



Campbell University
College of Pharmacy
& Health Sciences
Student Handbook
2009-2010

Campbell University

College of Pharmacy & Health Sciences

Student Handbook *2009-2010*

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Introduction

Mission

The mission of the College of Pharmacy & Health Sciences is to educate students in a Christian environment to be pharmacists or pharmacy-related professionals who will meet existing and future healthcare needs and who will provide leadership to their profession and to organizations that represent pharmacy.

Campbell University Statement of Purpose

Campbell University is a university of the liberal-arts, sciences, and professions which is committed to helping students develop an integrated Christian personality characterized by a wholeness of body, mind, and spirit that includes: a method of critical judgment; an appreciation of the intellectual, cultural, and religious heritage; stewardship of the body; and a sensitive awareness of the world and society in which they live and work with persons. Campbell University is a Christian university that endeavors to present Christian principles to students both in and out of the classroom to foster their application to daily life.

The purpose of Campbell University arises out of three basic theological and Biblical presuppositions: learning is appointed and conserved by God as essential to the fulfillment of human destiny; in Christ, all things consist and find ultimate unity; and the Kingdom of God in this world is rooted and grounded in Christian community. Therefore, the mission of Campbell University, as a community of Christian scholars, is to:

- Provide students with a Christian world view;
- Bring the Word of God, Mind of Christ, and Power of the Spirit to bear in developing moral courage, social sensitivity, and ethical responsibility that will inspire a productive and faithful maturation as individuals and as citizens;
- Transfer from one generation to the next the vast body of knowledge and values accumulated over the ages;
- Encourage creativity, imagination, and rigor in the use of intellectual skills;
- Affirm the University's commitment to the belief that truth is never one-dimensional but in wholeness is revelatory, subjective, and transcendent as well as empirical, objective, and rational, and that all truth finds its unity in the mind of Christ;
- Frame University teaching in the context of a liberal arts education seeking to free persons to live more abundantly and securely in an ever-changing social order;
- Foster stewardship in nurturing the gifts of the mind and in developing aesthetic sensibilities;
- Equip students with superior vocational skills, productive insights, and professional integrity;
- Provide a community of learning that is committed to the pursuit, discovery, and dissemination of knowledge to serve the region as well as national and international communities;
- Prepare students for purposeful lives and Christian service throughout the world through undergraduate graduate, and professional instruction including terminal graduate and professional programs;
- Provide services to the general community through research efforts, continuing education, cultural enrichment programs; and extended campus education;
- Cooperate with other educational institutions for the advancement of mankind.

This university sees the human vocation as living by faith under grace with no conflict between the life of faith and the life of inquiry.

Brief History of Campbell University

Ad astra per aspera

Implicit in this old Latin motto, To the stars through difficulties, adopted during the dark days of Reconstruction, are beliefs, aims, and objectives that have guided this institution through ever-changing circumstances. Campbell's rise from a community school of twenty-one students to eminence as a great Southern academy and later to its present standing among the state's largest church-related senior universities is illustrative of what perseverance can accomplish in scaling the heights. Campbell University was founded on January 5, 1887, by James Archibald Campbell, a North Carolina preacher who believed that no student should be denied admission because of the lack of funds. Known as Buies Creek Academy, the school that began with 21 students grew slowly during the early years. From the beginning, Dr. James Archibald Campbell's passion was that his school prepare young men and women for a living and for a life, not one but both. He was concerned that Christ have His way in the classroom and that He have His way in the church house, no difference... Campbell College — Big Miracle at Little Buies Creek (1887–1974) Dr. J. Winston Pearce. In 1925, the school's property was deeded to the North Carolina Baptist State Convention. In 1926, the school attained junior college status and changed its name from Buies Creek Academy to Campbell Junior College. In 1961, Campbell became a senior college. The name was changed to Campbell University on June 6, 1979. Graduate programs were begun in 1977 with the Master of Education degree. The Master of Business Administration degree was added in 1978, and the Master of Science in Government was established in 1982. The Campbell University School of Law was founded in 1976, and the Lundy-Fetterman School of Business was begun in 1983. The Schools of Pharmacy and Education were established in 1985. The Divinity School was established in 1995.

In over one hundred years of service, Campbell University has been served by only four presidents:

James Archibald Campbell 1887–1934

Leslie Hartwell Campbell 1934–1967

Norman Adrian Wiggins 1967–2003

Jerry M. Wallace 2003–Present

The College of Pharmacy & Health Sciences has grown over the past 25 years from offering a single Doctor of Pharmacy program to offering five valuable degree programs. The School offers Bachelor of Science and Master of Science degrees in Clinical Research and Pharmaceutical Sciences. These programs are designed to prepare students to enter highly technical roles in the pharmaceutical industry or to pursue postgraduate studies in the biomedical sciences. The School also offers opportunities for Doctor of Pharmacy students to pursue Master's degrees in Business Administration, Clinical Research, and Pharmaceutical Sciences. Recently, the College announced its plans to pursue a program to educate Physician Assistants.

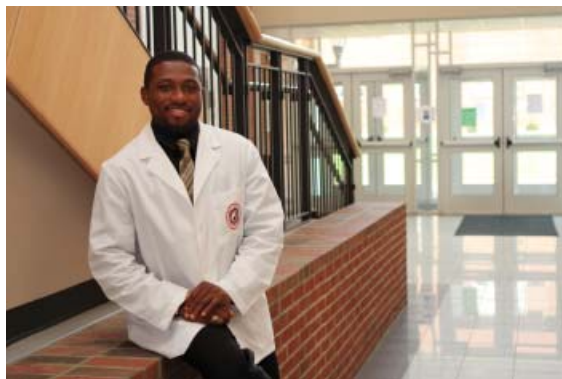
Non-Discriminatory Policy

Campbell University and the College of Pharmacy & Health Sciences is an equal education opportunity institution; and in keeping with this policy, the University makes no distinction in the admission of students or any other of its activities on the basis of race, religion, gender, lifestyle, sexual orientation, national origin, or disability status.



Accreditation

Campbell University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Associate, Bachelor's, Master's, Education Specialist, and Doctor's degrees. The Campbell University College of Pharmacy & Health Sciences is a member of the American Association of Colleges of Pharmacy and is fully accredited by the Accreditation Council for Pharmacy Education.



Tuition and Fees

Tuition and fees are determined annually and are available at www.campbell.edu/pharmacy.

Refund Policy: "If any student attends any class and subsequently withdraws or is suspended from the College of Pharmacy & Health Sciences for any cause, no refund of tuition or any part of the fees is made."

Student Rights & Responsibilities

College of Pharmacy & Health Sciences Honor Code

We, the students and faculty of Campbell University College of Pharmacy & Health Sciences, recognize that pharmacy and its related professions are among the most noble and honorable callings to which one may aspire. These are professions that demand of their members the highest degree of professional competence, ethical behavior, and morality. They require continuous educational development, constant personal and professional self-examination, and an ever-present awareness and sensitivity to human problems. It is the responsibility of every pharmacy related professional, from the day that his/her professional career begins, to seek to achieve the highest aspirations and goals inherent in the profession; to exhibit honor and integrity in the use of his/her special skills for the betterment of humankind; and to act at all times in a manner which will instill public confidence in the profession. We therefore adopt this Honor Code in an attempt to set forth the minimum standards by which our conduct should be governed.



Professionalism

Dress Code

In order to prepare students to enter a responsible health profession, the student pharmacists and faculty of Campbell University College of Pharmacy & Health Sciences expect dress, which gives the impression of cleanliness, orderliness, and sense of purpose. Proper professional attire signals to patients and other health professionals a student's self confidence, knowledge level, and willingness to participate in responsible decision making processes. As increasing responsibilities are rapidly placed on a student's shoulders as he or she progresses through our Doctor of Pharmacy program, professional attire is encouraged upon entrance to our program and demanded in all clinical experience settings. The short-length white lab coat is essential for pharmacists in training.

During the first three didactic years of our program, "business casual" attire is appropriate for classroom and examination sessions. Business casual attire for men includes collared shirts and khaki or dress slacks; for women knee-length skirts or dress slacks with tailored blouses.

The following dress and accessories are unacceptable in the clinic and classroom: hats, caps, t-shirts, men's sleeveless shirts, blue jeans, sweat pants, athletic attire, tank tops, bare midriffs, and visible tattoos or any body piercing (other than earrings).

Student Clinical Code of Conduct

The Campbell University College of Pharmacy & Health Sciences students and faculty have adopted the following code of conduct to guide ethical behavior in hospitals, community pharmacies, research and production facilities, and various rotation sites included as clinical practice experiences. We feel that the magnitude of our responsibility as healthcare professionals necessitates the establishment of the highest standards of professional conduct.

This code of conduct represents general standards of behavior and illustrates ideals for which to strive; however, specific infractions reported by students, preceptors or faculty to the Chairperson of the Student Affairs Committee may be investigated by this Committee with respect to both the magnitude and chronicity of incidents considered. It should also be understood that these general standards may not afford guidance in every conceivable situation or anticipate every possible infraction.

The Student Affairs Committee will be charged with the responsibility of promptly investigating alleged infractions of this code. All cases will require the submission of a report of findings and appropriate recommendations to the Dean's Office in a timely manner.

Students should read, discuss and sign the College of Pharmacy & Health Sciences Honor Code prior to enrollment in the College of Pharmacy & Health Sciences. This code of conduct was created by the students and faculty of the College of Pharmacy & Health Sciences. Modifications of this code will require majority approval of both the faculty and student body.

Respect and Concern for the Welfare of Patients

The student pharmacist will:

- Treat patients and their families with respect and dignity both in their presence and in discussions with others.
- Recognize when one's ability to function effectively is compromised and ask for relief or help.
- Recognize the limits of student involvement in the medical care of a patient and seek supervision or advice before acting when necessary.
- Not use alcohol or other drugs in a manner that could compromise themselves or patient care.

Respect for the Rights of Others

The student pharmacist will:

- Deal with professional, staff and peer members of the health care team in a considerate manner and with a spirit of cooperation.
- Act with an egalitarian spirit toward all persons encountered in a professional capacity regardless of race, religion, gender, sexual preference or socioeconomic status.
- Respect the patients modesty and privacy.

