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CIU | PRISON
INITIATIVE

Student Handbook

2019

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Table of Contents

CIU’s Mission & Message	5
Five Core Values	7
The Meaning of a Degree	8
Doctrinal Standards	9
Spiritual formation at CIU	11
Community Life at CIU	14
Section 1: Student Rights & Responsibilities	15
Section 2: Explanation & Clarification	21
Integrity	22
Chapel	23
Lord’s Day/Sunday Observance	23
Quiet Time	23
Class Attendance & Behavior	23
Plagiarism/Cheating	23
Alcohol, Tobacco, Illegal Drug Use & Contraband	24
Gambling	24
Dress Code	24
Harassment	24
Movies, Television & Music	24
Computer Use	26
Human Sexuality	26
Relationships & Expression of Romantic Affection	27
Section 3: Additional Important Information	29
Student Services	30
Resources & Provisions for Student Failures and Problems	33
Disciplinary Measures	34
Academic Integrity Policy	36

CIU'S MISSION AND MESSAGE

Welcome to CIU! If you haven't figured it out already, you will soon realize CIU is a mission-driven university. Here's the way we express it in our purpose statement:

CIU educates people from a biblical worldview to impact the nations with the message of Christ.

The Prison Imitative mission statement flows from the CIU purpose statement:

To train inmates to live in accordance with biblical principles and to equip them for the unique ministry opportunities afforded by their incarceration.

CIU not only has a mission but also has a message. That message is two-fold: one part is about who you are becoming in Christ, and one part is about how God wants to use you to reach the whole world. It's summed up by our motto: To Know Him and to Make Him Known.

Notice that we did not say CIU is a perfect university. That goes for the institution and for the people who make it up – faculty, staff, and students. We are not perfect and believe that we will not be this side of heaven. But that does not mean we have a pessimistic view of the Christian life or of Christian growth. On the contrary, we believe that genuine and ever-increasing freedom and fulfillment – many people within our heritage have called it victorious Christian living – is the birthright of every Christian. Here's what CIU President Emeritus Robertson McQuilkin says about it:

Freedom – power to be all that I was meant to be....Free at last – from the dark cloud of guilt for sins past, from the dominating control of a sinful disposition, and from apprehension or fear about the future. Free! ...And then there's fulfillment.... God's design was to have us fill up on Him as the grand possession, the ultimate pleasure, our true identity. Only then will we be filled full. And then, no matter what things, enjoyment, or approval we feel is lacking, we can still be full! [McQuilkin, J.R. (Ed). (1997). *Free and Fulfilled: Victorious Christian Living in the 21st Century*. Nashville: Thomas Nelson.]

If we are to impact the nations with the message of Christ, we do so as servant leaders. Leadership is not defined primarily in terms of *role*. Leadership's essence is *influence*. CIU aims to help you, by God's grace, to become a person of influence for God, one whose influence is expressed through sincere service to Christ and to others in His name. That means you are

going to undergo **tougher-than-average training, and you're going to be held to a higher standard: no apologies**—but with plenty of grace and support along the way.

We believe passionately that all true learning consists of and is expressed in terms of a transformed life. We speak of education in three dimensions: content, character, and competence. Of course, you're going to be exposed to a mountain of new information and encouraged to learn it deeply, not merely to memorize minutiae. We also hope you will gain an understanding of your natural and spiritual gifts and grow in your capacity to exercise them with great skill. But all is lost if you amass knowledge and hone skills apart from a transformed life. Every aspect of CIU – classes and academic studies, student life, residence life, chapel and prayer days, relationships, ministry skills development, and student activities – has as its core ambition to help you in your spiritual formation. This is not an *aspect* of your CIU education; it is the *essence* of your CIU education.

Five Core Values

Five Core Values provide a foundation for life and action at CIU. These are:

1. AUTHORITY OF SCRIPTURE

In its ministry, training and institutional life, CIU holds to the authority of the inerrant Word of God, applying its principles and obeying its commands, while refraining from dogmatism where the Bible is silent or open to more than one legitimate interpretation.

2. Victorious Christian Living

Together with its commitment to biblical authority, CIU encourages its students to live, teach and promote a life of godly choices and Christian growth through involvement in the local church. We affirm the necessity of yielding to Christ as Lord

3. WORLD EVANGELIZATION

CIU is committed to carrying out Christ's command to make disciples of all nations. To that end, we are all a part of the effort to prepare Christians for service in ministries that support the establishment of healthy, reproducing churches at home and abroad.

4. PRAYER & FAITH

We endeavor to model our firm conviction that regular individual and corporate prayer is essential for worship and holy, fruitful Christian living. We seek to be a community marked by joyful reliance upon God for material provision, victory over sin, growth in Christlikeness, and fruitfulness in ministry.

5. EVANGELICAL UNITY

We are committed to embracing other evangelical Christians of similar convictions for purposes of fellowship, encouragement, edification and ministry.

The Meaning of a Degree

Community expectation (evangelical or secular) does not ultimately determine the meaning of a degree from CIU. We are responsible to define our own purpose and establish our own achievement standards. The Associate of Arts Degree will provide a basic understanding of the Bible, the principles of Bible interpretation, and essential Bible skills. The A.A. Degree will provide significant training for competent and authentic Christian service. Criteria for granting a degree are designed to reflect the student's character as well as the student's competency in mastering course content and application.

