

# Catalog Declarations

## Declarations

- The provisions of this catalog are not to be regarded as an irrevocable contract between Mary Baldwin University and the student. The university reserves the right to change any provision, program, regulation or requirement at any time and to determine its applicability to present or previous students.
- The regulations as stated in the catalog form the official basis for all academic performance. Members of the faculty and staff are available for conference and advice, but the individual student is fully responsible for compliance with all catalog requirements and regulations. The following list shows various information that will be disclosed to current and prospective students upon request pursuant to the Higher Education Amendments of 1998.
- Financial Aid information about programs available, application forms and procedures, eligibility requirements, criteria for selection, criteria for determining amount, satisfactory progress standards, disbursement methods, loan terms, and employment details when employment is part of the student's financial aid package is available from Mary Baldwin University admissions and office of financial aid and student campus employment, Mary Baldwin University, Staunton, VA 24401, 800-468- 2262 or 540-887-7019 (admit@marybaldwin.edu).
- Completion and Graduation Rate information available from the office of the university registrar and institutional reporting, Mary Baldwin University, Staunton, VA 24401, 540-887-7071.
- Institutional Security Policies and Crime Statistics information available from campus security office, Mary Baldwin University, Staunton, VA 24401, 540-887-7000 and at [www.marybaldwin.edu/safety](http://www.marybaldwin.edu/safety).
- Athletic Program Participation Rates information available from athletic director, Mary Baldwin University, Staunton, VA 24401, 540-887-7062.
- Equity in Athletics/EADA Report is available from athletic director, Mary Baldwin University, Staunton, VA 24401, 540-887-7062.

## Accessibility

Mary Baldwin University is committed to creating a learning environment that meets the needs of its diverse student body. If you anticipate or experience any barriers to learning in this course, due to a documented disability, please contact Ms. Stephanie Hutchinson, Director of Accessibility Services to request testing or classroom accommodations ([sdhutchinson@marybaldwin.edu](mailto:sdhutchinson@marybaldwin.edu), 540-887-7250). Required documentation must include an evaluation by an appropriate medical professional and must describe the current impact of the disability as it relates to the request for accommodation, in compliance with the ADA.

## The Academic Resource Center

The ARC provides writing, math, and subject-area tutoring services. Residential students can meet with tutors virtually or face-to-face in the Center for Student Success, on the first floor of Grafton Library. Online and

remote students can work virtually with tutors on papers, assignments, and test-taking strategies. Appointments are scheduled through HandShake. For more information, contact Ms. Stephanie Hutchinson, Director of the Academic Resource Center, [sdhutchinson@marybaldwin.edu](mailto:sdhutchinson@marybaldwin.edu) or [ARC@marybaldwin.edu](mailto:ARC@marybaldwin.edu)

## **Accreditation Statement**

Mary Baldwin University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award baccalaureate, masters, and doctorate degrees. Questions about the accreditation of Mary Baldwin University may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website ([www.sacscoc.org](http://www.sacscoc.org)).

## **SARA Student Complaint**

Every student deserves a positive educational experience. Sometimes a student's experience may not be what they anticipate, and the student may have a concern or a complaint.

SARA consumer protection provisions require the institution's home state, through its SARA State Portal Entity, to investigate and resolve allegations of dishonest or fraudulent activity by the state's SARA-participating institutions, including the provision of false or misleading information.

A student has the right to lodge a complaint or grievance. The institution should ensure that all concerns and complaints of students are addressed fairly and are resolved promptly. Student complaints relating to consumer protection laws offered under the terms and conditions of the State Authorization Reciprocity Agreement (SARA), must first be filed with the institution to seek resolution.

The student should begin the complaint process with the institution and if resolution is not found, the student would contact the institution's home state SARA Portal Entity. NC-SARA maintains a directory of SARA [State Portal Entities](#).

## **Nondiscrimination Statement**

Mary Baldwin University does not discriminate on the basis of sex or gender (\*see exceptions for admission to programs within the College for Women), nor does the university discriminate on the basis of race, national or ethnic origin, color, age, disability, religion, veteran's status, sexual orientation, gender identity, or gender expression in its educational programs, admissions, co-curricular or other activities, or employment practices. Inquiries may be directed to the Director of Human Resources, 540-887-7367, Student Activities Center 312, Mary Baldwin University, Staunton, Virginia 24401. \*Exceptions within the College for Women: Virginia Women's Institute for Leadership, Program for the Exceptionally Gifted. (November 2017)

## **Official University Communication**

Email is the official means for communication with every University student regardless of year or enrollment status. The University will send official communications to enrolled students by email using their primary email addresses. Students are expected to open and read those communications in a timely fashion.

Official Communication is defined as communications that include content related to a student's enrollment, financial responsibilities, and compliance with University policies and procedures.