Trustworthiness

The student pharmacist will:

- Be truthful in communication to others.
- Maintain confidentiality of patient information.
- Admit errors and not knowingly mislead others to promote one's self at the expense of the patient.
- Not represent himself/herself as a pharmacist, physician, physician's assistant, or other health professional.
- Accurately acknowledge the sources for all information reported. Failure to do so will be considered plagiarism.

Responsibility and Sense of Duty

The student pharmacist will:

- Participate responsibly in patient care or research to the best of his or her ability and with the appropriate supervision.
- Undertake clinical duties and persevere until they are complete.
- Notify the responsible person if something interferes with his or her ability to perform clinical or academic tasks effectively.

Professional Demeanor

The student pharmacist will:

- Maintain a neat and clean appearance, and dress in attire that is accepted as professional to the population served.
- Be thoughtful and professional when interacting with patients and families.
- Strive to maintain composure during times of fatigue, professional stress, or personal problems.
- Avoid offensive language, gestures, or inappropriate remarks.
- Adhere to the College of Pharmacy & Health Sciences's Professional Dress Code.

Student Rights

In addition to the standards we have adopted for the conduct of ourselves, we expect to be treated with respect as participants in the delivery of healthcare.

The student pharmacist:

- Should be challenged to learn, but should not be belittled, humiliated or abused in front of patients, peers or other health professionals.
- Should not be sexually harassed, either verbally or physically.
- Should not be discriminated against on the basis of gender, race, religion or sexual preference.
- Should be a participant in patient care decisions whenever possible.
- Should have his or her pharmacy-related education take priority over routine menial tasks.

If a preceptor feels a student pharmacist lacks adequate knowledge or skills, he or she has the responsibility to inform and instruct that student so he or she can improve his or her performance. If a student feels that a preceptor has committed infractions against the above standards, he or she has the responsibility of informing that preceptor, whether by direct contact or by way of an honest preceptor evaluation at the end of a rotation, of such feelings so that the preceptor can improve his or her performance.

NOTE: The above standards of conduct are based on the Code of Conduct for Duke University Medical Students and have been adapted to meet the individual needs of the Campbell University College of Pharmacy & Health Sciences.

Pledge

PLEDGE: A student’s signature indicates that he/she agrees to uphold the following pledge. This pledge must be signed prior to entry into the College of Pharmacy & Health Sciences.

I _____, having read and having a clear understanding of the basis, spirit and interpretation of the Honor Code of Campbell University College of Pharmacy & Health Sciences, pledge my personal honor. I will uphold this Code and its standards in all matters. If at any time I should violate the letter or the spirit of this Pledge, I shall accept full responsibility for my actions.

_____ Student’s Signature _____ Date

Student Representation-Standing Committees

The opinions of student pharmacists are valued in the College of Pharmacy & Health Sciences. One avenue in which students may present their opinions is by being a student representative on a standing committee. A student pharmacist from each professional year is asked to serve as a voting member of standing committees and provide perspectives of the student body. The Admissions Committee, Promotion and Tenure Committee, Pre-Pharmacy Committee, and the Scholarships, Honors, and Awards Committee are committees in which the students may not serve as voting members. Student pharmacists are included in the admissions process by serving on interview teams and panels. Recommendations of student pharmacist representatives are made to the Dean of the College of Pharmacy & Health Sciences every August by the Office of Student Affairs.

Curriculum	Student Affairs
Research	Honors, Awards, & Scholarships*
Education Resources	Promotion and Tenure*
Admissions & Enrollment*	Experiential Programs Advisory Committee
Environmental Safety	Pre-Pharmacy Committee*
Continuing Education	Technology Committee
Animal Review	Assessment Committee

*Student pharmacists do not serve as voting members on these committees.

Immunizations

Students accepted into the College of Pharmacy & Health Sciences must complete the required vaccination and immunization requirements, including the Hepatitis B series, varicella immunity, Tdap, and a TB test. The Hepatitis B series is delivered in three injections over a 6 month period. Immunization forms are available in the Office of Admissions & Student Affairs as well as Student Health Services.

Each student pharmacist must provide Student Health Services with a completed immunization and medical history form before the first day of classes. Students are responsible for maintaining immunizations required by the College of Pharmacy & Health Sciences in order to complete all required experiential courses in the Doctor of Pharmacy curriculum.

Student Records

Student pharmacists' records are kept private and maintained in the Office of Admissions and Student Affairs in accordance with FERPA. Original documents are secured in the Office of the Registrar after accepted students have matriculated into the first professional year.

These records are maintained from the beginning of the application process through matriculation and graduation and are only released at the written and documented request of a student. Information below pertaining to Student Records is available from the Office of the Registrar.

The Family Education Rights and Privacy Act gives students the following rights:

- The right to inspect and review education records
- The right to amend records
- The right to have some control over the disclosure of information
- Forbid disclosure of directory information
- Direct institutions to distribute records (transcripts) to third parties on their behalf
- The right to obtain a copy of the university's FERPA policy
- The right to file a complaint with the FERPA office in Washington, D.C.

Directory Information/FERPA

Directory information or education record information that can be disclosed without the student's written permission as defined in Section 99.3 of the original FERPA regulations includes:

the student's name, address, telephone number, date and place of birth, major field of study, participation in normally recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees, and awards received, the most recent educational institution attended by the student, and other similar information. For example, the Family Policy Compliance Officer that an institution could include a student's photograph and class schedule as directory information. However, personal identifiers, such as identification numbers or social security numbers, cannot be designated as directory information.

The 1988 Final Regulations amended this definition by adding that directory information was that information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed.

Campbell University takes a conservative position relative to the release of student information.

The university considers the following information to be directory information at Campbell:

1. Name
2. Academic majors and minors
3. Academic classification (freshman, sophomore, etc.)
4. e-mail address

Crisis Situation/Emergencies/FERPA

If non-directory information is needed to resolve a crisis or emergency situation, the registrar's office may release that information if the institution determines that the information is necessary to protect the health or safety of the student or other individuals. A record will be made of any such disclosures and initiated by committee action as opposed to the action of a single individual.

Factors which will be considered or questions to be asked in making a decision to release such information in this situation are: 1) the severity of the threat to the health or safety of those involved; 2) the need for the information; 3) the time required to deal with the emergency; and 4) the ability of the parties to whom the information is to be given to deal with the emergency.

Criminal Background Check Policy

A policy was developed in response to requirements in the professional practice environment stating that facilities providing care to patients must minimize the risk to patients that may be presented by persons with prior criminal activity. Campbell University College of Pharmacy & Health Sciences requires and will contract with an outside vendor for the performance of criminal background checks of all students enrolled or accepted in the Doctor of Pharmacy program. Students enrolled in the Clinical Research program and the Pharmaceutical Sciences program, who will be participating in training activities at various sites or organizations, may also be required to submit to a criminal background check if required by the organization providing the experiential training.

A copy of the student's criminal background check may be required by the site providing the experiential experience of the College of Pharmacy & Health Sciences student. The health care facility or internship site has the right to make the final determination whether the student may participate at their site. The site has the right to refuse to allow the student to complete a rotation at the respective site. Certain offenses may result in the student not being able to be placed at practice sites. In such cases, the student may not be able to meet the requirements for graduation. Students who are not willing to allow the release of the required personal information may not be able to be placed at an affiliated pharmacy site, and thus cannot meet the requirements for graduation.

Applicants to the Doctor of Pharmacy program will be notified of the background check requirement as part of the application process. All interviewed applicants will be given a copy of the Policy and an authorization/waiver will be obtained. Checks during matriculation will be handled as outlined previously in the Matriculation Policies. In subsequent years, a background check on enrolled Doctor of Pharmacy students will be done during the second professional year (P2), prior to the introductory hospital clerkship, and during the third professional year (P3) prior to beginning advanced practice experiences.

All criminal background data will be maintained in a secure location to assure confidentiality. Routine access to the information will be limited to a staff member in the office of Student Affairs & Admissions, the Associate Dean of Student Affairs & Admission, the Director of Experiential Education and the University General Counsel. The College will notify students of findings as required by law. Students will be assessed a fee to cover the cost of the background check.

Formal Grievance Policy for ACPE Concerns

Students who have concerns regarding the College of Pharmacy & Health Sciences' capability to achieve the standards of accreditation or comply with policies and procedures of the Accreditation Council for Pharmacy Education may file a grievance with the Office of Student Affairs. Formal grievances must be submitted in writing to the Associate Dean for Student Affairs & Admissions. The written grievance should include the following: student name and contact information; the date of the grievance; the specific ACPE accreditation standard, policy or procedure that is involved; and a description of the specific grievance.

The grievance will be reviewed by the Associate Dean for Student Affairs & Admissions and referred to the appropriate administrators for investigation, analysis, and appropriate action. Students should expect a timely, fair, and comprehensive review of their complaints to include personal discussions with appropriate administrators, and the opportunity to supply supportive documentation or the testimony of fellow students regarding their concerns. Students will be notified regarding the outcome of the review and any actions planned or taken.

A record of written grievances regarding the College's adherence with accreditation standards or related policies and procedures, including the original grievance and administration's response, will be maintained in the Office of the Dean for review by appropriate accreditation agencies, unless otherwise prohibited by state or federal law. Appropriate information addressed in such grievances will be utilized in the College of Pharmacy & Health Sciences' assessment, planning and self-study processes.

The accreditation standards, policies and procedures for colleges of pharmacy can be found at: <http://www.acpe-accredit.org/standards/default.asp>. Students who are not satisfied with the response from the Campbell University College of Pharmacy & Health Sciences administration may submit their grievance directly to the Accreditation Council for Pharmacy Education via the following website: <http://www.acpe-accredit.org/students/complaints.asp> or via email at csinfo@acpe-accredit.org.

General Complaint Procedure

Students have the right to file formal written and signed complaints regarding policies and procedures of the college to the Dean's Office. Student complaints will be evaluated by appropriate administrators as referred by the Dean. Students should expect a timely, fair, and comprehensive review of their complaints to include personal discussions with appropriate administrators, and the opportunity to supply supportive documentation or the testimony of fellow students regarding their complaints. A written response to a student complaint will be provided following review by the College's Executive Committee. The student's original complaint and Executive Committee's response will be kept on file for a period of six years and be subject to review by appropriate accreditation agencies.

