone: 603. 428.2931

The Connections Program works synergistically with academic departments and is part of Pathways-Academic Success Services. Within the ConNECtions program, a specific and targeted emphasis is placed on connecting all first year and transfer students to a CoNECtions Coordinator who acts as a personalized contact in the New England College community. All ConNECtion Coordinators are professional staff members at New England College. ConNECtion Coordinators operate on the assumption that individual relationships and meaningful environments help students feel supported, valued, and challenged. An emphasis is placed on students being active learners which supports and fosters successful graduates and engaged global citizens. As an active learner, students are not merely bystanders in their educational pursuits. Instead, students approach academics energetically taking greater responsibility for their own learning.

Pathways - Tutoring Center (*located at the H. Raymond Danforth Library*)

Telephone: 603.428. 2276

As part of Pathways commitment to student academic success, the Pathways-Tutoring Center provides tutoring services to *all* student populations of New England College in a welcoming and supportive environment. The Pathways-Tutoring Center is located on the second floor of the H. Raymond Danforth Library and provides a variety of academic services including professional and peer-tutoring programs. Professional tutors are available six days a week (usually from 8:30 AM until 10:00 PM) and offer free, drop-in, and scheduled tutoring appointments to individuals and groups. Peer tutors offer tutoring in select academic disciplines in an effort to assist students in the adjustment, satisfaction, and attainment of their educational goals. Working closely with faculty and staff, the Center encourages students to excel at their academic goals. The Center's major objective is to foster student academic success while encouraging independent learning.

The professional tutors provide academic tutoring in such areas as writing development, time management, study techniques, test-taking strategies, and goal-setting processes, as well as select subject area tutoring in a number of academic disciplines including: Mathematics, Science, and Business. At the core of our services are the following:

- *Writing support:* We assist students in all facets of the writing process (brainstorming, critical thinking development, organization of ideas, thesis development, outline preparation, revision strategies, and editing strategies). Our writing support is holistic in nature. We model effective writing strategies and support students in their development of specific writing assignments. While we do identify grammatical or syntactical errors in written work and then model how to effectively fix those errors, we are not an editing service.

- *Critical reading skills:* We model active reading strategies such as previewing texts and exploring various note-taking formats and strategies. While noting key points and outlining chapters, we teach summarizing, paraphrasing, and analytical skills for the purpose of entering into a dialogue that entails synthesis of information and analysis.
- *Time management and study skills:* We review course syllabi and co-curricular activities with students and help them learn to create schedules that will lead to the most effective use of their time. Additionally, we teach effective study strategies tailored to individual student needs.
- *English as a Second Language:* We assist those students for whom English is not their primary language with reading and writing skills and facilitate small group conversation practice sessions.
- *Peer Tutoring services:* Peer tutors strengthen the academic climate on campus and serve as academic peer-mentors. Peer Tutoring is available in select academic disciplines.

Pathways - Career & Life Planning (CLP)

Telephone: 603.428.2358

With the help of career advisors at Pathways, students can develop comprehensive career and life plans consistent with their skills, interests, values and personal characteristics; acquire skills by engaging in co-curricular, work and service activities successfully; demonstrate the results of their experiences in and out of the classroom and effectively present themselves, and; make connections in the world of work and further study.

As part of Pathways, Career and Life Planning works with the entire College community in order to accomplish its mission. CLP actively engages students and ensures students access to comprehensive services in the following areas, consistent with their interests and abilities:

- *Career development: choice of major, interest “testing,” resume and interview preparation, the job search and employer contacts*
- *Internships*
- *Study abroad*
- *Graduate school application and acceptance*

Pathways - Disability Services

Telephone: 603.428.2302

Academic Accommodations (NEC Policy est. 2006)

New England College has a history of success in challenging and supporting students of diverse academic backgrounds who wish to achieve their full intellectual and personal potential. Unlike some schools designed exclusively for students with learning differences, New England College does not have a special program. We have found, however, that our support services can meet the needs of students who are good self-advocates and who do not require formal, structured services, but who can find success when offered academic support in conjunction with small classes and personal attention by faculty. Typically, these students have done well in “mainstream” College preparatory programs in high school. Students in high school derive most of their rights to accommodations from IDEA, a federal law which entitles students to an education. The responsibilities of post-secondary schools are significantly different from those of school districts. Colleges must provide equal access to an education, but are not required to produce a certain outcome. Students will be required to follow New England College’s Needs Assessment process in order to be eligible for accommodations. New England College is committed to assuring equal access to all of its programs, services, and activities. Students needing accommodations (such as extended time on tests, permission to tape lectures, wheelchair accessibility, etc.) should set up an appointment with the Disability Services Office. To be eligible for accommodations the student will need to have current, appropriate test results (within the last three years) that are submitted to the Disability Services Office. For a diagnosis of LD, the tests needed are: the WAIS, the Woodcock-Johnson, and reading and writing tests if available. These will need to be on file with our office, and a Needs Assessment form completed at least one week before accommodations can be provided. When working with outside agencies the process may take longer than one week. The testing must be administered by a licensed, qualified professional and must include a diagnosis and specific recommendations. IEP’s, minutes from 504 planning meetings, or letters from school officials are not acceptable as legal documentation; however, they can be provided along with the required testing so that the Director of Disability Services can more fully understand the needs of the student. Other types of disabilities must be documented by a certified medical and/or mental health professional, and must include a current detailed diagnosis (within the last three years). Regardless of the learning need or disability, the Disability Services Office needs to be contacted as it handles all requests for accommodations. The College reserves the right to review documentation and determine individual accommodations and services. Also, relevant information from disability documentation may be shared