Because of the whole life training character of the program and CIU's basic objective, "To know Him and to make Him known," earning a degree at CIU involves more than merely meeting academic requirements. It also requires that the student reflects adequate achievement of CIU objectives (including such non-academic areas as personal morality, positive interpersonal relationships, and active chapel service involvement). Although non-academic objectives cannot be measured with complete objectivity, we believe valid and useful assessment is possible and necessary.

To qualify for a degree doctrinally, students must demonstrate an accurate understanding of basic biblical doctrines and be in agreement with the institution's doctrinal statement (with the exception of the final sentence, which is not a mandatory requirement). Students must also demonstrate an accurate understanding of the doctrine of the inerrancy of the Scriptures and affirm belief in that doctrine.

The Associate of Arts degree provides the opportunity for distinctive outcomes and unique opportunities for educational and spiritual growth. Though you will not have direct access to the CIU campus environment, you will have chapel times, corporate prayer, and the opportunity to share your faith. We are confident you will benefit from a close relationship with fellow students as you study together, pray together, and share together. It is probable that you will encounter situations that will try your faith, that will require taking a stand, and that will possibly lead to intimidation and threat. But you also will be in contact with godly professors who will be open to praying with you in any way that is appropriate. As you study and apply what you are learning, you will grow intellectually and spiritually. When you graduate, you will be equipped to convey what you have learned, minister to those in need, and be peacemakers and caregivers to those around you.

Doctrinal Standards

Studying at Columbia International University is based on the great fundamentals of the Christian faith, all of which center in the person of Jesus Christ, our crucified, risen, and glorified Savior and Lord. The following, together with other Christian principles of doctrine and practice, including the affirmation of the full trustworthiness of Scripture, which in its original writing was verbally inspired and without error, shall be the basis of the faith and doctrine of Columbia International University.

- The Bible is the inspired Word of God, the written record of His supernatural revelation of Himself to man, absolute in the authority, complete in its revelation, final in its content, and without any errors in its teachings.
- All men in their natural state are lost, alienated from God, spiritually dead: “All have sinned, and fall short of the glory of God” (Romans 3:23).
- Salvation is only by grace, a free gift of God, through faith in the Lord Jesus, who died for our sins according to the Scriptures (I Corinthians 15:3). Those who thus receive Christ by faith have their sins forgiven (Ephesians 1:7), their hearts cleansed (Acts 15:9), are born of the Spirit, become children of God (John 1:12, 13), and are made new creatures in Christ (II Corinthians 5:17).
- Our Lord Jesus rose from the dead in the same body that was laid to rest in the tomb (John 20:25-27). The bodies of all believers who die will be raised from the dead, and they will receive an incorruptible body like unto His glorious body (I Corinthians 15:53; Philippians 3:21). All other men shall be raised until “the resurrection of judgment” (John 5:28, 29). Christians, born of the Spirit, are to live the new life in the present power of the Spirit. “If we live by the Spirit, by the Spirit let us also walk.” (Galatians 5:16-25; Colossians 2:6). The Christian’s responsibility and his normal attitude of life is to yield himself to God (Romans 6:13), trusting God to keep him.
- Christian living includes Christian service, the winning of souls around us, and the preaching of the Gospel in the uttermost parts of the earth. In carrying on this work there is needed the supernatural power of the Holy Spirit which is granted to every believer as he yields and trusts (Acts 1:8, I Corinthians 12:7; Ephesians 3:20; Acts 5:32). And in all of this service, prayer is to have the central place (John 14:12-14; Ephesians 6:18-19).

- Jesus Christ will come again to earth the second time (Hebrews 9:28), personally (Acts 1:11; I Thessalonians 4:16), bodily (Acts 1:11; Colossians 2:9), and visibly (Matthew 26:64; Revelation 1:7). His coming will precede the age of universal peace and righteousness foretold in the Scriptures (Matthew 24:29-30, 42; II Thessalonians 2:7-8; Revelation 20: 1-6). (Candidates for graduation need not affirm the premillennial position.)

Spiritual Formation at CIU

Spiritual formation is the divinely ordained transformational process by which the Holy Spirit leads believers to embrace the Lord Jesus Christ through the Word of God, and by that relationship become progressively more free from sin and more like Christ. The Spirit's formative work occurs in the context of a vital engagement with a community of believers.

We challenge you to earnestly pursue spiritual formation during your time at CIU. Our goals for spiritual formation encompass five areas: relationship with God, biblical self-image, relationship with the body of Christ, personal relationships, and relationship with the world. The Bible—God's written Word—provides dynamic direction for growth in each of these five areas as we study it, submit to its teachings, and trust the Holy Spirit to transform us through it. As students, faculty, and staff progress in their maturity in these five areas, our transformation will make a powerful difference in the world, whatever our individual vocation or calling. A summary of our goals for spiritual formation follows.

**These goals are at the heart of why we do what we do...
...even the standards.**

Relationship with God – Believers should demonstrate a growing intimacy in their relationship with God, as evidenced in these areas:

Worship: An understanding of and commitment to worship as the believer's expression of knowing God as Father, yielding to Christ as unconditional Lord, and trusting the Holy Spirit for His transforming work.

Prayerfulness: A pattern of life that reflects the conviction that both individual and corporate prayer is essential in pursuit of God's purposes for holy living and productive ministry.

Faith: Trust in and joyful reliance upon God and His Word for growth in Christlikeness, increasing victory over sin, effectiveness in ministry, and material provision.

Biblical Self-Image – Believers should demonstrate a biblical understanding of themselves rooted in Christ, as evidenced in these areas:

Confidence: An understanding of, and commitment to God’s sovereign purpose over all areas of life — past, present, and future. Knowing our heavenly Father has a purpose for the process gives comfort for the present and hope for the future.