Professional Curriculum

Academic Regulations for the College of Pharmacy & Health Sciences

A. Degrees Awarded:

The professional degree awarded by the College of Pharmacy & Health Sciences is the Doctor of Pharmacy (Pharm.D.). Master of Science degrees in Clinical Research and Pharmaceutical Sciences are also offered by the College of Pharmacy & Health Sciences. The Bachelor of Science degrees in Pharmaceutical Sciences and Clinical Research are awarded and regulated by the College of Arts and Sciences. The first PA degree will be awarded in December 2013.

B. Doctor of Pharmacy Requirements:

1. Completion of all required courses with a passing grade in each course and a 2.20 cumulative GPA.
2. Graduation recommendation by the faculty of the College of Pharmacy & Health Sciences.
3. Payment of all financial obligations to the School.
4. Compulsory attendance at the graduation exercises.

C. Requirements for Internship:

Regulations regarding internship require that this experience be obtained after acceptance to the College of Pharmacy & Health Sciences. Information pertinent to internship licensing among the various states is available from the College of Pharmacy & Health Sciences. However, it should be noted that the College of Pharmacy & Health Sciences' experiential clerkship program will suffice for the internship requirement in North Carolina.

Standard of Academic Performance

A. Retention and Probation Criteria

Students enrolled full-time in the professional program of the College of Pharmacy & Health Sciences are expected to make satisfactory academic progress toward completion of the degree requirements. Satisfactory academic progress is defined as successful completion of the prescribed time; maintenance of a 2.2 semester grade point average (SGPA), professionally required course grade point average (PGPA), and accumulative grade point average (AGPA); and, completion of any professional deficiencies and/or required remedial courses in the time and manner prescribed by the faculty of the College of Pharmacy & Health Sciences. PGPA calculations are based only on professionally required courses, and would not include grade points earned in elective courses. Students who fail to maintain satisfactory academic progress in the professional program are placed on academic probation. Students on academic probation may be required to participate in academic counseling and/or enroll in a remedial program of study; or, they may be suspended or dismissed according to the policies described in subsequent sections. Such actions will be recommended by the Academic Performance and Standards Committee, subject to review by the Dean. Notification of such actions will be made to the student by the Chair of the Academic Performance and Standards committee. The actions taken in these matters are not to be viewed as punitive, but as a recognition that it is unrealistic to continue in a course of study where there is little probability of success. These same standards will be applied to students enrolled in an approved part-time course of study.

B. Academic Probation

Academic probation is the initial action for a student failing to make satisfactory academic progress. A student will be placed on academic probation for:

1. Failure to maintain a minimum semester grade point average (SGPA) of 2.20;
2. Failure to maintain a professionally required course grade point average (PGPA) of 2.20;
3. Failure to maintain an accumulative grade point average (AGPA) of 2.20;
4. A failing grade in a professionally required course;
5. Two or more D-grades in professionally required courses in one semester;
6. Failure to complete any degree requirement at the prescribed time.

Depending on the nature of the academic deficiencies and overall academic record, a student placed on academic probation may or may not be permitted to continue in the regular sequence of the professional curriculum. A student failing a course in sequence may be permitted to take the next course in the sequence, if directed by the Academic Performance and Standards committee as part of a modified course of study, or by gaining written permission from the course coordinator, appropriate department chairman, and the Dean's Office. If a student fails in a professionally required course, it must be repeated during the next term the course is offered.

A student placed on academic probation will normally be given one semester in which to correct any grade point deficiencies. The Academic Performance and Standards Committee will review the student's record at the end of the term of probation.

1. If the SGPA and PGPA for that term are 2.20 or above, and the AGPA is 2.20 or above, the student will be released from academic probation. If SGPA and PGPA are 2.20 or above, but the AGPA is below 2.20, the student will remain on academic probation. A student remaining on academic probation for more than two consecutive semesters will be subject to suspension or dismissal.
2. If a student fails to make satisfactory progress during the period of academic probation, and/or fails to correct academic deficiencies, within the prescribed time, that student will be subject to automatic suspension and may be dismissed from the College of Pharmacy & Health Sciences.

C. Academic Suspension

Academic Suspension from the College of Pharmacy & Health Sciences occurs when a student:

1. Has failed to make satisfactory progress as demonstrated by SGPA or PGPA less than 2.20, or received more than a single D-grade in a professionally required course during a period of academic probation;
2. Has academic deficiencies which preclude continuation in a normal program of study, but may be expected to be able to complete the requirements for the degree under a modified program of study with or without remedial courses;
3. Has received a failing grade in any two professionally required courses.

Suspensions are imposed for a specified period of time, not to exceed one year. A student on academic suspension will not be allowed to continue the normal course study. The Academic Performance and Standards Committee will specify the length of time of the suspension, and remedial work required for reinstatement, and the program of study required upon reinstatement.

D. Academic Dismissal

Academic dismissal from the College of Pharmacy & Health Sciences may be recommended to the Dean by the Academic Performance and Standards Committee if a student:

1. Fails to make satisfactory progress during a period of academic probation or suspension;
2. Has academic deficiencies which preclude continuation in the prescribed program of study, and may not reasonably be expected to complete the requirements of the degree.

Except under very extenuating circumstances, academic dismissal will be recommended if a student:

1. Was previously suspended from the College and again failed to make satisfactory academic progress;
2. Is on academic suspension under a remedial course of study and again fails to make satisfactory academic progress as demonstrated by SGPA or PGPA less than 2.20, or earns more than a single D-grade in professionally required courses for that term;
3. Fails a single professionally required course more than one time, or accumulates more than two failures in professionally required courses;
4. Accumulates a grade point deficiency which reasonably precludes the possibility of completing the degree requirements.

A student dismissed from the College may seek re-entry by applying for re-admission using the normal admissions process.

E. Academic Status Appeals

At the end of each academic term, the Academic Performance and Standards Committee Chair reviews the academic performances of all students enrolled in the College of Pharmacy & Health Sciences. The Chair of the Academic Performance and Standards Committee notifies each student and the Dean of the College of Pharmacy & Health Sciences, and the Associate Dean of Academic Affairs regarding each student who does not meet the academic standards as defined by the Academic Regulations of the College of Pharmacy & Health Sciences. Each student subject to suspension or dismissal will be evaluated by the Academic Performance and Standards Committee in order to make a recommendation whether to retain and/or promote the student in the professional program. The student may appear in person before the committee. Upon approval by the Associate Dean of Academic Affairs, the Chairman of the Academic Performance and Standards Committee notifies students in writing regarding any decision by the Academic Performance and Standards Committee to require a modified course of study, to suspend enrollment, or to dismiss the student from the College.

Any student in the College of Pharmacy & Health Sciences has the opportunity to appeal any decision made by the Academic Performance and Standards Committee. Students desiring to appeal a decision rendered by the Academic Performance and Standards Committee shall submit a written petition to the Dean of the College of Pharmacy & Health Sciences within seven days of the student's receipt of notification of the decision. The petition must contain the specific variance requested, a description of any extenuating circumstances intended to justify granting the variance, and a proposed course of study and/or conditions for consideration should the variance be granted. The decision of the Dean of the College of Pharmacy & Health Sciences is final.

F. Grade Appeals

Students who feel that they have a just reason for appealing a grade in a College of Pharmacy & Health Sciences course must first appeal to the course instructor. If the issue cannot be adequately resolved with the instructor, then the student should appeal to the course master. If no resolution is achieved at that level, the student should appeal to the appropriate Department Chairman. After efforts within the department, a student may appeal to the Academic Performance and Standards Committee to seek resolution. If the student feels that the resolution is not just, the student must submit a written petition to the Dean of the College of Pharmacy & Health Sciences within seven days of the student's receipt of notification of the Academic Performance and Standards Committee decision. The petition must contain the specific variance requested and a description of any extenuating circumstances intended to justify granting the variance. The decision of the Dean of the College of Pharmacy & Health Sciences is final.

G. Advancement to a Higher Class

Advancement to a higher class requires faculty approval with the following requirement:

To a Second Professional Year

1. A cumulative grade point average of 2.20;
2. Completion of all First Professional Year courses;
3. Completion of all preprofessional requirements

To Third Professional Year

1. A cumulative grade point average of 2.20;
2. Completion of all Second Professional Year courses

To Fourth Professional Year

1. A cumulative grade point average of 2.20;
2. Completion of all Third Professional Year courses

H. Delayed Graduation Policy

If a pharmacy student is required to re-take courses in our curriculum as a result of specific course failure or a deficiency in overall academic performance, then a delay in scheduling Advanced Pharmacy Practice Experiences (APPEs) will occur and the student's graduation will be delayed. Voluntary course withdrawals or temporary leaves of absence will also cause a delay in scheduling APPEs and a delay in graduation. Any alteration in the normal curriculum progression may affect a student's financial aid status or qualification for education-based financial aid. Specific counseling and advice should be sought from the College's Office of Academic Affairs and the University's Office of Financial Aid for a particular situation.

FOR EXAMPLE:

- a) If a student is forced to withdraw from any or all courses in the fall semester, then he or she usually will return to a delayed schedule in fall of the next year (delaying graduation by one year). To prevent entering financial aid repayment, or "grace period", a student may be able to register for six credits (half-time) of elective or required courses in the spring semester. Specific approval of this modified course plan must be obtained from the College's Office of Academic Affairs and the University's Office of Financial Aid
- b) A single course in each semester of the P-2 year may be repeated simultaneously with full-time registration as a P-3 student. Approval must be obtained from the College's Office of Academic Affairs. A need to repeat two or more courses in either semester of the P-2 year will prevent enrollment in any P-3 courses simultaneously. Progression to the P-3 year will be delayed and graduation will be delayed by one year. Counseling with respect to financial aid considerations must be obtained.

- c) If a student earns less than a C-grade in any single P-3 course in the fall semester, he/she may be permitted to continue enrollment in P-3 courses in the spring semester (subject to successful completion of required pre-requisites). However, no student can complete any P-4 APPE until he/she has successfully completed all P-1, P-2, and P-3 courses, including Introductory Pharmacy Practice Experiences (IPPEs), and the Top 300 Examination (PHAR 508). Assuming that all courses are passed successfully in the P-3 spring semester, a student would be able to begin APPEs after repeating necessary fall courses. This would allow the student to begin APPEs in January of the following year, possibly qualifying for graduation in December depending on available APPE sites. In order to forestall educational loan repayment, a student must enroll at least half-time (six credit hours) when repeating fall courses.
- d) If a student fails any P-3 course(s) in the spring semester, he/she will be prevented from starting his/her APPEs until he/she has successfully repeated the course(s) the following spring. After the student has successfully completed the required course(s), he/she may begin his/her APPEs immediately subject to preceptor and site availability. If a student begins these Experiences in March, he/she may be able to graduate in December. If the student begins these Experiences in May, he/she cannot graduate until the following May (one year later). If a student fails any P-3 course, any APPE schedule in place at that time will be entirely cancelled and re-scheduling of all APPEs will be necessary (without exception).
- e) If a student fails one or more courses or Pharmacy Practice Experiences (IPPE or APPE), it may be necessary to delay his/her graduation due to limited course offerings or unavailability of appropriate training sites. It currently is not possible for a student to complete a pharmacy practice experience during the months of May or December and also graduate during that month because University graduation certification occurs in the middle of each month.

