



LIBERTY

UNIVERSITY 2011 SPRING

WELCOME WEEK

The World's Largest Christian University



Dear Student,

Welcome to Liberty University! I am honored that you have decided to continue your education at Liberty, and I am confident that this is only the beginning of an exciting new chapter in your life.

Your next few years will be full of academic and spiritual growth. I encourage you to get to know Liberty's faculty members and campus pastors who will provide guidance to you along the way. They are dedicated to helping you respond to God's calling for your life.

Spring Welcome Week will mark the beginning of your time at Liberty, so please take a moment to look over this booklet and see what registration steps you will need to complete once you arrive on campus. This is a great time to meet other students and become familiar with the campus and its many facilities.

Classes begin on Monday, January 17, and we are looking forward to you becoming a part of the Liberty University family.

Sincerely,

Jerry L. Falwell, Jr.
Chancellor and President
Liberty University



Jerry Falwell, Jr. and his wife Becki

WHAT YOU NEED TO KNOW:

Before You Arrive	4
What to Pack/What Not to Pack	6
Upon Arrival	8
Dining on Campus	12
Schedule of Required and Optional Events	14

SERVICES LIBERTY OFFERS YOU:

Student Flames Club and Basketball Schedules	20
Enrollment Assistance, Student Housing Office, Integrated Learning Resource Center and Liberty Police Department	22
Student Advocate Office, Career Center and Parent Family Connections Office	23
Liberty University Bookstore and Center for Academic Support and Advising Services	24
Campus Recreation, Information Services HelpDesk, Card Services and Office of Spiritual Programs	25
Office of Student Leadership, Center for Multicultural Enrichment and International Student Center	26
Student Conduct, Student Care, and Liberty University Health Services	27
Contact Sheet (Academic, Administrative, Clubs, and Ministries)	28

WHERE YOU NEED TO GO:

Full Campus Map	30
Bus Routes	30
Campus North	32
Main Campus	34
Campus Recreation	37

FINANCIAL CHECK-IN

Step-by-Step	38
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before you arrive



GET THESE DONE *before* YOU ARRIVE ON CAMPUS!

- COMPLETE YOUR FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA).** If you have not already completed the FAFSA, submit it online at www.fafsa.ed.gov. (Liberty University's school code is 010392.) Until you complete your FAFSA, you will not be awarded financial aid.

- COMPLETE FINANCIAL CHECK-IN.** Visit www.liberty.edu and select Student login > ASIST > Student > Financial Check-In. For online assistance, visit www.liberty.edu/residentadmissions and select *Financial Check-In*.

- COMPLETE HOUSING APPLICATION.** The housing application must be completed during Financial Check-In. To view residence hall options, visit www.liberty.edu/studenthousing.

- COMPLETE CLASS REGISTRATION.** Visit www.liberty.edu and select Student Login. Log in with your username and password. Select ASIST, then Registration. For an online instruction tutorial, visit www.liberty.edu/registration. Don't forget to print your class schedule and bring it with you!

- ORDER YOUR LIBERTY FLAMES PASS.** Visit www.liberty.edu/cardservices, and follow the instructions for ordering your campus ID card, which is used to access meal plans and campus facilities.

- COMPLETE YOUR FERPA RELEASE FORM.** Liberty University is committed to protecting your privacy. The FERPA Release form will grant parents certain rights with respect to their children's education records. For more information, visit www.liberty.edu/ferpa.

- CHOOSE A MEAL PLAN THROUGH YOUR ASIST ACCOUNT.** Go to www.liberty.edu and select Student Login > Registration and log in with your username and password. Then select ASIST and then Housing and Dining, then MyHousing and Dining.

- COMPLETE THE ONLINE HEALTH FORM.** Each student must complete a health form, which can be found online through your ASIST account.

Please be aware of the following while completing the form:

- Fill out the form completely with student's information, paying close attention to ALL dates required (attachment of a shot record copy is acceptable.) The student must sign the document once complete.
- As a reminder, Health Services works just like a regular doctor's office (visits are filed with patient's health insurance). Office visits, therefore, will be billed at a regular rate and are not covered within the price of Liberty University's tuition.

what to pack

THINGS YOU SHOULD (AND SHOULDN'T) BRING WITH YOU TO LIBERTY.

To assist you in your preparation for college, information has been provided below regarding what is supplied and what is allowed in our residence halls. Please be aware that university furniture may not be removed from the room. Please plan accordingly with your roommate(s) to avoid duplication of items. Students should only use push pins or tacks to attach posters, pictures, etc. to dry wall, not cinder blocks. Any use of tape or adhesive putty is at your own risk, as students are held responsible if wall damage or if discoloration occurs.

THINGS TO BRING:

- Bible
- Pillow, sheets, blankets, mattress pad
- Storage crates - load them to travel, and then stack them for storage
- Flashlight and batteries
- Camera
- Laundry basket, drying rack, ironing board, iron
- Laundry supplies - detergent and fabric softener (we have a service available that provides you with laundry cards)
- Small sewing kit and safety pins
- Rain jacket and umbrella
- Backpack
- Desk supplies - pens, pencils, pencil sharpener, ruler, calculator, stapler, tape and dispenser, paper, envelopes, scissors
- Dictionary, thesaurus
- Cleaning supplies - window cleaner, all-purpose cleaner, broom
- Alarm clock
- Desk lamp
- Note cards, stamps, roll of quarters
- Contact lens supplies and glasses
- First aid kit - make your own and stock it with the following: bandages (variety of sizes), peroxide, antiseptic cream, digital thermometer, headache medicine, cough drops, cold medicine
- Emergency medical information (when you check in with your Resident Assistant (RA), you will need to supply insurance information, family doctor information, medical conditions/prescriptions used and emergency contact information)
- Trash can and trash bags
- Power strips with circuit breakers
- Shower shoes

DON'T FORGET TO BRING A TOOTHBRUSH & TOOTHPASTE

MAIN CAMPUS

TRADITIONAL UNIVERSITY SUPPLIED ITEMS IN RESIDENCE HALLS (3 PERSON ROOM):

- 3 desks, 3 dressers
- 3 desk chairs
- 2 closets
- 3 beds (one lofted bed, one bunked bed)
- A sink and a mirror
- A window blind

EAST AND QUAD HALLS

UNIVERSITY SUPPLIED ITEMS IN CAMPUS EAST AND QUAD LIVING (2 - 3 PERSON ROOM):

- One closet per room
- Window blind
- Beds
- Dressers
- Desks and Chairs

CAMPUS EAST AND QUAD ESSENTIALS:

- Toilet paper, plunger, bathroom cleaning supplies, toilet shelf
- Trash cans and trash bags
- Plates, silverware, cups, pots and pans
- Bathmat
- Entry floor mat/rug
- Toasters and George Foreman grills are allowed
- Mop, bucket, broom, vacuum cleaner

WHAT IS NOT PERMITTED IN MAIN CAMPUS RESIDENCE HALLS:

- Pets (except fish and hermit crabs)
- Nails and tape that damage walls
- Waterbeds
- Multiple-plug outlets (except surge protectors)
- Hot plates / hot pots
- Sandwich makers
- Toasters / toaster ovens / George Foreman Grill
- Candles
- Space heaters
- Air conditioners
- Tubular halogen light bulbs
- Torchiere-style halogen lamps
- Extension cords

WHAT IS NOT PERMITTED IN CAMPUS EAST AND QUAD RESIDENCE HALLS:

- Pets (except fish and hermit crabs)
- Nails and tape that damage walls
- Waterbeds
- Multiple-plug outlets (except surge protectors)
- Extension cords
- Torchiere-style halogen lamps
- Tubular halogen light bulbs
- Candles
- Space heaters
- Air conditioners

CALL YOUR ROOMMATES TO SEE WHAT THEY ARE BRINGING

INSTITUTIONAL LIABILITY

The University will not be responsible for damage to or loss of personal belongings which are a result of wind, water, insects, rodents, vandalism, theft or fire. However, when damage or loss is reported, the university will take reasonable steps to attempt to resolve the problem. Students are encouraged to make sure personal belongings are covered by a renter's insurance policy or parent's homeowner insurance policy [see on-campus housing agreement].



Be sure to stop by the Liberty Bookstore before class and purchase the *Give Me Liberty* handbook/day planner. This required textbook is for your Freshman Seminar (FRSM 101) course, and you will need it for class!

1 IF YOU HAVE NOT COMPLETED THE FOLLOWING,

Please visit the DeMoss Hall Grand Lobby and ILRC (both located on the second floor of DeMoss Hall) between 8 a.m. and 3:30 p.m. on Wednesday, Jan. 12. For students arriving Thursday, Jan. 13 and Friday, Jan. 14 please visit the specific department individually.

- **FINANCIAL CHECK-IN (STUDENT ACCOUNTS)** *see pages 38-39 for step-by-step instructions*
- **HOUSING APPLICATION AND ASSIGNMENT (HOUSING)**
- **MEAL PLAN OPTION SELECTION (LIBERTY DINING)**
- **CLASS REGISTRATION (CASAS)**
- **LIBERTY FLAMES PASS (CARD SERVICES)**
- **VEHICLE REGISTRATION (LUPD)**

IF YOU HAVE COMPLETED FINANCIAL CHECK-IN

Please go directly to your assigned residence hall. No further check-in is necessary!

RESIDENCE HALL INFORMATION: New and transfer students who have completed Financial Check-In and have received a housing assignment may check in to their residence hall Wednesday, Jan. 12, 8 a.m.-10 p.m., or upon arrival later, during the week prior to curfew.

Students who know their room assignment may go directly to their assigned residence hall and receive their key from the Resident Assistant (RA) during check-in times. On

Wednesday, housing personnel will be available in the DeMoss Hall second floor computer lab to assist students who do not have a housing assignment or are unsure of their assignment. Your assignment info can be verified by logging into MyHousing on ASIST.

No early arrivals are allowed except for specific groups that have been pre-approved by the Office of Student Housing. If you have questions regarding your assignment, the Office of Student Housing can be contacted at housing@liberty.edu or (434) 592-4139.

2 FRSM 101

Freshman Seminar will begin on Thursday, Jan. 13. This orientation course is **required for all** 2010 high school graduates and transfers who have fewer than 12 credits. For more info, visit www.liberty.edu/frsm.

3 TRANSFER ORIENTATION

All transfer students should plan to attend the Transfer Orientation at 10 a.m. on Friday, Jan. 14. Location: Towns Auditorium Lecture Hall, in the Towns/Alumni Lecture Hall.

4 MEAL SCHEDULE

The first meal served at the Reber-Thomas Dining Hall for new and transfer students will be lunch on Wednesday, Jan. 12. All additional dining options on campus will be open beginning Monday, Jan. 17. Your Liberty Flame Pass ID is required for admission into the Reber-Thomas Dining Hall beginning Monday, Jan. 17.



6 COMPUTER ASSESSMENT

After completing Financial Check-In, all incoming students, both freshmen and transfer, are required to take a computer assessment. Freshmen are required to take the computer assessment in order to pass Freshman Seminar. Transfer students who have transferred in a computer course as "INFT 110" are exempt from the assessment.

Students will take the computer assessment on Saturday, January 15, between the hours of 9 a.m. and 3 p.m. Appointments will be made during Freshman Seminar.

PRE-TEST, TRAINING, POST-TEST

The assessment consists of a pre-test, training, and a post-test. Students who pass the pre-test (75 percent) are not required to take the post-test. Students may take the post-test (passing score is 85 percent) after training is completed. All testing must be completed before the end of the first semester a student is enrolled at Liberty.

GO TO WWW.LIBERTY.EDU/COMPUTERASSESSMENT FOR DETAILS REGARDING THE COMPUTER ASSESSMENT.

Students will be charged a \$45 fee on their Liberty student account for this assessment. The charge covers the pre-test, training, and the post-test. In addition, the software can be used if the student is required to take the INFT class.

INFT 110

If a student does not pass the assessment the first semester of his/her program, then the student will be required to take INFT 110, Computer Concepts and Applications. This class must be completed during the first 45 credit hours at Liberty, or the first year if a transfer student.

7 REGISTER FOR FRSM 101

Register for the course and purchase *Give Me Liberty* planner at the Liberty Bookstore. This course is required for all 2010 high school graduates. (www.liberty.edu/frsm)



dining options

REBER-THOMAS DINING HALL

Liberty's primary all-you-can-eat dining hall offers a delicious dining experience with a wide variety of buffet stations including Grill, Pizza, Deli, Classics, Vegetarian, Salad, Pasta, Soup, Dessert, Asian and Mexican in a casual atmosphere. **Located between the Schilling Center and the Al Worthington Baseball Field**



CAFÉ A LA CART

The perfect stop-off in between classes, the café offers Starbucks coffee, salads and more! **Located in DeMoss Hall**

DOC'S DINER

Liberty's first full-service restaurant! Doc's serves breakfast all day and offers an extensive diner menu. Named in honor of the university's beloved founder, Doc's celebrates the rich history of Liberty University and Thomas Road Baptist Church! Open to the public, so come celebrate with us! **Located on Campus East**

FLAMES ZONE & CORNER POCKET

Offering burgers, wings, fries, hot/cold subs, salads and convenience foods to go. **Located in the Campus East Clubhouse**

FOUNDERS FOOD COURT

Offers Chick-fil-A, Jazzman's, Sub Connection, Grill 155 and Southern Tsunami Sushi. Our second largest location. **Located centrally in Campus North**

HILL CITY BISTRO AND CRAVE CAFÉ

Our bistro and café offers a full buffet for breakfast, lunch and dinner while offering hot grill items to order and espresso drinks of every kind. Proudly brewing Green Mountain Coffee. **Located in the Lynchburg Inn**

JAZZMAN'S CAFÉ

Signature coffee, smoothies and bottled drinks, fresh gourmet pastries, sandwiches and salads! **Located in 2nd Floor DeMoss Hall ILRC**

KEYHOLE CONVENIENCE

A fast and easy way to get fed near home! Snacks, drink, sundries, sandwiches and salads. **Located in Residence Hall 14**