Self-discipline: A life that reflects self-control, saying no to whatever might harm or distract us and yes to whatever benefits and focuses our growth in Christ.

Stability: Growing freedom to live as new creatures in Christ, free from deception and experiencing victory over one’s past.

Relationship with the Body of Christ – Believers should demonstrate a growing relationship with the body of Christ as evidenced in these areas:

Community: An understanding of, and commitment to the local and universal Church as a multicultural and multiethnic body for the achievement of Christ’s purposes within the context of stable and meaningful relationships with fellow believers.

Unity: Ability to love and work harmoniously with peers, leaders, and those served.

Submission: Surrender to the Word of God and the Lordship of Christ in relating to those in authority.

Personal Relationships – Believers should demonstrate a growing maturity in personal relationships, as evidenced in these areas:

Purity: An understanding of, and commitment to integrity in relationships with others and in personal thinking.

Faithfulness: Consistent loyalty and responsibility in performing duties, fulfilling agreements and obligations, and sustaining deep relationships for mutual edification.

Servanthood: Humble acknowledgement of God’s faithful provision of our status, gifts, possessions, and accomplishments, and a readiness to sacrifice personal preferences and freedoms for the gospel’s advancement.

Relationship with the World – Believers should demonstrate a desire to serve God fully as they engage the world, as evidenced in these areas:

Eternal perspective: An understanding of, and commitment to the Great Commission implications of our calling.

Conviction: Commitment to live in terms of internalized biblical principles that guide and stabilize attitudes and behavior, and a readiness to stand on biblical authority.

Perseverance: Grace when confronted with opposition, determination when confronted with obstacles, and resiliency in the wake of failure.

Love comprises the driving force in our relationship with God and with all others. Scripture encourages us to “put on love, which is the perfect bond of unity” (Colossians 3:14; NASB). We love when we, at our own expense, give and withhold emotions, words, and actions for the benefit of those we love for the ultimate glory of God.

Community Life at CIU

Our desire is that everyone at Columbia International University seeks to live a Christlike life that exemplifies the fruit of the Spirit. Because Christ first loved us, we should be motivated to love and serve each other in our community. Whether articulated or not, every community has certain expectations, rules, or standards. Our primary expectation is that each member of the CIU community abides by the clear teachings of Scripture.

CIU has standards we believe are helpful in enabling us to live together in harmony as a university community, to promote unity within the larger evangelical community, and to foster growth in various aspects of our lives (physically, emotionally, spiritually, and intellectually). While particular standards may not be equally valued by each member of the community, all standards are to be upheld during our time within this community. There are three different types of standards, yet all are important:

1. Some standards mirror scriptural commands or express the clear teaching of Scripture;
2. Some standards represent our attempt to apply clear scriptural principles within the context of our educational mission and cultural environment;

Not all of our standards are straight out of scripture! Some are there because we live in community

3. Some standards help us express community unity and show mutual respect for one another in an educational environment.

Our community standards and lifestyle expectations are on the pages that follow. It is not our intention that any of these standards be a stumbling block or a point that seems to diminish the grace that should be present in our educational community. Feel free to talk to one of the Prison Initiative or Student Life staff for a fuller explanation of, or rationale for, any of CIU's standards and expectations. The remaining pages contain the following:

- I. Student Rights and Responsibilities: as a student, what you can expect from CIU and what CIU expects from you.
- II. An explanation and clarification of certain items from section I
- III. Other information related to standards or university services that you need to know. (A signature page follows this section.)

SECTION I:

**STUDENT RIGHTS AND
RESPONSIBILITIES**

Scriptural Commands and Clear Teaching

The God revealed in the Bible desires to transform, illumine, and empower faculty, staff, and students. He is the source of all authority and has power to transform His children into the image of Jesus Christ; He is the one who changes our lives in community.

Scripture teaches that certain attributes are available to individuals through the Holy Spirit. These attributes include *“love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control; against such things there is no law”* (Galatians 5:22-23; NASB). This “fruit of the Spirit” is to be sought, encouraged, and demonstrated in our relationships.

In contrast to encouraging these positive attributes of the heart, Scripture condemns attitudes such as greed, jealousy, pride, lust, and hatred. Although these attitudes are sometimes difficult to discern, they can hinder relationships with God and others and lead to unacceptable behavior. Certain behaviors are expressly prohibited in Scripture and therefore are to be avoided by members of the Prison Initiative community. These include theft, gambling, lying, dishonesty, gossip, slander, backbiting, profanity, vulgarity (including crude language), sexual promiscuity (including adultery, homosexual behavior, premarital sex, and pornography), drunkenness, and occult practice.

SCRIPTURAL PRINCIPLES CONTEXTUALLY APPLIED AT CIU

Within the context of our educational mission and cultural circumstances, certain responsibilities represent our attempt to apply clear scriptural principles at CIU.