I. Withdrawal

A student may withdraw from a course without penalty at any time prior to the end of the fourth week of a semester. Withdrawal from a course after that period will result in a grade being assigned.

In the event a student must withdraw from the College, he/she will be responsible for obtaining the required form for withdrawal from the University Registrar. It is also the student's responsibility to complete the prescribed administrative procedures to assure notification to all individuals and offices that require this information.

In cases of serious illness, injuries, or extreme circumstances which normally would require the student's withdrawal from the College, the student may fully withdraw from all semester coursework without receiving a grade. Such cases require adequate documentation of the circumstances.

J. Attendance

To receive credit for any course, a student must attend at least 80% of the hours prescribed for the course. Individual professors have the prerogative of imposing a more restrictive policy consistent with the following exceptions:

1. Absence due to serious illness, injury, or death in the student's immediate family;
2. Authorized representation of the College or of the University.

In the above cases, a student may be permitted to make up work missed. It is the student's responsibility, whenever possible, to notify College officials in advance that he/she will be absent.

K. Transfer Students

The Campbell University College of Pharmacy & Health Sciences does not accept transfer students directly into the Doctor of Pharmacy program. The College of Pharmacy & Health Sciences utilizes a process to evaluate potential students that may differ from other programs. In addition, there is a great deal of heterogeneity among Doctor of Pharmacy curricula across the nation. The scheduling difficulties for correcting potential course deficits become extremely complicated. Furthermore, the College could only consider such requests if space becomes available due to a decrease in the number of students currently enrolled. Therefore, the College of Pharmacy & Health Sciences has determined that accepting transfer students with advanced standing is not in the best interest of the student nor the College. The College feels it would not be providing consistent opportunity for all students.

As a result, students currently enrolled in a Doctor of Pharmacy program in the United States should apply to the Campbell University Doctor of Pharmacy program as an entry-level student. Interested individuals must follow the procedures for admission and file their application through PharmCAS. Such applicants must be in good academic standing and have a letter from the Dean of their institution supporting the request. These admissions decisions will be handled in the same manner as all other applicants to the College by the actions of the Admissions & Enrollment Committee.

Any individual admitted to the Campbell University College of Pharmacy & Health Sciences who has completed coursework in another Doctor of Pharmacy program school or another graduate/professional degree program may formally request transfer of credits. All accepted transfer students seeking “advanced standing” through the transfer of credits must submit a formal request as outlined in the policy and procedure for Course Transfer and Waiver outline in the Campbell University College of Pharmacy & Health Sciences Academic Bulletin. All pre-pharmacy pre-requisites must be met prior to matriculation to the Doctor of Pharmacy program at Campbell University. The Campbell University College of Pharmacy & Health Sciences reserves the right to make changes in requirements for admission, curriculum, standards for progression, advancement and graduation, fees and rules and regulations.

To apply to the College of Pharmacy & Health Sciences, follow the application procedure below:

1. Complete and submit the PharmCAS application at www.pharmcas.org.
2. Complete and submit the Supplemental Application Form and pay a non-refundable \$25 application fee. These items are sent directly to the Campbell University College of Pharmacy & Health Sciences Admissions Office.
3. Submit a letter from the Dean, or duly appointed representative, from the previous School/College of Pharmacy stating that the applicant is in good standing and is eligible to continue with that program.
4. Provide the Campbell University College of Pharmacy & Health Sciences with three letters of recommendation. These may be submitted through PharmCAS or sent directly to the College of Pharmacy & Health Sciences.
5. Provide the Campbell University College of Pharmacy & Health Sciences with an official PCAT score. This requirement may be fulfilled through the PharmCAS submission.
6. Accept an offer to interview and attend an interview, at the College, scheduled by the Admissions Committee. Interviews are offered at the discretion of the College of Pharmacy & Health Sciences.

Students may formally request an evaluation of previously earned professional coursework for transfer credit or the waiver of course requirements of pre-professional and professional courses. Each course transferred or waived must be by written, affirmative acceptance of the Dean of the College of Pharmacy & Health Sciences.

The process for transfer or course-waiver shall not be automatic. The review of transfer courses or course-waivers may only be initiated after a student has enrolled or been accepted for enrollment and paid the matriculation deposit for the Doctor of Pharmacy program. The College of Pharmacy & Health Sciences can only accept transfer of equivalent professional courses from an ACPE accredited institution. A student may transfer equivalent professional courses that meet the requirements of the curriculum.

To be eligible for transfer and replacement of a course in the professional curriculum, the requested course for transfer must meet all of the following requirements:

1. Be documented on an official transcript provided by the registrar of the accredited institution
2. Have an earned grade of 70% or higher, or a grade of “C” or greater
3. Be of the same general content and level of instruction as the equivalent course in the Campbell University College of Pharmacy & Health Sciences curriculum at the time requesting transfer and
4. Be equal or greater in the number of semester credit hours as the course required in the Campbell University College of Pharmacy & Health Sciences professional curriculum.

A student granted transfer credit will not be required to enroll or pay tuition and fees for the transferred course; however, full-time tuition is charged to all students enrolled in at least 12 semester hours. Upon approval for transfer, the student will be given credit for the transferred course on the official transcript. Credit hours for transferred courses that exceed the number of credits for the equivalent course at Campbell University College of Pharmacy & Health Sciences will not count towards elective credits in the curriculum. A student may formally request to receive a course-waiver for a required course in the Campbell University professional curriculum provided the student shall have successfully completed an upper division or graduate course that:

1. Is taken from an accredited institution recognized by Campbell University College of Pharmacy & Health Sciences
2. Is documented on an official transcript provided by the registrar or equivalent of the accredited institution
3. Has an earned grade of 80% or higher, or a grade of “B” or greater
4. Be of the equivalent general content and level of instruction as the equivalent course in the Campbell University College of Pharmacy & Health Sciences professional curriculum at the time of the request for waiver
5. Be equal or greater in the number of semester credit hours as the course required in the Campbell University College of Pharmacy & Health Sciences professional curriculum.

A student granted a course-waiver would not be required to enroll in the equivalent professional course nor be given degree program credit for the waived course. The student will be required to complete an equivalent number of semester credit hours in elective offerings of the College of Pharmacy & Health Sciences professional curriculum to meet the total degree requirements for the Doctor of Pharmacy degree.

Procedure

1. An enrolled student or deposited applicant shall present a signed letter to the Associate Dean of Student Affairs & Admissions describing the course(s) in the professional curriculum that the student or applicant seeks to transfer or receive course-waiver. Included with the letter shall be:
 - a. Documentation that the student or applicant has, before submitting the letter, made a request to the registrar of the previous institution to submit official documentation of the course(s) directly to the College of Pharmacy & Health Sciences, and has paid the appropriate fees, if any, to the previous institution to process the document
 - b. Appropriate documentation to support the equivalence of the proposed transfer course or course-waiver as determined by the College of Pharmacy & Health Sciences.
2. Upon receipt of the letter and documentation, the Associate Dean of Student Affairs & Admissions shall determine the applicant's status for enrollment or acceptance to the Doctor of Pharmacy program and payment of the matriculation deposit. The Associate Dean of Student Affairs & Admissions shall communicate in writing the status of the application to the applicant, including any requirements that must be met by the applicant prior to processing the request.
3. The Associate Dean of Student Affairs & Admissions shall maintain the letter and documentation until such time as the College of Pharmacy & Health Sciences receives the official documentation from the previous institution(s). Upon receipt, the Associate Dean of Student Affairs & Admissions will transmit the request to the Associate Dean of Academic Affairs for evaluation and recommended disposition.
4. The Associate Dean of Academic Affairs will evaluate the transcript, course(s) and documentation submitted. If the Associate Dean of Academic Affairs has any question as to the equivalence of the course(s), s/he may contact the previous institution to secure additional information. If the Associate Dean of Academic Affairs determines that the submitted documentation is insufficient to determine equivalency, s/he may contact the applicant or previous institution to secure adequate documentation, or return the application to the applicant with an explanation of the required documentation to determine equivalence.
5. If the Associate Dean of Academic Affairs is not familiar with the content, s/he shall consult with the appropriate course director to determine course equivalency.
6. The Associate Dean of Academic Affairs shall make a recommendation to the Dean whether to accept or deny the course transfer or course-waiver.
7. The Dean shall make the final determination of the acceptance of the course transfer or waiver and communicate her/his decision in writing to the applicant and the Campbell University registrar. The decision of the Dean shall be final.

L. Grading System

The following grading system is used by the Campbell University College of Pharmacy and Health Sciences:

The grading scales with the assigned quality points are as follows:

Grade	Quality of Work	4-Point Scale
A	Superior/Excellent	4
B	Above Average	3
C	Average	2
D	Below Average	1
F	Failure/Non-mastery of material	0
FX	Failure due to Honor Violation	0
I	Incomplete	0
IC	Incomplete Continued	0
WF	Failing at time of withdrawal	0
WP	Passing at time of withdrawal	0
AU	Audit	0
P	Passing (Graduate only)	Hours Only

Grades of “A, B, C, D, F, FX, I, and WF” are included in semester hours attempted and will affect the grade point average. Grades of “IC, WP, AU, and P” will not affect the grade point average. A grade of “I” (Incomplete) must be removed by the completion of the work within 30 days after the opening of the next semester; otherwise, it will be recorded as an “F”. A grade of “IC” must be removed by the completion of the work within 120 days. A student may appeal a grade within a period of one academic year from the semester in which the grade was assigned. No changes to the transcript will be made after a twelve-month period unless a professor acknowledges in writing that an error in grade reporting has occurred.