SUB CONNECTION

Hot/cold subs, drinks and more fresh daily! **Located in 1st floor DeMoss Hall, Back Hallway**

HANGAR FOOD COURT

Centrally located, the Hangar provides a food court atmosphere serving burgers, wings, wraps, smoothies, Starbucks Coffee, Pizza Hut and more! **Located in the Courtyard behind DeMoss Hall**

TILLEY CAFÉ

A great place to relax, study, and dine. Proudly brewing Starbucks coffee, serving Chick-fil-A and Domino's. **Located in the Tilley Center on Campus North**



schedule of events

Wednesday, Jan. 12

7 a.m.			5 a.m.- 10:30 p.m. LaHaye Recreation and Fitness Location: LaHaye Recreation Center
8 a.m.	8 a.m.-10 p.m. Residence Hall Check-in Location: Pick up your key from the RA on your Residence Hall.	8 a.m.-3:30 p.m. Check-in for Students Who Have Remaining Steps (Course Registration, Financial Check-In, Vehicle Registration, Flames Pass ID Card) Location: ILRC (located on the 2nd floor of DeMoss Hall)	
9 a.m.			
10 a.m.			
11 a.m.			
12 p.m.	For students with a Housing Assignment		11 a.m.-2 p.m. Lunch Location: Reber-Thomas Dining Hall
1 p.m.			
2 p.m.			12 p.m.-10:30 p.m. Snowboarding, Skiing, and Tubing Location: Snowflex Mountain Centre <i>Rental, lift and lessons FREE for all new students!</i>
3 p.m.			
4 p.m.	3 p.m.-4 p.m. Session for Parents Location: DH 1114 This session will help you transition with having a student in college		
5 p.m.			
6 p.m.			5 p.m.-7 p.m. Dinner Location: Reber-Thomas Dining Hall
7 p.m.			
8 p.m.			
9 p.m.			
10 p.m.			
11 p.m.			
12 a.m.			
1 a.m.			

10:30 p.m.
CURFEW/Hall Meetings and Prayer Groups

Thursday, Jan. 13

7 a.m.			5 a.m.- 11:30 p.m. LaHaye Recreation and Fitness Location: LaHaye Recreation Center
8 a.m.	8:30 a.m.-9:30 a.m. Faculty/Student Leadership Q&A Location: DH 1113/1114	7 a.m.-9 a.m. Breakfast Location: Reber-Thomas Dining Hall	
9 a.m.			
10 a.m.	10 a.m.-12 p.m. FRSM Class Time (assigned by section) Location: see class schedule	10:15 a.m.-11:15 a.m. Keeping It Safe for Women (for p.m. FRSM sections) Location: DH 1114	10:15 a.m.-11:15 a.m. Keeping It Safe for Men (for p.m. FRSM sections) Location: DH 1113
11 a.m.			
12 p.m.			
1 p.m.	11 a.m.-2 p.m. Lunch Location: Reber-Thomas Dining Hall		
2 p.m.	1:30 p.m.-3:30 p.m. FRSM Class Time (assigned by section) Location: see class schedule	2 p.m.-3 p.m. Keeping It Safe for Women (for a.m. FRSM sections) Location: DH 1114	2 p.m.-3 p.m. Keeping It Safe for Men (for a.m. FRSM sections) Location: DH 1113
3 p.m.			
4 p.m.	3:45 p.m.-5 p.m. Advising/Choosing a Career Location: DH 1113 or 1114		
5 p.m.			
6 p.m.			
7 p.m.			
8 p.m.	7:30-9:30 p.m. Open Mic Night/ Karaoke Location: Tilley Center	7 p.m.-8 p.m. ILRC (Introduction to Research) MUST ATTEND at one of two times offered Location: DH 1113	12 p.m.-12 a.m. Snowboarding, Skiing, and Tubing Location: Snowflex Mountain Centre <i>Rental, lift and lessons FREE for all new students!</i>
9 p.m.			
10 p.m.			
11 p.m.			
12 a.m.			
1 a.m.			

midnight
CURFEW

schedule of events

Friday, Jan. 14

Saturday, Jan. 15

7 a.m.			5 a.m.-1 a.m. LaHaye Recreation and Fitness Location: LaHaye Recreation Center
8 a.m.	8:30 a.m.-9:30 a.m. Academic Department Meet and Greet Sessions Location: info from FRSM class	7 a.m.-9 a.m. Breakfast Location: Reber-Thomas Dining Hall	
9 a.m.			
10 a.m.	10 a.m.-Noon FRSM Class Time (assigned by section) Location: see class schedule	10 a.m.-11:30 a.m. Elective Sessions Location: info from FRSM class	10 a.m.-Noon Transfer Orientation (required for all transfers) Location: Towns/Alumni Lecture Hall
11 a.m.			10 a.m.-1 a.m. Snowboarding, Skiing, and Tubing Location: Snowflex Mountain Centre <i>Rental, lift and lessons FREE for all new students.</i>
12 p.m.			
1 p.m.	11 a.m.-2 p.m. Lunch Location: Reber-Thomas Dining Hall		
2 p.m.	1:30 p.m.-3:30 p.m. FRSM Class Time (assigned by section) Location: see class schedule	2 p.m.-3 p.m. Elective Sessions Location: info from FRSM class	
3 p.m.			<i>Discounts available for family and friends.</i>
4 p.m.			
5 p.m.	4 p.m.-5 p.m. ILRC (Introduction to Research) MUST ATTEND at one of two times offered Location: DH 1113		
6 p.m.		5 p.m.-7 p.m. Dinner Location: Reber-Thomas Dining Hall	
7 p.m.			
8 p.m.	8 p.m. Movie Night Location: Vines Center		
9 p.m.			
10 p.m.			
11 p.m.			
12 a.m.			
1 a.m.		midnight CURFEW	

7 a.m.		7 a.m.-9 a.m. Breakfast Location: Reber-Thomas Dining Hall	
8 a.m.			
9 a.m.	9 a.m.-3 p.m. Computer Assessment (by appointment) Location: ILRC <i>(Appointments for 1.5 hour sessions will be given during FRSM Orientation)</i>		9 a.m.-1 a.m. LaHaye Recreation and Fitness Location: LaHaye Recreation Center
10 a.m.			
11 a.m.		11 a.m.-2 p.m. Lunch Location: Reber-Thomas Dining Hall	
12 p.m.			12 p.m.-1 a.m. Snowboarding, Skiing, and Tubing Location: Snowflex Mountain Centre <i>Rental, lift and lessons FREE for all new students.</i>
1 p.m.			<i>Discounts available for family and friends.</i>
2 p.m.		1 p.m.-5:30 p.m. Undergraduate/Graduate/Canadian Students Federal Regulations Orientation Location: DeMoss Hall Room 1101	
3 p.m.			
4 p.m.			
5 p.m.			5 p.m.-7 p.m. Dinner Location: Reber-Thomas Dining Hall
6 p.m.			
7 p.m.			
8 p.m.			
9 p.m.			
10 p.m.			
11 p.m.			
12 a.m.		11:45 p.m.-1:30 a.m. Late Skate Location: LaHaye Ice Center	
1 a.m.			midnight CURFEW

schedule of events

Sunday, Jan. 16

Classes start
Monday!