These responsibilities include, but are not limited to:

- The responsibility to actively participate in the university’s life of prayer and faith:
 - To observe Sunday as a special day of rest, worship, and service to the Lord. This includes involvement in a local church;
 - To have a time of daily communion with the Lord in prayer and meditation on the Word with a focus on personal godliness, spiritual growth, right relationships with others, and God’s direction for life;
 - To attend chapel services for worship, inspiration, fellowship, spiritual growth, and the dissemination of community information;
- The responsibility to practice complete honesty in connection with course work, interpersonal relationships, and daily activity in every setting:
 - To acknowledge the source of words, sentences, ideas, conclusions, examples, and/or organization of an assignment that is borrowed from a book, an article, another student’s paper, tapes, etc.;

- To use only legally authorized duplication and/or distribution sources for music and movies.
- The responsibility to uphold a level of behavior consistent with the university's model of training for Christian servanthood and leadership:
 - To take care of body, mind, and soul through proper nutrition, adequate sleep, regular exercise, and abstention from harmful practices such as the use of tobacco and illegal drugs;
 - To maintain biblical principles of truth, honor, and purity with regard to visual and listening choices such as movies, music, and television.

THE UNIVERSITY AND THE LAW

In keeping with scriptural admonitions to bring ourselves under the authority of government, members of the CIU Prison Initiative cohorts are expected to uphold the standards of the prison, the laws of the state of South Carolina, and the nation. Any alleged violations of federal, state, or prison standards may be referred to the appropriate South Carolina Department of Corrections officials.

UNIVERSITY PRACTICES

In addition to subscribing to biblical expectations, members of the university community intentionally commit themselves to following the university's institutional standards of behavior. This commitment reflects the conviction that these standards serve the good of the individual, the community, and the institution.

STUDENT ACADEMIC RESPONSIBILITIES

The faculty has the responsibility to educate students from a biblical worldview to impact the nations with the message of Christ. Students have the responsibility to embrace, inquire, and refine their knowledge, critical thinking processes, skills, and talents for service to God and others. Most importantly, we expect God to participate in the learning process. His role is to transform and illumine the minds of both students and teachers and to empower all for a life of godliness and service.

Academic responsibilities include, but are not limited to:

- The responsibility to share with the faculty in the maintenance of the integrity of scholarship, grades, and academic standards;

- The responsibility to learn the content of a course of study according to standards of academic performance established by the university and the faculty member for each course taken;
- The responsibility to promote by words, attitude, and actions a classroom atmosphere that is conducive to the teaching and learning process for all concerned and to respect the standards of conduct established by the university and each faculty member;
- The responsibility for class attendance and to submit all class assignments (e.g., examinations, tests, projects, reports), by scheduled due dates or accept penalties. If any problem arises regarding course work or attendance, the student will be responsible for initiating contact with the instructor;
- The responsibility for meeting degree requirements as provided in the university catalog;

BASIC RIGHTS OF STUDENTS

Students enrolled at the university enjoy certain rights, including, but not limited to:

Access

- The right to access the programs and services of the CIU Prison Initiative without regard to color, sex, race, age, disability, or national/ethnic origin;

Appeal

- The right to appeal decisions involving judicial or administrative action;
- The right to appeal decisions involving grades;

Information

- The right to inspect and review educational records except where a student has waived such rights or where access is prohibited by the Family Education Rights and Privacy Act of 1974;
- The right to receive a syllabus for each course that states the goals of the course, the requirements that must be met, the system of grading, and the attendance policy;
- The right to data on advancement, retention, and graduation ratios;
- The right to own intellectual property created in fulfillment of coursework unless specified otherwise in writing (All revenue generated or compensation awarded through such intellectual property belongs to the owner.);

Privacy

- The right to prevent disclosure of directory information or educational records to a third party;
- The right to seek amendment of educational records;

Voice

- The right to be heard with regard to the formulation and improvement of educational programs, policies, and services;
- The right to organize, to assemble, and to express opinions, subject to established procedures;

Judicial

- The right to know, in person when possible, the charges made against him/her in any disciplinary procedure;
- The right to an appeal process if a student disagrees with disciplinary measures assigned by a representative of the university;

Complaints

- The right to bring formal complaints against the university through the Student Appeal and Grievance Policy (see Section V);

SECTION II:

**EXPLANATION AND
CLARIFICATION**

CIU Community Standards & Lifestyle Expectations

First and foremost, we have the obligation to fulfill the two greatest commandments as expressed by Christ Himself, “But when the Pharisees heard that Jesus had silenced the Sadducees, they gathered themselves together. One of them, a lawyer, asked Him a question, testing Him, ‘Teacher, which is the great commandment in the Law?’ And He said to him, ‘You shall love the Lord your God with all your heart, and with all your soul, and with all your mind. This is the great and foremost commandment. The second is like it, you shall love your neighbor as yourself’” (Matthew 22:34-39; NASB).

While there may be some disagreement with the standards that follow, there is no arguing our biblical obligation to love God and to love one another. These are key to our community.

Throughout Scripture we find “standards” that should govern our actions in community. The following are CIU’s most important community standards; feel free to practice them always:

- Be devoted to one another in love (Romans 12:10)
- Honor one another above yourselves (Romans 12:10)
- Live in harmony with one another (Romans 12:16)
- Stop passing judgment on one another (Romans 14:13)
- Serve one another humbly in love (Galatians 5:13)
- Be completely humble and gentle; be patient, bearing with one another in love (Ephesians 4:2)
- Be kind and compassionate to one another, forgiving each other (Ephesians 4:32)
- Encourage one another and build each other up (1 Thessalonians 5:11)

INTEGRITY

Integrity lies at the root of walking with God and living among His people. We expect and require students to practice complete honesty in connection with course work, interpersonal relationships, and daily activity in every setting. **As an expression of your personal integrity, enrollment as a CIU student constitutes your willingness to comply with CIU’s community standards and lifestyle expectations.** Students who fail to demonstrate integrity, comply with biblical and ministry standards, or demonstrate sincere compatibility with CIU’s mission and

educational goals are subject to disciplinary action up to and including dismissal from the program.