A	Excellent work of highest professional quality (4 quality points per semester hour)
B	Good work of professional quality (3 quality points per semester hour)
C	Passing work (2 quality points per semester hour)
D	Below average work (1 quality point per semester hour)
F	Failing (no quality points assigned)
I	Incomplete. Incomplete work must be completed within the first 30 days of the subsequent semester or the grade becomes an F.
WP	Withdrew Passing. May only be awarded through the fourth week of a semester.
WF	Withdrew Failing.

M. Grade Reports, Records, and Transcripts

A report of grades attained by a student in the College of Pharmacy & Health Sciences will be mailed to the address designated by the student, at the time of registration, at the end of each semester. Students enrolled at Campbell who are fulfilling pre-pharmacy requirements will also be provided with a mid-term report.

The official records of each student in the College of Pharmacy & Health Sciences will be secured in the Office of the Registrar. The Family Educational Rights and Privacy Act (PL93-380) will govern the release of information for this record which contains the transcript from Campbell University, transcripts and transcript evaluations from other educational agencies attended by the student, secondary school transcripts, scholastic aptitude, and other standardized test scores. The application for admission, general correspondence with the student and, if applicable, letters concerning misconduct or disciplinary actions at Campbell University are kept in the Dean's Office. The transcript and contents of the permanent record may be examined by the student upon appointment with the Registrar.

N. Counseling

During the first professional year orientation, the College of Pharmacy & Health Sciences assigns a faculty member as the class advisor to provide guidance while students are in the College. This faculty member, the Dean, and the staff are available to discuss personal and academic problems that may arise and provide guidance and/or referrals to other resources as necessary.

Academic Matters

A. General Statement

Recognizing that it is impossible and inadvisable to set forth with specificity a range of conduct that is prohibited, we nevertheless realize that questions arise occasionally with respect to what a student may or may not do in connection with an academic matter. This Honor Code therefore sets forth the minimum standards of conduct with the hope and expectation that a Campbell University pharmacy program student will never approach, and certainly never fall below, these minimum standards. It is the obligation of the students and faculty to participate in making the honor system viable by reporting violations of all academic matters.

B. Definition

An academic matter means any one of the following: any activity which may affect a grade in a course; any activity which in any way contributes to satisfaction of the requirements of a course, or requirements for graduation, or cocurricular activities of an academic nature including student publication and competitions.

C. Prohibited Activities With Respect to Academic Matters

Campbell University pharmacy program students shall not:

1. Use materials during an examination other than those specifically authorized by the instructor. To avoid even the appearance of impropriety during an examination, all books, notebooks, briefcases, and the like should be placed in the front or rear of the examination room.
2. Use of materials in any research or assignment that are specifically forbidden by the instructor. This includes reuse of the student's own work.

3. Engage in any form of plagiarism. Plagiarism is using the words or ideas of another source directly without proper acknowledgment of that source. While it is often necessary to obtain information from other sources, the willful or inadvertent use of information from another source without acknowledging it (including all types of commercial term paper preparation services; Internet or electronic database sources for term papers, journal clubs, or case presentations; and other students' work) is considered plagiarism. Ignorance is NOT an excuse. The student bears the responsibility to learn from the individual instructor the procedure for acknowledging sources and indicating quotations as required for each assignment.
4. Give, solicit, or receive information or assistance to or from any person or source during an examination, makeup examination, or written assignment unless specifically authorized to do so by the instructor.
5. Submit modified or changed tests, answer sheets, or assignments for regrading.
6. Intentionally deface, remove without authorization, or secrete any material from the Campbell University College of Pharmacy & Health Sciences, Drug Information Center, or any other library.
7. Make an unauthorized or improper use of a computer or computer program, including unauthorized use of programmable calculators during an examination.
8. Fail to report to the Student Affairs Committee any first hand knowledge of any violation to any of the aforementioned provisions of this Honor Code.
9. Willfully conceal or misrepresent information material to an investigation of any alleged violation of this Honor Code when the information is sought by the Student Affairs Committee, faculty, Dean, or the Dean's designee.

Non-Academic Matters

A. General Statement

Campbell University College of Pharmacy & Health Sciences students are hereby informed that in their personal and professional lives they represent not only themselves, but also the College of Pharmacy & Health Sciences and the pharmacy profession. Therefore, while they have the right and freedom to exercise individual autonomy, they also have the responsibility to exercise that autonomy in a manner that will bring honor to themselves, their College of Pharmacy, and their chosen profession.

B. Prohibited Activities with Respect to Nonacademic Matters

Pharmacy program students are subject to the same level of conduct as all Campbell University students; students residing in university housing are subject to the rules for all students who reside in university housing. Any infractions of these rules will be handled by the Student Affairs Committee. All students are encouraged to study the sections concerning these violations in the current Campbell University Student Handbook.

In addition, the Campbell University student pharmacist shall not:

1. Fail to conform his/her conduct to the ethical and moral standards of the pharmacy profession as articulated in the Student Clinical Code of Conduct.
2. Intentionally make misrepresentation on a resume or curriculum vitae concerning class rank, grades, academic honors, work experience, or any other matter relevant to job placement.
3. Purposely furnish false information.

4. Perpetrate any form of theft, forgery, falsification, or fraudulent use of university or work-site property.
5. Willfully conceal or misrepresent information material to an investigation of an alleged violation of this Honor Code when the information is sought by the Student Affairs Committee, faculty, Dean, or the Dean's designee.
6. Use or remove unauthorized prescription or nonprescription drugs or appliances from the site of a clinical rotation.

C. Violations: Civil Law

The College of Pharmacy & Health Sciences shall direct all cases concerning violations of civil laws to the Student Affairs Committee. Any violations will be handled by the faculty of the Student Affairs Committee as described in the University Handbook. All students are encouraged to study the section concerning these violations in the Campbell University Student Handbook.

D. Penalties

The Dean of the College of Pharmacy & Health Sciences may impose the following penalties for any of the violations listed above. Recommendations to the Dean are submitted by the Student Affairs Committee. Following proper procedures listed in Article 5 of this Honor Code, the Student Affairs Committee may recommend to the Dean **ONE OR MORE** of the following penalties:

1. Separation: Separation is a state in which the student is not permitted to continue his/her program at the university. The student shall be withdrawn from all uncompleted courses in which he/she is currently enrolled. The student will not be permitted to reenter the College of Pharmacy's educational programs.
2. Suspension: Suspension is a temporary state of separation for definite period from the university including the programs, facilities, and activities. The completion of the period of suspension does not guarantee reinstatement. The decision to readmit a student will be the responsibility of the Dean.
3. Probation: Probation can be of two types:

Level One: probation for a stated period carrying with it a loss of eligibility for:

- a) Holding or running for elected office in student professional organizations;
- b) Representing the University in any capacity both on campus and away from campus;
- c) Competing for honors and distinctions, and
- d) Active participation as an elected representative or member of an honorary organization.

Violation of the terms of level-one probation may result in extended probation, level-two probation, or in the student's suspension.

Level Two: probation for a stated period carrying with it a loss of eligibility for attendance at any and all College of Pharmacy & Health Sciences sponsored activities. A student who is placed on level two probation will automatically be placed on level one probation. Violation of the terms of level two probation may result in extended probation or in the students suspension.

The terms of probation will be enforced by the Student Affairs Committee. Other persons may be appointed by the Dean or the Student Affairs Committee to help enforce said terms.

4. College of Pharmacy Community Service: Community service for a stated number of hours will require a student to perform tasks that will benefit the community or the College of Pharmacy & Health Sciences. Tasks will be assigned and administered by the Associate Dean for Student Affairs. Failure to perform required service in an appropriate fashion may result in probation.
5. Loss or Lowering of the Course Grade: All students who are found guilty of the act of cheating or plagiarism shall receive a score of zero (0) on that specific component of the course (quizzes, tests, projects, assignments, etc.) Specific penalties for these violations may also include, but are not limited to, course failure, probation, suspension, and/or separation from the program and the University. A second act of cheating or plagiarism by the student will result in the Separation of the student from the University.
6. Reprimand: An official reprimand will be given by the Student Affairs Committee when the charges are not dismissed. A summary of the offense and the reprimand will be placed in the students file in the Dean's Office of the College of Pharmacy & Health Sciences.

Any professor may define penalties for a student who violates particular course regulations. The professor must clearly state these regulations and penalties in his/her course syllabus. The student has the right to appeal such penalties to the Student Affairs Committee.

Student Affairs Committee

A. General Statement

The Associate Dean for Student Affairs & Admissions is responsible for the administration of the College of Pharmacy & Health Sciences' disciplinary system. This responsibility is exercised on behalf of the President of the University and entails the supervision of several bodies. Alleged violations of the University Student Code of Conduct or Civil Laws will be handled by the University policies as written in the "Campbell University Student Handbook." Alleged violations of the College of Pharmacy Honor Code will be evaluated by the Student Affairs Committee.

B. Organization

The Student Affairs Committee is composed of faculty members from each department, four pharmacy students (one from each class) and the Associate Dean for Student Affairs & Admissions (ex-officio). An ad-hoc member will be chosen to replace any member who cannot or chooses not to attend the proceedings. The Dean will appoint this member. This committee serves as a hearing board for incidents of misconduct involving violations of the College of Pharmacy Honor Code. The College of Pharmacy Honor Code includes standards for academic, nonacademic, and clinical behavior. The Student Affairs Committee will make recommendations to the Dean of the College of Pharmacy & Health Sciences. The Dean will then notify the student in writing of actions concerning alleged violations. Records of disciplinary action normally are maintained by the Dean's Office until the student graduates or leaves the College of Pharmacy & Health Sciences. Students may examine the contents of their file by appointment with the Associate Dean for Student Affairs & Admissions.

C. Instigation of Hearings

When there is a suspicion of academic misconduct, investigation and appropriate actions may be pursued by either the professor of the course in which the alleged misconduct occurred or by the Student Affairs Committee. In either case, the matter must be promptly resolved.

If the professor decides to deal with the incident on his/her own, he/she should report his/her actions to the Chairperson of the Student Affairs Committee. Individual faculty policies concerning misconduct should be clearly stated in the course syllabus. The accused student has the right to appeal any action by the faculty to the Student Affairs Committee, in which case normal Committee procedures will be followed.