9:30 a.m.-10:30 a.m.

Breakfast

Location: Reber-Thomas Dining Hall

11 a.m.-2 p.m.

Lunch

Location: Reber-Thomas Dining Hall

11 a.m.-noon

Campus Church

Vines Center

12:30 p.m.-5:30 p.m.
7 p.m.-11:30 p.m.

**LaHaye Recreation
and Fitness**

Location: LaHaye
Recreation Center

1 p.m.-12 a.m.
**Snowboarding,
Skiing, and
Tubing**

Location:
Snowflex
Mountain Centre

*Rental, lift and
lessons FREE for
all new students.*

*Discounts
available for
family and
friends.*

5 p.m.-7 p.m.

Dinner

Location: Reber-Thomas Dining Hall



midnight
CURFEW



STUDENT FLAMES CLUB



Our purpose is to provide students with an identity that connects them to the teams, helps to enhance the gameday atmosphere and is instrumental in spreading enthusiasm and support for our athletics program throughout the student body.

Membership is only \$25. For more information, visit the Hancock Athletics Center, call (434)-582-2582, or email SFC@liberty.edu. Sign up today so that you can be a part of the action as Liberty athletics soars to new heights in 2011!

Benefits include:

- An Authentic Red Nike Student Flames Club (SFC) T-Shirt
- Discounts at the Liberty Bookstore and Liberty Dining locations on campus
- 2010 SFC Window Decal
- Priority on reserved premium tailgating spaces for all home football games
- Priority on tickets and travel arrangements for away games
- Priority for postseason tournament and playoff tickets
- Invitation to the inflatable Liberty "Flames Fan Tent" at all away football games
- The ability to attain exclusive Liberty Flames sports information before anyone else
- Opportunity for your parents to join the Flames Club at any level, for 25 percent less than the original cost
- Membership credit for Flames Club Loyalty Points upon graduation

2011 MEMBERSHIP FORM

Were you a 2009-2010 member? YES NO

Name: _____ Anticipated Graduation: _____

Hometown: _____ State: _____

T-Shirt Size (circle one):

Men's S M L XL XXL XXXL

Women's S M L XL

Membership Cost: \$25 Total Amount Paid: _____

Method of Payment (circle one):

Cash Check Credit Card

Card Number: _____ Exp. Date: _____

Please Make Checks Payable to "Flames Club" and mail to: Flames Club
Hancock Athletics Center
1971 University Blvd.
Lynchburg, VA 24502

2011 Liberty Home Basketball Schedule

January

1/6/11	Charleston Southern	7 p.m.
1/8/11	Coastal Carolina	6 p.m.
1/17/11	Radford	7 p.m.
1/20/11	VMI	7 p.m.
1/22/11	Charleston Southern	2 p.m.
1/24/11	Coastal Carolina	7 p.m.
1/27/11	UNC Asheville	7 p.m.
1/29/11	Gardner-Webb	7 p.m.

February

2/5/11	High Point	7 p.m.
2/10/11	Radford	7 p.m.
2/12/11	High Point	8 p.m.
2/12/11	Gardner-Webb	5 p.m.
2/14/11	Winthrop	7 p.m.
2/19/11	ESPNU BracketBusters	TBA

March

3/4/11	UNC Asheville	7 p.m.
3/7/11	Presbyterian	7 p.m.

■ Men's
■ Women's



Enrollment Assistance

STILL WORKING THROUGH THE ENROLLMENT PROCESS?

Be sure to take advantage of our special enrollment assistance on Wednesday, Jan. 12 in the ILRC Computer Lab (DeMoss Hall, 2nd Floor) from 8 a.m.-3:30 p.m. (closed for lunch)

You will be able to receive assistance with all of the following:

- Verifying your financial aid package and scholarships
- Completing Financial Check-In
- Completing class registration
- Be photographed for your Liberty OneCard (student ID)
If not completed online prior to arrival (Valid Photo I.D. required)
- Reserving textbooks for your spring classes
- Completing Math/English assessments (if not completed online prior to arrival)
- Completing Computer Competency Assessment (if Financial Check-In is complete)
- Applying for housing (if Financial Check-In is complete)
- Registering your vehicle with LUPD (Valid license and registration required)
- Answering transfer student related questions (if applicable)



Student Housing Office

Student Housing coordinates the details related to Liberty University's 195 Residence Hall floors.

For additional information: Betty Saunders, Director
• Residence Hall 17 • www.liberty.edu/studenthousing
• (434) 592-4139 • housing@liberty.edu



Integrated Learning Resource Center (ILRC)

Liberty offers a state-of-the-art computer technology center which, in conjunction with the library, is known as the Integrated Learning Resource Center (ILRC). The library, which houses almost two hundred thousand volumes, services students in all areas of research and project planning. The computer lab houses computers loaded with Microsoft Office, Adobe Photoshop, Microsoft Visual Studio, QuarkXpress, Mathematica, and SPSS. Specialty labs include MIDI, Language and Macintosh. In addition, student residences are equipped with filtered high-speed Internet. The library also has a wide variety of online resources, including more than 60,000 online full-text journals; 72,000 e-books; and 250 research databases.

For additional information: Dr. David Barnett, Dean
DeMoss Hall Learning Center • www.liberty.edu/information/services/ilrc/library
• (434) 592-3751 • dbarnett@liberty.edu



Liberty Police Department (LUPD)

LUPD has 2010-11 vehicle decals available for students who have completed their online Vehicle Registration Form. **Please bring a copy of the form along with your driver license, vehicle registration and student ID number to pick up your decal.** We will be available on the second floor of DeMoss Hall during your Enrollment Assistance session.



Student Advocate Office (SAO)

WE'VE GOT YOUR BACK!

The Student Advocate Office has been established to help students who have already gone through all the customary operating procedures but have not been able to resolve their particular challenges; even after they have exhausted all other options.

Upon arriving on campus this spring, the responsibility to oversee your success will transition from Admissions to a variety of offices, including the Student Advocate Office. A Student Advocate will assist you through the process of completing your degree.

For additional information:

Michael Shenkle, Director
Campus North 2668 • www.liberty.edu/sao • (434) 582-7200
• studentadvocate@liberty.edu • Mon.-Fri. 9 a.m.-6 p.m.



Career Center

The Career Center assists students in realizing their God-given potential through exploring and developing career and education decisions and plans that are rooted in their faith and values.

- Experiential Education - Internship, job shadowing and alumni mentoring to develop skills and hands-on experience
- Washington Semester - Experience the nation's capitol while living, studying and interning in Washington, D.C.
- Professional Development - Resume & cover letter writing and critique, mock interviews, networking and job search skills
- Other Services - Graduate school preparation, career fairs & workshops
- LUnetWORK- Online job list for LU students and alumni

For additional information:

Carrie Barnhouse, Director
DeMoss Hall 1007 • www.liberty.edu/career • (434) 592-4109 • careers@liberty.edu



Parent and Family Connections Office

Parent and Family Connections provides programs uniquely designed for parents and serves as a liaison between the parents and the university student support services. This office provides many resources to assist parents while their students attend Liberty. Sign up today to receive our monthly e-newsletter at parents@liberty.edu.