CHAPEL

Chapel services are held Monday, Wednesday and Friday, 8:00am-8:50am, and are an intentional part of our CIU educational program. Each chapel service is intended to provide opportunity for worship, inspiration, fellowship, and spiritual growth. Some chapel times may be given over completely to corporate prayer. Attendance at chapel is required.

LORD'S DAY/SUNDAY OBSERVANCE

We recognize Sunday as a special day of rest, worship, and service to the Lord. **We expect our students to attend worship and to refrain from work and academic study** (except for Bible reading assignments and sermon preparation). The chief purpose and desire for the day remains worship, service and genuine rest for the body and soul.

QUIET TIME

Daily fellowship with the Lord in prayer and meditation on the Word is essential. Personal godliness, spiritual growth, warm interpersonal relationships, and an increasing sense of direction are some of the benefits of this practice. We ask students to reserve a regular time for daily personal fellowship with the Lord. While there is no biblical passage that describes the right amount of time to spend each day, CIU asks students to strive for at least 30 minutes a day.

CLASS ATTENDANCE AND BEHAVIOR

Class attendance is required. Students may not leave class to attend other SCDC functions without permission from the Prison Initiative Director. Only those with an OTR (Order to Report) are permitted to leave class and must return as soon as possible. Courtesy and respect toward each professor is expected. Unacceptable behavior includes: Laying your head on your desk, sleeping and/or listening to music during class. Students are expected to conduct themselves professionally in the classroom. Disrespectful actions toward other classmates or the professor may result in a student being excused from the classroom and/or academic penalty.

PLAGIARISM/CHEATING

Plagiarism, regardless of intent, is the presentation of words or ideas of another as one's own. When words, sentences, ideas, conclusions, examples, and/or organization of an assignment are borrowed from a source (a book, an article, another student's paper, tapes, etc.) without acknowledging the source, this constitutes plagiarism. Plagiarism and cheating will result in academic penalty, which may include failure of the assignment or of the course.

ALCOHOL, TOBACCO, ILLEGAL DRUG USE, AND CONTRABAND

Use, sale or distribution of alcohol, tobacco, illegal drugs or contraband of any kind is prohibited. Any violation of this policy will be turned over to SCDC for disciplinary action and will most likely result in removal of the student from the CIU Prison Initiative Program.

GAMBLING

You are not permitted to participate in any form of gambling.

DRESS CODE

CIU students are expected to follow SCDC dress code policy. Students may not wear white undershirts without their orange uniform in class or in any part of the classroom, library, or computer lab. Full dress is required. This includes your ID on the left collar and shoes completely on your feet. Shirts must be tucked when leaving the library.

HARASSMENT

Harassment is contrary to Scripture, morally wrong, and illegal. We specifically forbid sexual harassment or any threatening and offensive conduct or expressions with respect to sex, race, color, national origin, disability, or age. Anyone who believes he/she has been harassed by a fellow student, CIU employee, or visitor, or knows someone who has, should report this to the Prison Initiative Director or proper SCDC personnel.

MOVIES, TELEVISION, & MUSIC

We should limit our viewing and listening to material that does not violate biblical principles of purity and worthiness in order to maintain personal purity and to avoid being a stumbling block for one or another or the gospel (II Cor. 6:3-10; I Tim. 4:12) The goal is not see how close to “the line” we can get but to put a healthy distance between us and the *appearance* of evil.

What you watch and listen to affects three primary relationships:

- 1. Your relationship with the Lord**

God desires us to live and walk in purity. We cannot pursue a whole-hearted relationship with Christ and still saturate our hearts and minds with the filth of the world.

- 2. Your relationship with fellow cohort members**

You have the privilege during these two years to be a living example to your fellow cohort members of what it means to faithfully walk with the Lord and to live in purity. Your example can either demonstrate Christ-likeness or distract them.

- 3. Your relationship with the “world”**

Though you may not always be aware of it, the people around you (neighbors, officers, other men on the yard) are watching what you do. Non-Christians hold Christians to a

higher standard and are observing our lives to see if we're different—if what we say we believe is really impacting our lives!

Movies & Television

Movie and TV show ratings are unreliable guides as to the appropriateness of any given movie or show. For example, movies rated PG may contain strong violence or sexually suggestive dialogue. Ultimately we must all learn to make choices that honor God first, rather than seeking to satisfy our own desires or curiosities. While ratings are unreliable, movies rated NC-17 or X are not to be viewed. Since the entertainment media often promotes unbiblical beliefs, values, attitudes and behavior, all other movies should be viewed only after a biblically informed decision has been made. We ask students to refrain from movies/TV shows that diminish their concern for human suffering, exploit human sexuality or decrease their desire to live with purity in thought, word, and deed. We all have a responsibility to encourage one another to live with integrity in this area.

As you seek wisdom and analyze your viewing options, ask yourself some serious questions:

1. Would I watch this movie/TV show in chapel?
2. Would Jesus watch this movie/TV show with me?
3. If Pastor Melvin walked in right now, would I be excited to invite him to join me?
4. Would this movie comply with Philippians 4:8?
5. Would I want another man talking about my wife or daughter the way I am talking about women on the show I'm watching?

Quite often a movie or TV show will seem to be perfectly acceptable and then part of the way through introduce inappropriate or ungodly elements. There is nothing wrong with walking away halfway through a movie or program when it is evident that the content has become ungodly.