Charges of misconduct may arise from a student (or group of students), professor, adjunct professor, or preceptor. Within three (3) days of the alleged misconduct or discovery of alleged misconduct, the accuser(s) should discuss the situation with either the Associate Dean for Student Affairs & Admissions or the professor in charge of the course. Dated notes should be taken to describe the discussion. Every effort should be made to maintain confidentiality in these discussions.

If the accuser(s) has (have) opted to bring the matter before the Associate Dean for Student Affairs & Admissions, the Assistant Dean should meet with the professor and the Chairperson of the Student Affairs Committee to explore options. This meeting should take place no longer than five (5) days after the matter was brought to the attention of the Associate Dean. The options available for resolution of the situation include:

1. The professor can opt to deal with the situation, in which case the student(s) must be informed of allegations and afforded an opportunity to defend him/herself.
2. The case can be referred to the Student Affairs Committee for resolution. Referral to the Committee must be by a written memo which names the student, describes the alleged misconduct (including pertinent dates and times), and summarizes the content of earlier meetings regarding this case.
3. The case may be dismissed.

Within five (5) days of referral of the case to the Student Affairs Committee, the Chairperson of the committee will provide a copy of the referral memo to the accused student(s). In addition, the Chairperson will schedule an initial hearing for any charged student with the Committee. This hearing should be held within ten (10) days of the referral of the case to the Committee.

D. Proceedings

The Chairperson will begin preliminary investigation of the allegations. Whenever possible, this should include a personal interview with the student, witnesses, and professor involved.

Preliminary findings shall be presented at the initial meeting with the Student Affairs Committee. The Chairperson shall objectively present his/her findings to the Committee. The accused student(s) shall meet with the Committee and be informed of the allegations and afforded an opportunity to defend him/herself. Although the purpose of this hearing is exploratory and fact finding in nature, the accused student does have the right to solicit advice and to offer witnesses to support his/her position.

The Committee shall vote on whether or not preliminary findings warrant a full hearing by a simple majority vote. If a hearing is deemed necessary, the Chairperson will notify the student and witnesses of the hearing date in writing at least three (3) days prior to the hearing. A waiver of his/her notice may be made if the student so chooses. A full hearing should be held within ten (10) days of the preliminary investigation.

If the Committee votes that no hearing is warranted, the case will be dismissed. The chairperson will file the minutes in the permanent files of the Student Affairs Committee and a copy shall be placed in the Dean's Office until the student graduates or leaves the College of Pharmacy & Health Sciences. Should additional information become available, the chairperson may reopen the case and ask the Committee to consider the new information.

All sessions of the Committee will be closed to all individuals except those immediately concerned in the case, except by the expressed wish of the accused that the hearings be open. No attorney shall be present, as this is not a court of law. In case of a closed hearing, all persons present at the proceedings shall be bound to disclose no more than the Committee does in its official report on the case. Revelation of such details will be considered a violation of the Honor Code.

In the case of closed hearings, the testimony of each witness shall be given while the other witnesses in the case are out of the room. In open hearings, the witnesses of both parties shall be present during the entire proceedings.

The Committee may allow introduction of evidence other than testimony of witnesses provided that the evidence is relevant to the question before the Committee on any matter. The Committee shall set rules for the conduct of all cases and all arrangements connected with the taking of evidence. Time frames for instigation of hearings and proceedings may be altered if circumstances warrant. Votes on all matters shall be a simple majority.

Deliberation of the Committee shall take place in private and remain secret. Voting on decisions of guilt shall be by secret ballot. If the Committee determines that the student was in violation of the Honor Code, it will consider and recommend the appropriate penalty. The student should be informed immediately of the judgment and the recommended penalty in case of guilt. The Dean of the College of Pharmacy & Health Sciences may uphold or reject any decision or penalty recommended by the Committee. A letter from the Dean's office will serve as the official notice of judgment and sentence.

All minutes and evidence shall be placed in the permanent files of the Student Affairs Committee, and a copy will be sent to the Dean's Office where it shall remain until the student graduates or leaves the College of Pharmacy & Health Sciences.

E. Rights of the Student

With respect to violation of the student Honor Code, a student of Campbell University is guaranteed the following rights:

1. The right to a reasonable amount of time to prepare for his/her hearing;
2. The right to a prompt hearing;
3. The right of being presumed innocent until proven guilty;
4. The right to solicit advice;
5. The right to appeal;
6. The right to know his/her accuser;
7. The right to expect that the Student Affairs Committee will deal with his/her case in a confidential manner.

F. Appeals Process

Any decision reached by the Student Affairs Committee may be appealed to the Dean. An appeal shall be requested by the student in writing, within three (3) days following the date the student receives the decision of the Student Affairs Committee. All appeals to the Dean should be delivered in person or by Registered Mail to:

Campbell University
College of Pharmacy & Health Sciences
Dean's Office
P.O. Box 1090
Buies Creek, NC 2750

Notes and Definitions

1. The word “student” in this manual refers to any person who is enrolled in any course offered by the Campbell University College of Pharmacy & Health Sciences.
2. The words “professor” or “instructor” in this manual refer to any person who is authorized by the university to hold and teach a class sponsored by the university or precept a student during an off-campus practice experience.
3. The words “university” and “College” refer to Campbell University and the College of Pharmacy & Health Sciences of Campbell University, respectively.
4. The phrase Student Affairs Committee refers to that committee that is assigned by the Dean of the College of Pharmacy & Health Sciences to review situations in which pharmacy program students are involved in academic or professional misconduct.
5. The word “handbook” in this manual refers to the current edition of Campbell University Student Handbook.
6. The word “day(s)” refers to official school days — not holidays, weekends or summer session.

Campbell University College of Pharmacy & Health Sciences reserves the right to change, delete or modify any item in this document at any time. Proper notification concerning changes, deletions or modifications of said document will be sent to all students within four weeks.

Student Life

Academic Services

Meeting the needs of students and helping them succeed academically is important to us. Tutoring is a service offered to students in the College of Pharmacy & Health Sciences. It is provided at no cost. Peer tutors are available in a variety of courses by appointment. Tutors focus on helping students develop the problem-solving and analytical skills needed to understand, synthesize, or apply complex material. If a student desires to be tutored, they must set an appointment with the Academic Support Services Coordinator to discuss their specific needs. A professor or administrator can also request a tutor by filling out the “Tutor Request Form” and submitting it to the Coordinator for Academic Support Services. A student may also be referred for tutoring by the Academic Standards Committee. Once a request for tutoring is made, the Coordinator for Academic Support Services will develop an academic success plan outlining support services to be provided and make the appropriate arrangements.

Academic Alert

The Campbell University College of Pharmacy & Health Sciences is committed to the success of its students by providing an environment conducive to teaching and learning. To ensure that every student takes full advantage of the educational opportunities and support programs on campus, the CUCPHS has designed an Academic Alert System.

The Academic Alert System is designed to improve student retention by putting the students in contact with the appropriate campus resources in order to assist them in meeting their educational goals at Campbell University. Faculty and staff members can contribute directly to students’ success by creating an alert for students who are performing poorly in their academic work, fail a test, are chronically absent from class, are exhibiting disruptive behavior or are having difficulty adjusting to the demands of Pharmacy School. CUCPHS is committed to the retention and graduation of its students and providing a learning environment that is conducive to student success. The Academic Alert System is available to help ensure that every student is able to take full advantage of the educational support services available. Faculty and staff members may also refer students who are having personal or financial issues that could potentially inhibit student success. The Academic Alert will assist in preventing academic distress by facilitating timely interventions and utilizing academic recovery resources as early as possible.

The Academic Alert is used by faculty and staff to notify the CUCPHS students and the Coordinator for Academic Support Services. Contacting students early greatly increases their chances for success in class and college as a whole. However, intervention at any time is critical and this procedure is intended as an additional tool, not a substitute for instructor/student discussions. The Coordinator will encourage students to speak with their instructors, as well as refer them to campus services for assistance. When students receive an alert they are expected to respond to the action items immediately. Action items may include meeting with the instructor, meeting with the Coordinator for Academic Support, requesting a tutor, etc. Students may also be referred to other campus offices as appropriate. Ultimately, it is the student’s responsibility to follow up and take advantage of the resources and referrals made available to them.

Supplemental Instruction/Tutoring

Supplemental Instruction is an academic assistance program that utilizes peer-assisted study sessions. SI is a regularly scheduled session where a peer tutor assists students by providing an informal review, facilitates reading discussions, reviews lectures; assists with organizational tool development

and provides test reviews. Supplemental instruction is a non-remedial approach to learning so there is no negative connotation associated with academic difficulty. Supplemental instruction is designed to improve student success and improve retention by targeting historically difficult courses not at-risk students. It is a voluntary, free service and all students are encouraged to attend.

Tutoring is a service offered to students at no cost. Peer tutors are available in a variety of courses by appointment. Tutors focus on helping students develop the problem-solving and analytical skills needed to understand, synthesize, or apply complex material. If a student desires to be tutored, they must set an appointment with the Academic Support Services Coordinator to discuss their specific needs. A professor or administrator can also request a tutor by filling out the “Tutor Request Form” and submitting it to the Coordinator for Academic Support Services. A student may also be referred for tutoring by the Academic Standards Committee. Once a request for tutoring is made, the Coordinator for Academic Support Services will develop an academic success plan outlining support services to be provided and make the appropriate arrangements. For more information regarding academic services, please contact Kim Dunn, Coordinator for Academic Support Services (dunnk@campbell.edu).

Accommodations*

Campbell University and the College of Pharmacy and Health Sciences is committed to providing an environment where all students can equally participate in the academic experience. The accommodation of students with disabilities who meet admissions requirements is mandated by both federal and state law. Campbell University supports these laws by pledging to comply with their requirements. In effect, every individual and every campus unit is pledged to make a good faith effort to provide equality of education access/opportunity to qualified students with disabilities by making reasonable accommodations.

Students with previous known disabilities should contact the Director of Student Support and Retention (Mrs. Laura Rich-910-814-4364) for Campbell University who serves as the University’s ADA/504 Compliance Officer. The Director is responsible for the evaluation of documentation presented by the student and the creation of an appropriate accommodations plan to provide equal access to the programs of Campbell University and the College of Pharmacy and Health Sciences. If documentation presented necessitates accommodations, the Director then serves as the facilitator of the student’s accommodation plan. The Director provides a Letter of Accommodation to each student each semester which contains information for faculty members designed to facilitate conversation between the instructor and student about the student’s approved accommodations. In order to receive accommodations in a course, the student must present this letter to the instructor and have the instructor sign that he/she understands and will provide the approved accommodations. The student’s accommodations plan may be altered at any point but no accommodations are made retroactively.