MARK YOUR CALENDAR - plan to join us for Spring Family Weekend, March 4-6
Online registration will begin January 10th. Be sure to make your hotel reservations early! For more information about our office and Family Weekend details, visit: www.liberty.edu/parents.

For additional information:

Theresa Dunbar, Director
Residence Hall 17 • www.liberty.edu/parents • (434) 582-2339
parents@liberty.edu • Mon.-Fri. 8:30 a.m.-5 p.m.



Liberty University Bookstore

If you are receiving a book voucher please make sure to also include a major credit card as back up. If we are not able to process the voucher at the time of the transaction it will default to the credit card, without a backup credit card the order will have to be cancelled. We will gladly refund your credit card and charge your voucher as soon as the voucher becomes available. Please make sure to keep your receipts for any returns or exchanges.

For additional information:
www.liberty.bncollege.com • (434) 582-2316
Please visit our 20,000-square-foot location.

BARNES & NOBLE
BOOKSELLERS

Center for Academic Support and Advising Services (CASAS)

Academic Advising

- Check out www.liberty.edu/registration for important tips & suggestions.
- All new students must meet with their Professional Advisors prior to class registration for fall semester.
- Dwayne Melton, Director of Advising
(434) 592-4110 • casas@liberty.edu

Bruckner Learning Center (BLC)

- College Study Strategy classes
- Tutoring software
- Dr. Heather Schoffstall, Director
(434) 582-2226 • blc@liberty.edu

Career Center

- Career planning and support services
- Carrie Barnhouse, Director
(434) 592-4109 • careers@liberty.edu

Developmental Mathematics

- Foundational Math classes
- Supervised math lab
- Assistance with test anxiety
- Dr. Kathy Spradlin, Coordinator
(434) 592-3388 • dvma@liberty.edu

Freshman Seminar (FRSM)

- Interactive course with other first-time students
- Introduction to Liberty policies and procedures
- Jess Cromley, Coordinator
(434) 592-4110 • frsm@liberty.edu

Individual Programs of Study

- Interdisciplinary Studies major (B.A., B.S.)
- General Studies major (B.S.)
- Barbara Sherman, Director
(434) 592-4718 • individualstudy@liberty.edu

Office of Disability Academic Support (ODAS)

- Assistance with scheduling of classes
- Coordination of reasonable accommodations
- Assistive Learning Computer Lab
- Hands of Liberty Deaf Department
- Denny McHaney, Director
(434) 582-2159 • disability@liberty.edu

Standardized Testing

- Jim Wagner, Director
(434) 592-4110 • testing@liberty.edu

Testing Services

- Computerized CLEP testing
- Make-up test site
- Janie Harrison, Supervisor
(434) 582-2408 • ttc@liberty.edu

Tutoring Services

- Free peer-tutoring in a variety of subjects
- Tara Watkins, Coordinator
(434) 582-2130

For More Information

- Dr. Brian Yates, Executive Director
DeMoss Hall 2016
www.liberty.edu/casas
(434) 592-4110
casas@liberty.edu

CASAS

Campus Recreation

Student activities, intramural sports, Student Centers, LaHaye Ice Center, club Sports and Snowflex

Connects you to all Liberty University has to offer beyond the classroom.

Contact Information for Campus Recreation:

Phone: (434) 592-3148

Email: campusrecreation@liberty.edu

Campus
Recreation

Information Services HelpDesk

Computer Support

Liberty University has a world-class, high-speed network designed to meet the expectations of this mobile generation. The network includes high-speed wired connections in the residence halls and campus-wide connectivity through our wireless network. Behind the scenes, our Network Operations Center staff works 24 hours a day to provide the best network and application service possible.

Liberty University also offers superior customer support through the IT HelpDesk. The HelpDesk is available for phone and walk-in support and has certified technicians who can repair hardware and software problems on Lenovo, Dell and Apple computers that are under warranty at no charge. For more information about the HelpDesk and the services offered visit, www.liberty.edu/HelpDesk.

IT Marketplace

The IT Marketplace provides students with the ability to purchase computers, software, and much more at discounted educational prices. Some of the major brands are: Microsoft, Apple, Dell, Lenovo and Sony. The IT Marketplace also offers recommended systems that will assist you in maximizing the technology on campus throughout your career at Liberty. These systems will not only fit the specifications for your area of concentration, but also come with a four year warranty so there will be no need to worry if something needs repair.

For more information about the IT Marketplace and the recommended systems visit, www.liberty.edu/itmarketplace.

IT

Card Services

Visit Card Services during your Enrollment Assistance session to receive your Flames Pass ID card. It provides access to meal plans, Flames Cash, events and activities campus wide. Also, receive information about the Higher One card, which is issued to every student and is needed to select a refund preference to receive financial refunds.



Office of Spiritual Programs

Weekly Campus Church and convocation services connect students with their Creator through passionate worship and powerful messages firmly rooted in biblical truth.

Contact Information for Spiritual Programs:

Pastor Johnnie Moore,

Vice President of Executive Projects and Campus Pastor

Phone: (434) 592-3274

Email: Campuschurch@liberty.edu

Website: www.liberty.edu/spirituallife

OSP

Office of Student Leadership (OSL)

OSL

The Office of Student Leadership wants to see that EVERY student is ministered to. We have four objectives when it comes to ministering to students:

- Every student is loved
- Every student is prayed for daily by name
- Every student is prayed with weekly
- Every student is given the chance to be personally discipled

Contact Information for the Office of Student Leadership:

Dr. Todd Campo,
Vice President for Student Leadership
Phone: (434) 592-4138
Email: studentleadership@liberty.edu
Website: www.liberty.edu/faithservice

Center for Multicultural Enrichment (CENTER4ME)

CENTER4ME

The purpose of the Center for Multicultural Enrichment is to unify the various cultural and ethnic populations on the campus by overcoming divisions. The center serves as an advocate for minority students and seeks to celebrate cultural diversity by offering experiential learning opportunities to all students.

Programs/Services:

- Campus Relations
- Black Student Initiative
- Special Projects
- Cultural Awareness
- EQUALITY Factor Movement
- ASSIST Program
- Connections Weekly

For additional information: Melany A. Pearl, Director
Residence Hall 20 • www.liberty.edu/Center4ME • (434) 592-4020 • center4me@liberty.edu

International Student Center

ISC

The C. Daniel Kim International Student Center opened its doors in spring 2004 to meet the needs of the growing body of international students at Liberty University. The ISC sponsors events throughout the year to celebrate international students and their cultures as well as provide field trips and other opportunities for international students to experience all that Liberty and the Commonwealth of Virginia have to offer.

The International Student Center is a primary location for information and activities for current international students. Foreign Student Advisors, the International Student Advocate, the International Student Program Coordinator and international student health insurance office are all housed in the International Student Center. Come visit us and enjoy a cup of coffee or tea anytime!

