SPRING SEMESTER 2015

Camp Lejeune Campus
P.O. Box 8666, Bldg. 825
Camp Lejeune, NC 28547
(910) 451-3097

Office Hours:
Camp Lejeune-Monday – Thursday 8:30am to 5:30pm
Friday 9:00am to 1:00pm

Registration Guidelines

Campbell University Website:
http://www.campbell.edu/extendedprograms/camplejeune
New Students must see a Campbell University counselor before registering for any classes. Active Duty military must see Base Education before meeting with a Campbell counselor to have their GT score verified. Active Duty military attending college for the first time must complete COLLEGE 101 presented by Base Education. To avoid delays during registration, call the Campbell University Office for an appointment with a counselor prior to registration.

Students are advised that during registration periods, normal office operations will be suspended.

Registration: Registration dates are found in the Academic Calendar. Registration is held in Building 825, Room 114, Base Education Center Camp Lejeune. Students are required to meet individual course pre-requisites, if required, prior to enrollment. All Environmental Science Courses include Saturday Field Trips during the term. Campbell University reserves the right to limit enrollment and to cancel classes with insufficient enrollment.

WebAccess Registration: Current students are able to register using their WebAccess: wa.campbell.edu Students must have your Campbell University e-mail and log in.

New Student Orientation: All new students will need to complete COSU-100 within their first two terms. This is an orientation course for Campbell University.

Visiting Students: If you are seeking a degree from another institution, you will be classified as a visiting student with Campbell University. You must provide a visiting student letter or valid SOC agreement from your home institution in order to register with the Campbell Camp Lejeune Campus.

Tuition: Tuition costs are $250.00 per semester hour for all undergraduate traditional and blended courses. This is subject to increase without prior notice. Campbell University charges a technology fee of $15.00 per term. Military TA does not cover this fee. *NOTE: Internet Courses are $275.00 per semester hour for Camp Lejeune campus students. (subject to increase without prior notice)

Science Lab Fees: All Camp Lejeune Science courses will be subject to a lab fee based on the nature of the labs required for the course. The Lab fee is non-refundable if the event of withdrawal from the course.

Financial Aid: Active-duty military personnel can use Tuition Assistance (TA), which may pay up to 100% of tuition depending upon the availability of Tuition Assistance Funds. Active-duty personnel must apply for TA each eight or nine-week term they are enrolled at Campbell University. Pell Grant Applications are available online at www.fafsa.gov All processing of financial aid is handled at the main campus in Buies Creek, NC. Further information can be obtained by calling 1-800-334-4111, extension 1310.

Tuition Assistance: Active duty members must submit tuition assistance applications through the TA website. For further information visit: http://www.mccslejeune.com/edu/webTA%20Announcement.pdf TA approvals must be submitted to the Campbell Camp Lejeune office within the first week of classes for billing. Students who do not receive funding should contact the office for alternative funding or course removal within the first week of the term.

Veterans Affairs: Veterans Affairs and VA Students – IMPORTANT – IMPORTANT – IMPORTANT
New VA students should see the VA Certifying Official, Patricia Frazier, prior to registering for courses. Continuing VA students should register on the first day they can in order to insure continuous enrollment status with the VA.

Active duty students desiring to use VA benefits, must see the VA Certifying Official Each Term. All VA students who have missed a term must see the VA Certifying Official upon returning to Campbell University. See the Certifying Official on all withdrawals and in the unlikely event of receiving an “F” grade.

VA students will be provided a degree plan as soon as their formal evaluation of transfer credits has been completed, upon receipt of all transcripts. Only courses listed as required for your degree can be certified for VA allowances. Required end of the month verification to VA by the student can be completed by utilizing the VA Web Automated Verification of Enrollment (WAVE).

11/12/2014
If you have changed your enrollment (withdrew from one or more courses or stopped attending) without reporting this change to your school or VA, you may not be entitled to the full amount of your VA payment. You must immediately report any change in your enrollment to the appropriate school official and VA.

VA Students who desire to use Educational Benefits administered by the Department of Veterans Affairs Montgomery GI Bill.