The letter is then returned to the Director who will coordinate the procurement of any assistive technology required in the student’s accommodation plan. The Director also manages the University’s test proctor service which assists instructors in providing testing accommodations.

All documentation associated with the accommodations process is maintained in a confidential manner and not released to any other individuals with a consent form signed by the student.

For those students who do not have documented accommodations, but feel are in need of accommodations must be tested by a professional provider (e.g. M.D., psychologist, learning specialist, neurologist) and present these findings to the Director of Student Support and Retention for the University.

White Coat Ceremony

The White Coat Ceremony marks the beginning of a student pharmacist's professional education and career. The day is dedicated to the incoming class and their families and takes place during August before the beginning of classes. Students receive their white coat during this mandatory ceremony.

Orientation

Orientation for first year student pharmacists is held prior to the beginning of classes in August. Information provided during this time includes faculty introductions, academic information, student life, leadership workshops, student organizations, student identification cards, parking registration, computer distribution and training, and library orientation.

Orientation for second and third year professional students is held during the week following the first day of classes. Students are apprised of any updates in the College of Pharmacy and Health Sciences and reminded of upcoming events and experiential education requirements. Attendance at Orientation sessions are compulsory.

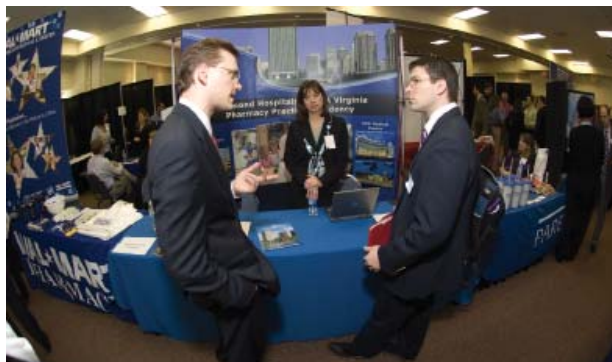
Students with questions regarding these events should contact the Office of Admissions and Student Affairs.

Career Services

Career Development is an important aspect of a student pharmacist's education at the College of Pharmacy & Health Sciences. Students are exposed to potential careers during Orientation in the first professional year and throughout their remaining three years. A Career Development timeline has been developed to insure that competencies related to career development are met in every professional year. The Career Development timeline implemented in the 2009-2010 academic year can be found on the next page.

Career Day is an annual event in which student pharmacists have an opportunity to meet and learn from approximately fifty companies and representatives. Fourth year professional students as well as graduating Master level students in the Pharmaceutical Sciences and Clinical Research programs may interview with attending companies during Career Day.

Students interested in further career exploration may contact the Office of Admissions and Student Affairs as well as faculty members with experience in their area of interest.



Career Development Timeline

P1 Year	P2 Year	P3 Year	P4 Year
Pharmacist Panel and Internship Overview (Convocation)	Etiquette Presentation (Convocation)	CV Writing (for Residency and Employment) and Review by Alumni and Outside Employers	Interview Skills and Transitioning to the Workforce (Convocation)
Pharmacy in the US Healthcare System (Ethics, Resume Writing, Inc.)	Guest Speakers (Class & Student Organizations)	Spring Residency Seminar	Board Review Week
Guest Speakers (Class and Student Organizations)	Career Day	Guest Speakers (Class and Student Organizations)	Career Day (opportunity to interview)
Career Day	Dinner @ CU (Networking Event)	Career Day	Dinner @ CU (Networking Event)
Dinner @ CU (Networking Event)	Professional Seminars (PASA, PLS, etc.)	Dinner @ CU (Networking Event)	Professional Seminars (PASA, PLS, etc.)
APhA Career Pathways Evaluation Program	Elective Courses (ex. Medical Ethics)	Elective Courses (ex. Medical Ethics)	Career Tips (Email)
Professional Seminars (PASA, PLS, etc.)		Professional Seminars (PASA, PLS, etc.)	

Student Ambassador Program

The Student Ambassador program at Campbell University College of Pharmacy & Health Sciences exists to professionally represent, support, and promote the CUCPHS programs. Participants of the ambassador program are current student pharmacists from a variety of professional years. Student Ambassadors will provide valuable leadership and service by representing the student body at recruitment events, Visitation Days, Open House, Career Day and other special events. It is our goal to educate prospective students of the opportunities within the pharmacy and health science professions and the opportunities CPHS can offer them as they pursue their future academic and career goals.



Student Organizations

Student organizations are a vital part of the College of Pharmacy and Health Sciences. Opportunities for leadership abound in these organizations and as of summer 2009, one hundred and sixty student pharmacists have taken advantage of these opportunities and serve as leaders.

AAPS

The American Association of Pharmaceutical Scientists provides a dynamic international forum for the exchange of knowledge among scientists to enhance their contributions to health. We offer timely scientific programs, ongoing education, opportunities for networking, and professional development. The Campbell University Student Chapter of AAPS has been active since 2007. There are regular meetings on campus about once a month during the academic year. There are also opportunities to attend local seminars, or present original research at the annual national meeting or at an annual student research conference. To learn more, contact the student chapter faculty advisor, Chris Breivogel at breivogel@campbell.edu or 910-893-1702.

AMCP

If you are interested in a career that ties all the branches of pharmacy such as clinical pharmacy retail/community pharmacy, industry or pharmacy benefit managers, you may find interest in a career in managed care pharmacy. The Academy of Managed Care Pharmacy or AMCP is a national organization whose vision is to “improve the quality of life of patients through appropriate and accessible medication therapy”. In order to achieve their goals and objectives, the organization wants to develop close ties with future pharmacists in order to help bring awareness to the career and educational opportunities in managed care pharmacy. Our Campbell University chapter will be involved in community service projects, career/education opportunities, and social events. In addition, the national AMCP office sponsors two conventions during the year where they provide activities such as a residency showcase and P&T committee competitions for students interested in managed care pharmacy.

ASCP

Senior Care Pharmacists promote safe and effective medication therapy for older patients. The American Society of Consultant Pharmacists sponsors speakers to discuss careers and issues in consultant and senior care pharmacy. Opportunities are available to learn about senior care pharmacy practice through site visits to pharmacies and long term care facilities. Student projects focus on the needs of elderly patients. The chapter works closely with North Carolina Association of Pharmacists (NCAP) Chronic Care Forum and the American Society of Consultant Pharmacists (ASCP). Students have the opportunity to attend state and national meetings.

ASP

Academy of Student Pharmacists is the student branch of the American Pharmacists Association (APhA), the umbrella organization that represents the pharmacy profession on state, regional, and national level. Student Pharmacists are given a strong and distinct voice through ASP to promote our positions on issues important to our profession. There are many opportunities to serve on committees and interact with other students at regional and national meetings. Our chapter had the distinct honor of hosting the 1996 Midyear Regional Meeting in Raleigh. This brought regional as well as national attention to Campbell University. ASP also has a close relationship with the North Carolina Association of Pharmacists (NCAP). Locally, the chapter sponsors a Wellness Fair on campus each spring, and offers programs such as patient care projects to foster professional development for pharmacy students as well as health awareness on campus and the surrounding communities.

CPFI

CPFI is an interdenominational group open to all pharmacy students and faculty. The goal of the fellowship is to share the gospel of Jesus Christ and encourage fellow believers. As such, dedication to spiritual growth, fellowship among pharmacy students, and serving the Lord through the practice of pharmacy is emphasized. The organization meets weekly to hear such speakers as Campbell pharmacy faculty, community members, or classmates. Other functions include local community service, hosting an annual chili cook-off and dessert bake-off, providing a special Easter service for all students and faculty, and supporting student missions.

ISPE

ISPE, the International Society for Pharmaceutical Engineering, is the world's largest not-for-profit association whose purpose is to promote the interests of engineers and other professionals in the pharmaceutical and biotechnical industries. The goal of the student chapter of ISPE is to familiarize students, faculty, and other interested individuals with the many aspects of the pharmaceutical, biotechnical, and related biomedical disciplines. Through meetings, conferences, and seminars, ISPE promotes educational exchanges, the development of career opportunities, and networking with professionals in the pharmaceutical and biotechnical industries. The students who want to join ISPE can now do so on-line. Please visit www.ispe.org for more information.

Kappa Psi

Kappa Psi is the oldest pharmacy fraternity in the nation. On April 23, 1988, the Delta Lambda Chapter of Kappa Psi was established at Campbell University School of Pharmacy. The fraternity sponsors many activities within the university and the community including Halloween Bingo and Valentine's Day Dance at Brookfield Nursing Home, Adopt-a-Highway, and the Brie Anne Reynolds Memorial Scholarship Golf Tournament. The Delta Lambda Chapter is the 2008 Province III Chapter of the Year.

KE

Kappa Epsilon is a national, professional fraternity that promotes women in pharmacy. We strive to achieve academic excellence, foster professional awareness, and to provide lasting loyalties, interests and friendships. We work hard to promote breast cancer awareness and participate in many other service and professional projects that benefit our community and our college. Kappa Epsilon is an organization that will prepare you for your professional career in pharmacy. We are very proud of our accomplishments and consider ourselves to be one of the most prominent organizations at the College of Pharmacy & Health Sciences.

NCPA

The student chapter of NCPA is an organization established to promote community pharmacy. and stands for those interested in independent retail pharmacy. NCPA represents different specialties within pharmacy such as compounding, long term care consulting, home infusion, and disease state management in areas like diabetes and respiratory care. The organization is also very active in political issues that face community pharmacists. Our chapter often sponsors speakers to come and raise our awareness of what direction independent pharmacy is headed. In the past, we have had visitors from the National NCPA headquarters, compounding pharmacists, and Campbell graduates who now practice in their own community pharmacies. NCPA has coordinated blood pressure screenings and patient counseling clinics with independent pharmacy owners. This is one way members can experience pharmaceutical care in a retail setting. Annually, we have two large fund raising drives: selling Halloween candy bags and Valentine's Day candy bags. Opportunities in NCPA are endless. Each year, fifteen scholarships from the national association are offered to pharmacy students from each pharmacy school. A yearly mid-year meeting of NCPA is available for students to attend and NCPA also hosts interns at their national headquarters.