“Finally, brethren, whatever is true, whatever is honorable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is any excellence and if anything worthy of praise, dwell on these things.” (Phil. 4:8)

Music

Words expressed in song have the power to move us in all aspects of our lives. Our imagination can be stretched both for good and evil by the power of these words. Therefore, our desire is that the music we listen to be pleasing to the Lord and not have messages that violate biblical principles. Ask yourself: Does this music cause me to worship Jesus or does it stir up my flesh in unhealthy and sinful ways? (1 Cor. 14:7-26, 40)

COMPUTER USE

Classroom computers are strictly off limits from student use. Students should **not** play music or videos, change settings, or peruse files on classroom computers. The computer lab is to be used strictly for class related purposes. Documents should be limited to those directly relating to class assignments –not for writing letters, fantasy football, ministry, or any kind of personal use, etc. Printing is limited to 200 pages per student per semester. Printing of anything other than class assignments is strictly prohibited and will be subject to disciplinary action.

HUMAN SEXUALITY

The Bible is clear in its teaching that God created man in His own image, and in this creation He created male and female (Gen. 1:27; Matt. 19:4). His design from the very beginning was that a man and a woman would be joined together and become one flesh (Gen 2:24). This expression of marriage is affirmed throughout Scripture and leaves no room for same-sex unions nor sexual expressions of intimacy between those of the same sex. Therefore, we hold that marriage is between one man and one woman. The idea that those of the same sex can marry is contrary to Scripture and unacceptable. Based on this, CIU prohibits any form of homosexual behavior, as well as any public expression or support for such behavior or same-sex marriage.

As stated above, God created male and female when He created mankind. There is growing concern and discussion regarding gender identity. Some individuals believe they are trapped in a body of the opposite gender (i.e. a person with a male body feels that he is a female). Some people have had sex-change operations to deal with this disconnect. We believe that God's design in creation is clear and that seeking to change one's gender identity through surgery or any other means is prohibited, as well as any form of transgender expression, such as cross-dressing. Those associated with CIU should not publically advocate for any type of transgender expression.

God calls us to pursue sexual purity in every area—not just in regards to homosexuality or sexual orientation. Sexual purity should be a priority for every believer—married and single. Sexual purity starts first and foremost in our heart and mind. And from there it affects what we watch, read, and listen to as well as how we interact with others.

RELATIONSHIPS AND EXPRESSION OF ROMANTIC AFFECTION

We desire that our community be a place where students, staff, and faculty learn and experience how to be the people of God in relation to each other as brothers and sisters in Christ. We want this to take place on multiple levels: from common courtesy toward each other to the development of deep, intimate friendships; from classroom discussions to times of small group sharing; and weekend visits with family and friends.

God created mankind with the need for relationships, both same and opposite gender relationships. Everyone can benefit as they relate with those of the same and opposite sex. It is essential to know and be known, to love and be loved, to serve and be served, to help mold and be molded by other people, both male and female. This is especially true as brothers and sisters in the family of God. Appropriate boundaries are necessary in order for these relationships to be of the greatest benefit.

Marriage is to be between one man and one woman. This relationship is in the form of a commitment to a lifetime covenant between husband and wife. This covenant is sacred, requiring fidelity in every area of the relationship. Anything less than this falls short of the biblical standard. Those who are married should align themselves with this high calling, thus honoring one's spouse and not defrauding others. Those who are single should maintain purity and not defraud others.

In keeping with the design of God and the commands of Scripture concerning sexual purity, students are required to maintain irreproachable behavior in sexual matters and to avoid situations that would unduly tempt them to compromise moral standards (Exodus 20:14, Matthew 5:27-32, 1 Corinthians 6:9-20, Ephesians 5:3, 1 Thessalonians 4:3-8, 1 Timothy 2:9-10, 1 Timothy 5:1-2, 2 Timothy 2:22, Hebrews 13:4). Any sexual misconduct, including, but not limited to, adultery, homosexuality (including any same-sex physical expression of romantic affection), any form of premarital sex, indecent exposure, sexual harassment, masturbation, use of sexually explicit materials for sexual gratification, and sexual abuse of children, is forbidden.

Pursing a romantic relationship during your incarceration with CIU Faculty, Staff, Volunteers, Mentors or SCDC staff is strictly prohibited by both CIU and the South Carolina Department of Corrections.

SECTION III:

**ADDITIONAL IMPORTANT
INFORMATION**

Student Services

Academic Services provides assistance to help students achieve academic success. For details, see the bulletin board inside the classroom in the Kirkland CIU academic suite. Assistance will normally be available following classes until 5:00pm daily.

Student services include:

- Library Assistance
- Mentoring
- Tutoring
- Study Aids

LIBRARY ASSISTANCE

You may ask for assistance in getting reference books from the main library, ask for help in navigating the computer search programs, or get direction in finding obscure or hard-to-find topics. Prison Initiative TA's can provide helpful direction in your search for materials and a CIU library staff member is on site occasionally and would be happy to assist you as well.

VOLUNTEERS

Volunteers will usually be available when classes are not in session. These individuals can help you with term papers—giving advice on form and format, theological questions, or providing feedback on questions concerning school work and study habits. You may simply want to talk over how things are going. Students **should never** ask volunteers for personal favors, connect volunteers to family on the outside, request money, ask for material resources, request the volunteer to mail items, ask volunteers to donate food or host a meal, etc. Volunteers are NOT permitted to make casual visits to B2 and students should not ask or instruct volunteers to do so.