For more information:
intlstucenter@liberty.edu • (434) 592-4118 • Mon.-Fri. 8 a.m.-5 p.m. • SLAB 126

Student Conduct

Liberty University HONOR Code

Student Conduct supervises the Student Court and Office of Student Conduct which are responsible for implementing "The Liberty Way." One of the most important aspects of maintaining an encouraging Christian environment at Liberty University is our Honor Code, which states:

"We, the students, faculty, and staff of Liberty University, have a responsibility to uphold the moral and ethical standards of this institution and personally confront those who do not."

Every student attending Liberty University must agree to abide by the Honor Code; therefore, it is important that students review The Liberty Way (student handbook), which can be found at www.liberty.edu/libertyway.

The division of Student Affairs maintains the policies within the student handbook, but it is each person's responsibility to uphold these standards. If you have questions or need assistance at any time, please contact the Student Conduct Offices.

Contact Information for the Office of Student Conduct:

Keith Anderson, Dean of Students
Phone: (434) 582-2230
Email: studentconduct@liberty.edu
Website: www.liberty.edu/studentaffairs/officeofstudentconduct

Student Conduct

Student Care

Student Care offers complimentary counseling and mentorship while also providing first response ministry to students experiencing personal or family crises.

Contact Information the Office of Student Care:

Keith Anderson, Dean of Students
Phone: (434) 582-2651
Email: studentcare@liberty.edu
Website: www.liberty.edu/studentaffairs/studentcare

Student Care

Liberty University Health Services

- When filling out the health form, students need to make sure that the form is filled out COMPLETELY. (Please make sure that the information given is the student's information.) In regard to immunizations, it is important to fill in ALL dates required.
- It is extremely important that the STUDENT signs the form when completed, not the parent.
- On section three, pertaining to immunizations, students need to fill in ALL dates required OR attach a copy of their shot record from their primary care physician, health department or hospital.
- As a reminder, Liberty University Health Services works just like a regular doctor's office (we file visits to the patient's health insurance). Office visits, therefore, will be billed a regular rate and are not covered within the price of Liberty University's tuition fees.

For additional information:
Campus North (Student Entrance Hallway)
www.liberty.edu/studentaffairs/healthservices • (434) 200-6370
Mon.-Fri. 8:30 a.m.-5 p.m.

Health Services

contact sheet

SCHOOL/DEPARTMENT	DEAN/DEPARTMENT CHAIR/CONTACT	PHONE	OFFICE NUMBER
Vice Chancellor, Acting Provost	Dr. Ronald S. Godwin	(434) 582-7600	CN-Executive Suites
Honors Program	Dr. Jim Nutter	(434) 592-3304	DH-2196
Associate Dean of Graduate School	Dr. Douglas Mann	(434) 592-4306	CN-Executive Suites
School of Aeronautics	Brig. Gen. David Young, Dean USAF (ret)	(434) 592-3942	AS-102
Aviation	Capt. Ernie Rogers USN (ret)	(434) 582-2183	AS-102
College of Arts and Sciences	Dr. Roger Schultz, Dean	(434) 592-4031	CN 1884
Biology/Chemistry	Dr. Paul Sattler	(434) 582-2209	SH-111
Health Sciences and Kinesiology	Dr. Ralph Linstra	(434) 582-2427	CN 1892
History	Dr. David Snead	(434) 592-3113	CN-1532
Family and Consumer Sciences	Mary Simpson	(434) 592-4674	AS-117
Mathematics	Robert Young	(434) 582-7480	AS-113
Music and Humanities	Dr. John Hugo	(434) 582-2282	FA-102B
Nursing	Dr. Dea Britt	(434) 582-2519	DH-2103
Psychology	Dr. Dennis Jennings	(434) 592-3112	CN-1830
Theater	Linda Nell Cooper	(434) 582-2078	CN-1265
School of Business	Dr. Bruce Bell, Dean	(434) 592-3863	DH-1046
Accounting	Dr. Gene Sullivan	(434) 582-2913	DH-1022
Business Management	Dr. David Duby	(434) 592-3718	DH-1066
Finance and Economics	Robert Mateer	(434) 582-2013	DH-1058
Marketing	Paul Young	(434) 582-7744	DH-1060
International Business	Dr. Brian Satterlee	(434) 582-2647	DH-1065
Center for Academic Support & Advising Services	Dr. Brian Yates, Exec. Director	(434) 592-4110	DH-2016
Office of Disability Academic Support	Denny McHaney, Director	(434) 582-2159	DH-2016
Bruckner Learning Center	Dr. Heather Schoffstall, Director	(434) 582-2226	DH-3000
Career Center	Carrie Barnhouse, Director	(434) 592-4109	DH-1007
School of Engineering and Computational Sciences	Dr. Ron Sones, Dean	(434) 592-7150	DH-3278
Computer Science	Dr. Melesa Bolt	(434) 592-7150	DH-3278
Computer Assessment	Ann Rowlette	(434) 592-7150	DH-3278
Computer Engineering	Dr. Carl Pettiford	(434) 592-7150	DH-3278
Electrical Engineering	Dr. Carl Pettiford	(434) 592-7150	DH-3278
Industrial & Systems Engineering	Dr. Carl Pettiford	(434) 592-7150	DH-3278
Information Systems	Dr. Melesa Bolt	(434) 592-7150	DH-3278
Web Technology & Design	Dr. Melesa Bolt	(434) 592-7150	DH-3278
School of Communication	Dr. William Gribbin, Dean	(434) 582-2777	DH-2157
Communication Studies	Dr. Cecil Kramer	(434) 582-2111	DH-2153
English & Modern Language	Dr. Karen Prior	(434) 582-3918	DH-2154
Teaching English as a Second Language	Dr. Paul Müller	(434) 582-2260	DH-2130
School of Education	Dr. Karen Parker, Dean	(434) 582-2195	TE-101A
Sport Management	Dr. Vicky Martin	(434) 592-3725	TE-124
Teacher Education	Dr. Michelle Goodwin	(434) 582-2265	TE-101A
Helms School of Government	Dr. Shawn Akers, Dean	(434) 592-3691	SLAB-136
Criminal Justice	Paul Rickert	(434) 592-3688	SLAB-141
Government	Dr. Stephen Parke	(434) 592-4570	SLAB-135
School of Religion	Dr. Elmer Towns, Dean	(434) 582-2169	RH-107A
Biblical Studies	Dr. Wayne Brindle	(434) 582-2446	RH-150
Worship and Music Studies	Dr. Vernon Whaley	(434) 592-3875	David's Place
Center for Missions and Global Ministries	Dr. Don Fanning	(434) 592-4127	RH-120
Christian Community Service	Dr. Lew Weider	(434) 582-2325	RH-101
Center for Youth Ministries	Dr. Steve Vandergriff	(434) 582-2310	RH-127
Inter-Cultural Studies	Dr. Don Fanning	(434) 592-4127	RH-120
Philosophy/Theology	Dr. Gary Habermas	(434) 582-2577	RH-105
Office of Student Housing	Betty Saunders	(434) 592-4139	Residence Hall 17-1
Health Services	Dr. R. Lane	(434) 582-2514	CN Suite 1845
Student Advocate Office	Michael Shenkle	(434) 582-7200	CN 2668
International Student Center	Dr. William Wegert, Dean	(434) 592-4118	SLAB 126
Center for Multicultural Enrichment	Melany A. Pearl	(434) 592-4020	Residence Hall 20-1
Human Resources	Jenny Tibbs	(434) 592-7330	hr@liberty.edu