1) You must apply for VA education benefits by seeing Campbell’s VA Certifying Official
2) You must indicate on your forms, including on line registration that you desire to use VA. This must be done each registration.
3) You must personally keep Campbell’s VA Certifying Official informed of your registration status.

* Active duty Students desiring to use VA must see the VA certifying official each term. All VA Students who have missed a term must see the VA Certifying Official upon returning to Campbell University

**Drop/Add:** Once a course has begun, courses can only be dropped during the first week of the term (see dates in schedule). You must complete the drop on-line or come by the Campbell office. If your Tuition Assistance is denied, you are still enrolled in the class or classes for which you registered.

* Note: if you are dropping all of your courses for the Term you CAN NOT do that on Web Access. You MUST come into the office to drop all of your classes. Failure to properly drop a course will cause you to earn an “F” grade and you will be responsible for the cost of the course.

**Course Withdrawal:** Students requesting to withdraw from any or all classes for which they have registered must see Juli Rowland at the Camp Lejeune office. Students who withdraw from a course or courses after the drop/add deadline will be financially responsible for their course/s. The instructor/s will issue a final grade of WP or WF. The WF is punitive to the grade point average. Informing your instructor that you want to withdraw from the course does not establish a final withdrawal.

**Textbooks:** You must now order your text books online. This can be done very easily using our on-line bookstore.
http://campbell.bncollege.com/webapp/wcs/stores/servlet/TBWizardView?catalogId=10001&langId=-1&storeId=28559

**Applying for Graduation:**

Graduation applications are submitted in the Camp Lejeune office. Students are required to have a degree audit to initiate the graduation process. Please make an appointment with your counselor.

Potential graduates must clear the Financial Aid office to receive their diplomas.
**Graduation with Honors:**

The award of honors at Campbell University is determined in accordance with the following rules:

1. The GPA on all work at Campbell University must equal the stated GPA requirement.
2. To be eligible for honors at graduation, any student must have completed a minimum of 60 semester hours at Campbell University.
3. Students who achieve a grade point average of 3.50 will be graduated cum laude, 3.70 magna cum laude, and 3.90 summa cum laude.
4. Students electing to apply the Eight-Year Academic forgiveness policy are ineligible for honors.
5. The most current academic catalog will be used for honors requirements.

**CATALOG WEBSITE:**  [http://www.campbell.edu/academics/catalog/](http://www.campbell.edu/academics/catalog/)  2013-2015 Academic Year

**Inclement Weather**

There are times when classes are canceled due to circumstances such as a hurricane, snow, etc. When classes are canceled, the information will be broadcast on WITN-TV 7, WNCT-TV 9, WCTI-TV 12, WSFL 106.5, and WJNC 1240 AM.

**Blog:**  [http://www.campbell.edu/extendedprograms/camplejeune-blog/news](http://www.campbell.edu/extendedprograms/camplejeune-blog/news)

**Facebook:**  [https://www.facebook.com/CampbellCampLejeune](https://www.facebook.com/CampbellCampLejeune)

**Google:**  [https://plus.google.com/103752786252237646714#103752786252237646714/about](https://plus.google.com/103752786252237646714#103752786252237646714/about)

Students should contact the office for all questions or concerns.

Congratulations on choosing Campbell University Camp Lejeune for your academic endeavors. Go Camels!
ACADEMIC CALENDAR
2015

Spring I
Open Registration Nov 24 – Jan 2
Classes Begin Jan 5
Add/Drop Period Jan 5 - 12
Last Day to Add Online Courses Jan 7 by 12:00 noon
Last Day of Class March 2 (Monday)
Mid-Semester Break March 3 - March 8

Spring II
Open Registration Feb 23 - Mar 6
Classes Begin Mar 9
Add/Drop Period Mar 9 – Mar 16
Last Day to Add Online Courses Mar 11 by 12:00 noon
Last Day of Class May 2 (Saturday)
Winter Break May 3 - May 17

HOLIDAYS
Office Closed Dec 24 – Jan 2
Martin Luther King Jr. Jan 19
Presidents Day Feb 16
Good Friday April 3

GRADUATION
Graduation Application Audit Dates February 2 - April 6
Main Campus Graduation May 9 Saturday
Camp Lejeune Graduation TBA Friday