TUTORING

If you find that you need additional help with a particular class or study habit, volunteers and the TA's (Teacher's Assistant's that have graduated from the Prison Initiative Associate of Arts program) are available to assist you in forming reading groups, organizing study sessions, and providing computer usage solutions. You will find that an informal, structured learning environment may help clarify questions and assignments.

STUDY AIDS

There are carefully selected study aids located on the network. You may not find all of these useful—each person is different. But you will likely find one or two pages that will help you organize your time or prepare you for an assignment.

LIBRARY

The resources of the Kirkland Library are provided primarily for use by program students and faculty. Qualified users include:

- Students currently enrolled in the Kirkland Associate of Arts program
- Faculty teaching in the A.A. program
- Alumni of the program

Circulation of Materials

The library circulates materials using checkout cards. Returns should be made at the designated location in the library.

Borrowing Library Materials

In order to maximize availability and diminish the possibility of excessive loss, the following regulations apply:

- Individuals are forbidden to borrow materials from the library for the purpose of loaning to others. Materials must **never** be shared with inmates on the yard that are not a part of the Prison Initiative Program.
- Individuals having overdue items will not be permitted to borrow other items until the overdue items have been returned.
- Books may be checked out for two weeks and may be renewed for an additional week, after which they must be returned to the library for a period of three days before being checked out by the same borrower again.
- Magazines should be used only in the CIU Prison Initiative library/classroom/computer lab.
- Reference books should be used only in the CIU Prison Initiative library/classroom/computer lab.

- Requests for books in the main CIU library can be made by filling out a request form. The same check-out policies will apply to those books as to Kirkland library books.
- Reference requests for articles, etc. can be made

ACADEMIC, SOCIAL, AND EMOTIONAL ADVISING AND COUNSELING

The CIU Prison Initiative team recognizes that students experience a number of stressors during their two years at Kirkland and that students may at times need encouragement and guidance. Although formal counseling isn't provided, our director, assistant director, and student life deans are willing to listen, advise, and pray with students, as needed. These topics include:

- Personal and interpersonal concerns and problems that are typically evoked in the intensity of close living and the stress of a strenuous academic program.
- Struggles to integrate the academic rigors and scholarly understanding of the Christian faith with one's personal beliefs while maintaining a vital, intimate spiritual life.
- Concerns about family.
- Other issues that the student wishes to express related to his academic, social, emotional, or spiritual life.

STUDENT SUCCESS

Our faculty and staff endeavor to go above and beyond in providing a quality educational experience for students studying in the Prison Initiative Program. As with any program implemented within the prison system, limitations exist and provisions are often limited by prison policy. When possible, CIU will work with the South Carolina Department of Corrections to provide resources and technology necessary for student achievement, acknowledging that prison policy or budgetary limits may require exceptions. Student success, however, is entirely the responsibility of each individual student. Students who are struggling and need help are responsible to reach out to staff in a timely fashion to receive the support they need.

Resources & Provisions for Student Failures and Problems

CIU desires to assist and guide students in the midst of dealing with a personal issue, relationship problem, even issues that may ordinarily be handled through the disciplinary process. In the eyes of the faculty, it is a welcome testament to the work of the Holy Spirit when students openly acknowledge and seek to address personal failures or problems. Our desire is to come alongside any student dealing with such issues. When a student takes initiative to disclose a personal failure or problem to a faculty member, staff member, or administrator, every effort will be made to address and resolve the issue through counseling, discipleship, and other means of non-disciplinary intervention. CIU's expectation is that any student disclosing a problem or failure should also be willing to enter into a plan to address the problem. In such cases, the student will demonstrate ongoing commitment to CIU's mission and educational goals by submitting to guidance and conscientious follow-through in any measures prescribed to overcome the struggle.

A student may be required to abide by special requirements or sanctions, including dismissal from CIU, for actions not addressed in the Community Standards & Lifestyle Expectations, if it is determined from the student's behavior or attitude that he:

- Has insufficient capacity to understand the nature of the charges against him or to respond and participate in the disciplinary process
- Poses a danger to self or others
- Has become incapable of caring for himself
- Through behavior, attitude, or medical condition, has become a disruption to the orderly function of the education process

Disciplinary Measures

Restrictions: Limitation or withdrawal of privilege.

Penalty: Usually a work assignment. If the work assignment is unresolved, the student will be placed on general warning.

General Warning: When conduct and / or attitude indicate a serious question regarding spiritual maturity and personal judgment, a student may be given a general warning. This action is a formal warning which, if ignored, leads to character probation.

Character Probation: When conduct and / or attitude raises a serious question concerning a student's personal qualifications for ministry and / or whether that student should continue his studies, he is formally placed on character probation.

A student formally placed on character probation is restricted from participation in weekly evangelism activities until otherwise noted by the director. Failure to give evidence of satisfactory change or further violations may result in dismissal.

Voluntary Withdrawal: When general behavior and attitude have been demonstrated to be inconsistent with the standards of the institution, the student may be given the opportunity to formally withdraw from the A.A. program.

Dismissal: In the case of an extremely serious problem, the student is formally dismissed from the Associate of Arts program.

In the case of voluntary withdrawal or dismissal: The student will cease being housed with other participants of the program and will be returned to his original housing placement.

If the student is allowed to re-enroll, a period of general warning or probation may follow.

A student's Right in the Disciplinary Process

Students have the right to know what issues have led to the point when disciplinary measures are necessary. CIU reserves the right to exercise disciplinary measures in regard to individual student conduct. Such discipline should be proportionate to the infraction and is exercised in love in order to promote full restoration of the student to his relationship with the Lord, in personal wholeness and unity with the CIU family.