TEAM	CONTACT	PHONE	EMAIL
Baseball	Coach Jason Murray	(434) 582-2103	jfmurray@liberty.edu
Basketball - Men's	Rebekah Ray	(434) 582-2337	rray@liberty.edu
Basketball - Women's	Katie Garlick	(434) 582-2907	kpgarlick@liberty.edu
Cheerleading	Coach Jenny Sydnor	(434) 592-4481	cheer@liberty.edu
Field Hockey - Women's	Coach Jodi Murphy	(434) 582-2100	jimurphy5@liberty.edu
Football	Coach Charlie Skalaski	(434) 582-2034	cskalaski@liberty.edu
Golf - Men's	Coach Jeff Thomas	(434) 582-7448	jthomas5@liberty.edu
Lacrosse - Women's	Coach Regan Denham	(434) 582-2564	rdenham@liberty.edu
Soccer - Men's	Coach Jeff Alder	(434) 582-2381	jtalder@liberty.edu
Soccer - Women's	Coach Jess Hain	(434) 582-2768	jjceli@liberty.edu
Softball	Coach Paul Wetmore	(434) 582-7255	pawetmor@liberty.edu
Tennis - Men's & Women's	Coach Chris Johnson	(434) 582-2409	cjohnson4@liberty.edu
Track/Cross Country - Men's	Coach Brant Tolsma	(434) 582-2455	bctolsma@liberty.edu
Track/Cross Country - Women's	Coach Brant Tolsma	(434) 582-2455	bctolsma@liberty.edu
Volleyball	Coach Jennifer Vaden	(434) 582-2614	jvaden@liberty.edu
Wrestling	Coach Jesse Castro	(434) 582-7463	jcastro@liberty.edu
Women's Swimming	Coach Jake Shellenberger	(434) 582-2387	jashellenberger@liberty.edu

CLUB SPORTS			
Paintball	Coach Todd Hogleund	(434) 944-5231	paintball@liberty.edu
Archery	Coach Jon Geukgeuzian	(434) 582-2350	archery@liberty.edu
Women's Hockey Division I	Coach Paul Bloomfield	(434) 386-7383	womenshockey@liberty.edu
Women's Hockey Division II	Coach Zachary Bauman	(434) 592-5438	zbauman@liberty.edu
Men's Hockey Division I	Coach Kirk Handy	(434) 592-4193	hockey@liberty.edu
Men's Hockey Division II	Coach Chris Lowes	(434) 401-5729	clowes@liberty.edu
Men's Hockey Division III	Coach Rett McGibbon	(434) 592-3953	ahmcgibbon@liberty.edu
Taekwondo	Coach Allie Plumbback	(434) 592-3957	akplumbback@liberty.edu
Men's Volleyball	Coach Johnathan Willis	(804) 687-1816	mensvolleyball@liberty.edu
Figure Skating	Coach Tatiana Gomez	(434) 592-5435	synchronizedskating@liberty.edu
Crew	Coach Mark Furler	(717) 578-4527	crew@liberty.edu
Gymnastics	Coach Mariah Dailey	(434) 941-8853	gymnastics@liberty.edu
Triathlon	Coach Beth Frackleton	(434) 258-5028	triathlon@liberty.edu
Freestyle Ski & Snowboard	Coach Eric Hegreness	(440) 488-0887	skiandsnowboard@liberty.edu
Women's Synchronized Skating	Coach Tatiana Gomez	(434) 592-5435	synchronizedskating@liberty.edu
Ultimate Frisbee	Coach Jason Jarrett	(434) 426-0649	ultimatefrisbee@liberty.edu
Men's Lacrosse	Coach Kyle McQuillan	(434) 592-3458	menslacrosse@liberty.edu

CAMPUS RECREATION			
Intramural Sports	Ed Barnhouse	(434) 592-3148	intramuralsports@liberty.edu
Student Activities	Chris Misiano	(434) 592-3061	studentactivitiesinfo@liberty.edu
LaHaye Student Union	Front Desk	(434) 592-3221	kmiear@liberty.edu
LaHaye Ice Center	Tatiana Gomez	(434) 592-3953	tmgomez@liberty.edu
Liberty Mountain Snowflex Centre	Drew Sherwood	(434) 582-3539	ddsherwood@liberty.edu

FINE ARTS AUDITIONING			
Director of Bands	Dr. Stephen Kerr	(434) 582-2363	spkerr@liberty.edu
Instrumental (non band)	Dr. Sean Beavers	(434) 582-2289	sbeavers@liberty.edu
Jazz Ensemble	Dr. Stephen Kerr	(434) 582-2363	spkerr@liberty.edu
Marching Band	Dr. Stephen Kerr	(434) 582-2363	spkerr@liberty.edu
Piano/Keyboard	David Ehrman	(434) 582-2215	dehrman@liberty.edu
Vocal	Linda Granger	(434) 582-2217	lzgranger@liberty.edu

CLUBS & ORGANIZATIONS			
Debate	Michael Hall	(434) 582-2088	mphall@liberty.edu
International Student Center	Front Desk	(434) 592-4118	intlstucenter@liberty.edu
ROTC	Marsha Martinez	(434) 592-3828	mdmartinez@liberty.edu
SGA	Student Government	(434) 582-2323	sga@liberty.edu