with College personnel when needed to provide services and accommodations. All questions about the College's compliance with ADA/504 should be directed to the College's Compliance Officer in the Disability Services Office.

Recreational Sports

Competitive and non-competitive opportunities are open to all students. Activities include team and individual sports and recreational events. Offerings are based on student interest and needs. Anticipated offerings include: tennis, ultimate frisbee, volleyball, soccer, softball, skiing, ice hockey and flag football.

Registrar

The Registrar's Office can offer assistance and problem solving regarding: registration, grades, course schedules, transcripts, classroom allocations, withdrawal, directed and independent studies, internships, academic appeals, etc.

Simon Center

The student center includes: meeting rooms, Sayce Lounge, Reflection Room, Simon Café, Tortington Arms West Pub, Communication Center, Bookstore, ATM, Student Involvement Office, Outdoor Leadership/Adventure Bound Office, Student Development Office, Residence Life & Housing Office, Pathways Center and several student clubs and organizations offices.

Student Involvement

The Office of Student Involvement provides leadership opportunities for students in areas such as clubs, organizations, Greek Life, orientation leader positions, work study positions, and through our leadership program. Student Involvement oversees and collaborates with other departments on many of the major events on campus such as Pancake Breakfast, Pilgrim Pride Day, Alumni and Family Weekend, the ConNECtions Fair, Up All Night, weekend programs, and more. Students can become involved in over 25 different clubs and organizations on campus that are student centered and led. For a complete list of clubs, organizations, and Greek organizations, please visit the Office of Student Involvement in the Simon Center.

Student Senate

The Student Senate is responsible for promoting the welfare and interests of students and fostering open communication between students and the College's administration. Elected by the student body, the Senate is a clearinghouse for student views, opinions and interests. Senate allocates and monitors funds to student clubs and organizations.

Special Events

Alumni and Family Weekend

Alumni and Family Weekend is held early in the fall semester and is an annual event providing alumni the opportunity to return to campus and families of current students to visit campus. Class reunions, focused mini-reunions, athletic events, awards ceremonies and other special events and celebrations are held over the 3-day period. The Office of Advancement and Office of Student Involvement coordinate these events, making the weekends enjoyable and meaningful for alumni, students, faculty and staff.

Alternative Spring Break

Spring Break is a time for travel, rest and adventure. Alternative Spring Break includes all the previous components but adds community service to the list of spring break "musts." In the past, Alternative Spring Breaks have taught in inner city schools, worked in soup kitchens in Washington, D.C. and built homes with Habitat for Humanity in Mississippi, Alabama, and Florida.

Commencement

Commencement is the most special function of the year. Senior Week, held several days prior to graduation, includes many events for the senior class.

ConNECtions Fair

The ConNECtions Fair provides a fun and easy way to discover what there is to do on campus and how to get involved, while at the same time allowing you to find jobs on campus through our work study program. This event is sponsored by the Office of Student Involvement.

Fall Convocation

Convocation is a ceremony that occurs on the second day of classes in the fall semester to celebrate the new academic year. The entire College community, faculty, staff and students assemble to celebrate the beginning of a new year and honor the academic achievements of its members.

Founders' Day

New England College was founded in 1946 to serve the educational needs of veterans returning from World War II. Each year, the NEC community celebrates the founding of the College on the second day of the spring term. Faculty, staff, and students gather to honor the history of the College and to kick off the spring semester.

International Night

The International Student Association sponsors International Night, a traditional evening of exotic food and entertainment prepared for and by the College community and its guests.

Special Facilities

Dark Room

The campus dark room, located in Fitch Barn, is available for student use by enrolling in a photography course or through permission of the photography instructor.

Ceramic Studio

The ceramic headquarters are also located in Fitch Barn. Students are able to use the facilities if they are enrolled in ceramics courses or by obtaining permission from the ceramics instructor.

Preston Barn Art Gallery

Located adjacent to the Administration Building in Preston Barn, the Gallery hosts visiting exhibits to the New England College campus as well as student and faculty work.

Mainstage Theatre

The stage for all major Theatre Department productions, this theatre is located in the Science Building. Because of the construction of the theatre and the talent of the performers, it is almost impossible not to have a good seat or a good time.

Studio Theatre

The Studio Theatre is a quaint "blackbox" theatre. It provides a setting for the many productions performed during the year. These productions are completely student directed, produced, and staged.