If a student disagrees with disciplinary measures, there is an appeal process. Appeals may be made to the following (in order):

- The Dean of Students

- The Director of the Prison Initiative
- The Academic Dean
- The Associate Warden

Appeal requests must be received in writing within three business days of the previous written decision. A response will be provided to the student within three business days of the appeal date. A decision rendered by the associate warden will be considered final. In addition, appeal requests will only be granted on the following grounds:

- The decision rendered was not supported by sufficient evidence
- New evidence has become available since the previous hearing
- The sanctions imposed must be grossly disproportionate to the offense

Academic Integrity

CIU PRISON INITIATIVE

To maintain the high quality of education at Columbia International University, the Faculty and Administration must address any instances of plagiarism or academic dishonesty to keep the integrity of our programs from being compromised. The following issues deserve close attention because they summarize various acts of plagiarism and academic dishonesty. Students must strive to honor God in the following regulations to preserve the integrity of their grades and degrees.

LEVELS OF PLAGIARISM

To plagiarize is to present someone else's work as your own. This occurs when sources are not cited properly and can involve words, lines of thought and ideas. In short, plagiarism occurs when information that can be considered the intellectual property of someone else is used without acknowledging the original source properly.

All levels of plagiarism are unacceptable at CIU. Unless an instructor specifies otherwise, the following general definitions apply:

Minimal plagiarism is defined as doing any of the following without attribution:

- Inserting verbatim phrases of several distinctive words.
- Substituting synonyms into the original sentence rather than rewriting the complete sentence.
- Reordering the clauses of a sentence.
- Using a source's line of logic, thesis or ideas.

Substantial plagiarism is defined as doing any of the following without attribution:

- Inserting verbatim sentences or longer passages from a source
- Combining paraphrasing with verbatim sentences to create a paragraph or more of text.
- Repeatedly and pervasively engaging in minimal plagiarism.

Complete plagiarism is defined as doing any of the following without attribution:

- Submitting or presenting someone's complete published or unpublished work (paper, article, or chapter).
- Submitting another student's work for an assignment, with or without that person's knowledge or consent.
- Downloading or purchasing a term paper from a web site or other source.
- Reusing or modifying a previously submitted paper (e.g. from another course) for a present assignment without obtaining prior approval from the instructors involved.

CONSEQUENCES OF PLAGIARISM

Intent is not a factor in determining whether plagiarism has occurred. A writer is responsible for knowing and using the rules for accurate and honest writing and pleading ignorance of the rules does not prevent receiving consequences for breaking them.

Assumptions

- Information about plagiarism, why it is unacceptable, and how to avoid it through proper handling and acknowledgement of others' ideas is available to students via multiple means.
- Any offense which results in a failing grade is reported to the Prison Initiative Office and will result in expulsion from the CIU Prison Initiative.
- When determining a consequence for plagiarism, previous offenses in others courses by the student are relevant.

Minimal Plagiarism

An instructor may use an instance of minimal plagiarism as an educational opportunity to discuss with the student the nature of plagiarism and the values of a scholarly Christian community. The assignment should be rewritten and resubmitted, with or without a grade penalty, at the discretion of the instructor. Repeated instances of minimal plagiarism in a course should be treated as substantial plagiarism.

Substantial Plagiarism

First offense: Ordinarily, the student receives a failing grade on the assignment that has been plagiarized, and a Report of Plagiarism is submitted to the Prison Initiative Office. Students who are in their first year of the CIU Prison Initiative may be allowed to rewrite an assignment that is the first instance of substantial plagiarism. They would receive a reduced grade on the assignment.

Second Offense: Ordinarily the student receives a failing grade in the course, and a Report of Plagiarism is reported to the Prison Initiative Office. Because there is no recourse for a student in the CIU Prison Initiative to re-take a course, a failing course grade also means expulsion from the program.

Complete Plagiarism

First Offense: The student receives a failing grade in the course, and a report is submitted to the Prison Initiative Office. Because there is no recourse for a student in the CUI Prison Initiative to re-take a course, a failing course grade also means expulsion from the program.

Delay in Detection of Plagiarism

If plagiarism is discovered after a course or degree is completed, the level and frequency of plagiarism will be evaluated by the Provost in consultation with relevant deans and faculty members. Consequences may include changing the grade awarded in a course or courses, delaying the awarding of the degrees, withholding the degree, or rescinding the degree.

PROCEDURES FOR DEALING WITH PLAGIARISM

An instructor who believes plagiarism has occurred should document it to the degree possible, including citations for or copies of the sources that were plagiarized. They should meet with the student to discuss the incident. In this meeting, the instructor should describe the evidence for the plagiarism, allow the student to respond, review what plagiarism is, why it is unacceptable in a scholarly community, and how to cite sources properly and then review the university's plagiarism policy and procedures. (If the plagiarism cannot be firmly established, the instructor should meet with the student to obtain sources or to determine the student's familiarity with the assignment that was submitted.)

After meeting with the student, the instructor should contact the Prison Initiative Office to determine if this is the first offense and then determine the consequences based on any previous offenses and the degree of severity of the current offense. The instructor should then inform the student of the consequences and inform the Prison Initiative Office of the final outcome.

The Prison Initiative Office will work with and support a faculty's decision. If a student would like to appeal or discuss the decision, they may request a meeting with the Prison Initiative director. Any student removed from the program will be relocated within SCDC at the discretion of SCDC classification and corresponding SCDC leadership.