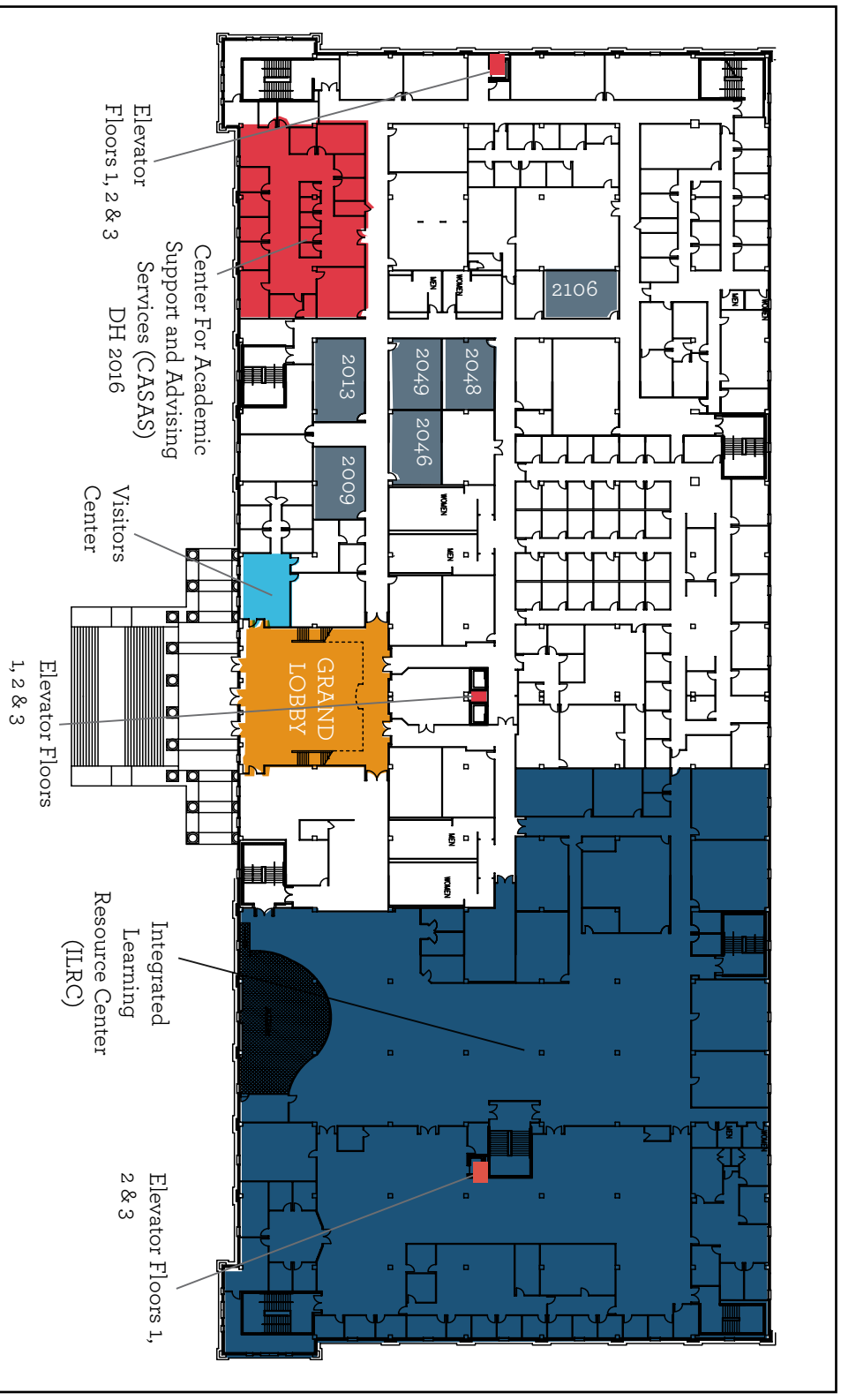
MINISTRY OFFICES			
Department of Ministry Teams	Hanna Bruce	(434) 582-2002	ministryteams@liberty.edu
Office of Spiritual Programs	Pastor Johnnie Moore, V.P.	(434) 592-3274	spirituallife@liberty.edu
Student Care Office	Keith Anderson, Dean of Students	(434) 582-2651	studentcare@liberty.edu
Student Conduct Office	Keith Anderson, Dean of Students	(434) 582-2230	studentconduct@liberty.edu
Office of Student Leadership	Dr. Todd Campo, V.P.	(434) 592-4138	studentleadership@liberty.edu
Campus Pastor's Office	Dwayne Carson, V.P. of Spiritual Development & Sr. Campus Pastor	(434) 592-5411	CPO@liberty.edu
Center for Global Ministries	Dr. Don Fanning	(434) 592-4127	missions@liberty.edu

AS - Applied Science Hall
 DH - DeMoss Hall Learning Center
 CN - Campus North

FA - Fine Arts
 RH - Elmer L. Towns Religion Hall
 SH - Science Hall

SLAB - Spiritual Life & Academic Building
 TE - Teacher Education Hall

DeMoss 2nd Floor



DeMoss 1st Floor



The adjustment process is complete upon receiving the Financial Check-In Confirmation page displaying the text "Thank You for Completing Financial Check-In - Please Print this Page for Your Records." This page will reflect the newly confirmed amounts for all future tuition payment plan drafts.



- New students are required to create their Liberty username and password by going to Liberty's homepage: www.liberty.edu and clicking on Student Log-in.
- Select the "[Claim New Account](#)" link.
- Continue through the screens, supplying the answers to the screens to create your Liberty User Account and Password.
- This step also creates your ASIST account and Liberty Email account.
- If you do not have your Student ID number, call (800) 543-5317 so an Admissions Counselor can assist you with this information. For further Login assistance, contact the Liberty University Information Technology HelpDesk: (434) 592-7800.

1. GO TO Liberty's homepage, WWW.LIBERTY.EDU.

2. Find and select **Student Login** located on the top menu bar.
3. Log in with your username and password in the LU Login box, then select Go. (If you do not have a Liberty account, Select the "[Claim New Account](#)" link.)
4. Find and select **ASIST**.
5. Find and select **Student**.
6. Find and select **Financial Check-In**.
7. The Financial Check-In welcome page will let you know that you need to proceed through all the pages until you reach the page that states "Thank you for completing Financial Check-In." Then select **Get Started**.
8. Select the term you are completing Financial Check-In for (Spring 2011) and select **Continue**.
9. Read the Policies and Procedures page.
10. On the Address Verification page review, verify and/or update information, select **Continue**.
11. The Credit Balance Options page is where the student indicates their refund option if a credit is generated.
12. On the Flames Cash page, enter the desired dollar amount minus any New Student Book Dollars for which you may have qualified. *Note: New students who qualify for New Student Book Dollars may not need to enter an amount on this page.

13. On the Vehicle Registration page, indicate if you will have a vehicle on campus and then select **Continue**.
14. On the Housing page complete the On Campus housing application and proceed through the housing selection pages (call (434) 592-4139 with all housing related questions).
15. The Financial Aid Acknowledgement page informs you of important information related to receiving financial aid. Select **Continue** after reading this information.
16. The Financial Aid Summary page shows elements and awards you may receive. Review this information and select **Continue**.
17. The Summary of Account page shows the previous balance, tuition, fees, housing fees, financial aid elements and balance. Review this information and select **Continue** to view payment options.
18. Select a payment option on the Payment Plan Selection page.
19. Enter your payment method, either credit card or checking account to be drafted. Then read and agree to the payment option selected on the Check-In Contract page.

20. PRINT THE CHECK-IN CONFIRMATION PAGE FOR YOUR RECORDS

- the confirmation page includes the Summary of Account, payment option selected, personal account information, and contract. **It is very important that this page is printed for your records.**

STEPS TO CONFIRM ADJUSTED INSTALLMENTS:

If you have chosen an installment plan that will show adjustments later due to financial aid, housing or other changes, you will need to confirm those new amounts five days prior to the drafting of the next scheduled payment. Please log onto ASIST, click on Financial Check-In and follow the steps to confirm the new amounts. If the new amounts are not confirmed five days prior to the next draft date the last confirmed amount will be processed. Please contact Student Service Center at (434) 592-5100, or toll-free (888) 632-5551 between the hours of 8:30 a.m. and 4:30 p.m. Monday-Friday.

LIBERTY
UNIVERSITY™

1971 University Boulevard
Lynchburg, Virginia 24502
(434) 582-2000
www.liberty.edu