PASA

The Campbell University College of Pharmacy & Health Sciences Alumni Student Association (PASA) facilitates an active relationship between students and alumni of the institution. The student organization promotes the quality, pride, loyalty, and traditions of the school through services, programming, and special events preparing students to serve as future alumni leaders. Programs:

- CU @ Dinner-Student/Alumni networking dinner
- PASA Career Workshop-CV, Interview Skills, Networking and business etiquette
- Golf Clinic

PDA

The Parenteral Drug Association (PDA) is the leading global provider of science, technology and regulatory information and education for the pharmaceutical and biopharmaceutical community. As a nonprofit organization, we are committed to developing scientifically sound, practical technical information and resources to advance science and regulation through the expertise of our more than 11,000 members worldwide. Our mission is to develop scientifically sound, practical technical information and resources to advance science and regulation for the pharmaceutical and biopharmaceutical industry through the expertise of our global membership.

PDC

Phi Delta Chi Pharmacy Fraternity was founded on November 2, 1883 in Ann Arbor, Michigan by eleven young men along with the help of the Dean of the College of Pharmacy, and first honorary member, Albert Benjamin Prescott. Originally known as Phi Chi, the fraternity changed its name to Phi Delta Chi in 1910 and continues to develop leaders to advance the profession of pharmacy while promoting scholastic, professional, and social growth in its brothers for a lifelong experience. Phi Delta Chi promotes a spirit of Brotherhood and establishes ties that are not soon severed.

The Beta Kappa Chapter of Phi Delta Chi was established on March 18, 1988 at Campbell University College of Pharmacy & Health Sciences. The charter class of the Beta Kappa chapter consisted of nineteen brothers including two graduate brothers. Brothers of Beta Kappa continue to make an impact by participating in various community service activities and by holding numerous leadership positions for other organizations in the pharmacy school.

PLIG

The focus of Campbell University's Pharmacy Legislative Interest Group is for students to learn and be engaged in the legislative process in order to protect the future of pharmacy. Members do this by learning about current issues facing pharmacy and thus becoming a resource for other pharmacy school organizations. PLIG's intention is to educate pharmacy students and others on how pharmacists will be able to be a more politically engaging group of professionals.

PLS

Phi Lambda Sigma is the national society for the recognition of those students, alumni, and faculty of pharmacy who have exhibited outstanding service and leadership for the advancement of the profession of pharmacy. The goal of the Alpha Zeta Chapter, established in 1990, is to encourage, recognize, and promote leadership within the pharmacy profession. Special attention is given to developing leadership qualities among students. Member selection is based on a student's ability to demonstrate exemplary leadership, dedicated service to the advancement of the profession, and scholastic achievement.

Rho Chi

Rho Chi is the national honor society for pharmacy and as such is recognized in national and international academic circles. The fundamental objective of Rho Chi is to promote the advancement of the pharmaceutical sciences through the encouragement and recognition of sound scholarship. High standards of intellectual and scholarly achievement are requisites for election to membership. The Gamma Iota Chapter, established at Campbell University School of Pharmacy on April 15, 1994, seeks to increase the awareness of pharmacists about the ethical and social responsibilities of the profession of pharmacy. In part, this is accomplished by public recognition (symbolized by the awarding of the Rho Chi pin) of high intellectual and scholarly achievement among the students, alumni, and faculty of the College of Pharmacy & Health Sciences

SAB

The Student Advisory Board (SAB) for Clinical Research, was established with the primary objective of instituting and maintaining open lines of communication between the Clinical Research master's degree students in Research Triangle Park and the university administration in Buies Creek. Today, the board consists of nine student members, many of whom hold full-time positions with pharmaceutical companies and contract research organizations (CROs) in RTP. In addition, students from the Pharm.D. and B.S. in Clinical Research programs are represented. The SAB serves as the liaison for the clinical research students and meets with members of the administration to discuss issues facing the students. Through these discussions, the SAB works with the faculty & administration to provide programs for all clinical research students.

SNPhA

SNPhA is the student affiliate of the National Pharmaceutical Association (NPhA). SNPhA is an education and service association concerned about pharmacy and health care issues and the need for greater minority representation in pharmacy and pharmaceutical science. The purpose of SNPhA is to plan, organize, coordinate, and execute programs geared toward the improvement of the health, social, and educational environment of the community while providing opportunities for professional development. The organization strives to develop leadership skills, provide education about national health care issues, develop a positive image of minority health professionals, educate minority communities about better health care practices, and increase their awareness and understanding of diseases, and develop the role of minority health professionals as vital members of the health care team.

SSHP

Campbell University School of Pharmacy became one of the first pharmacy schools in the nation to begin a student forum of the American Society of Health-System Pharmacists (ASHP). We serve the students in various ways to inform them of all the career opportunities in health-system's pharmacy. The student society works closely with its ASHP-affiliated state chapter, North Carolina Association of Pharmacists (NCAP), as well as with ASHP Pharmacy Student Forum. These organizations work together to present speakers, provide services, and conduct activities which improve relations between student pharmacists and practitioners.

PSEB

The Pharmacy Student Executive board is the principal board for all organizations represented by the student body within the College of Pharmacy & Health Sciences. It is made up of a President, Vice President, Secretary, Treasurer, and with Presidential appointed subcommittees. The Officers are elected every January by majority vote of the student body at large. PSEB has been rejuvenated with the opening of Maddox Hall in that attendance at meetings and student involvement have dramatically increased. The Board was established with the main purpose of being the vehicle to voicing student concerns to the school of pharmacy administration. PSEB also financially assists organizations in the School of Pharmacy for activities such as seminars, cookouts, and P-1 name tags. PSEB also was granted a room provided by funding from Drs. McReynolds and Mantooh. Meetings are held every third Wednesday beginning the second full week after the start of the fall semester. PSEB holds many events through the year and continues to sponsor the Apothecary Ball held in Raleigh after the Christmas holiday season.

Honor Societies

Two honor societies exist for students pharmacists in the College of Pharmacy & Health Sciences. Phi Lambda Sigma (PLS) is a leadership honor society to which P2-P4 students may apply to be a member. Students must have demonstrated leadership in order to be accepted into this society. The Rho Chi Honor Society is reserved for student pharmacists of the highest academic level. No application is available for this society; student pharmacists are asked to be inducted after their second professional year if they meet the appropriate academic level.



Financial Aid/Scholarships

The Campbell University Office of Financial Aid provides advice to students seeking loans and grants. For more information on financial aid available to student pharmacists, please visit www.campbell.edu/pharmacy. The Financial Aid Office has developed information specifically for College of Pharmacy & Health Sciences students which can be found at http://campbellpharmacy.net/admissions/financial_aid.html.

Student scholarships available through the College of Pharmacy and Health Sciences are available on the following pages. A web based application process must be completed in order to be eligible for any these scholarships. Additionally, several scholarships require additional applications, as noted below. The scholarships that require their own application also have their own criteria, mainly residency in a specific county or membership in their organization. Scholarships and amounts are subject to change based on availability and the economic climate. For more information about scholarships within the College of Pharmacy & Health Sciences, please contact Mrs. Kim Dunn, Coordinator for Academic Support Services in the Office of Admissions and Student Affairs.

Endowed Scholarships

Raenell B. and Claude S. Abernethy Scholarship -This scholarship is awarded to a full-time pharmacy student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences; then, to any eligible undergraduate students. ***

Janice & Alexander Alexander Pharmacy Scholarship-This scholarship is awarded annually to a full-time pharmacy student who has demonstrated financial need, academic achievement and meets the approval of the Scholarship Committee. ***

Newman D. and Helen M. Buck Pharmacy Scholarship - This scholarship is awarded to a full-time pharmacy student who has demonstrated academic achievement. ***

Major Sam Byrd Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

Verda Harris and A. Hartwell Campbell Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

D'Alonzo Family Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences. Each student(s) shall at all times satisfactorily meet or exceed any other criteria established by the Scholarship Committee such as, but not limited to, financial need, academic performance, good conduct, good citizenship, community service, and other such similar criteria. ***

Edna E. Danner Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. Preference shall be given to residents of Catawba County, North Carolina; then to students from other counties. ***

Mae I. Danner Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences Preference shall be given to residents of Catawba County, North Carolina; then to students from other counties. ***

Susie A. Danner Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. Preference shall be given to residents of Catawba County, North Carolina; then to students from other counties. ***

Gary Dunham Memorial Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences with academic ability and financial need. ***

Gary Dunham, Pharm.D. Kappa Psi Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences with academic ability and membership in the Kappa Psi Fraternity. ***

Margaret D. and Ryland P. Edwards Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences; then, to any eligible undergraduate students. ***

Lucille L. Ellis Family Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

M. Keith Fearing, Jr. and Don K. Richie Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

Howard Q. and Mescal S. Ferguson Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability enrolled in the College of Pharmacy & Health Sciences. ***

Thomas Henry Furman Memorial Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the College of Pharmacy & Health Sciences who demonstrates academic ability. Preference shall be given to students who demonstrate a commitment to Christian principles. ***

GSK Women in Science Pharmacy Scholarship - This scholarship is awarded to a full-time, female undergraduate student(s) with academic ability, pursuing scientific studies that meet the approval of the College of Pharmacy & Health Sciences Scholarship Committee in accordance with the attached information. Scholarship funding is to be applied only to tuition expenses and/or room and board expenses.***

Dr. G. Fred Hale Memorial Pharmacy Scholarship - This scholarship is awarded to a student(s) enrolled in the College of Pharmacy & Health Sciences who demonstrates academic ability and financial need. ***

Brian P. Harrington Memorial Pharmacy Scholarship - This scholarship is awarded to a student(s) enrolled full-time in the Campbell University College of Pharmacy & Health Sciences PharmD Program who demonstrates academic ability. Preference shall be given to students who demonstrate financial need. ***

Blanton A. Hartness Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

Rebekah Lynn Heldreth Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences who meet the following prerequisites: (1.) A minimum 3.0 grade point average (GPA) in his or her first two years in pre-pharmacy; and (2.) A minimum 3.0 GPA while enrolled in the School of Pharmacy. Preference shall be given to graduates from Chatham High School, Chatham, Virginia; students from Danville Community College, Danville, Virginia; residents of Pittsylvania County, Virginia; or residents of the State of North Carolina. ***

Jessica Ann Kalinowski Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences and meets the following prerequisites: (1.) A minimum 3.0 grade point average (GPA) in his or her first two years in pre-pharmacy; and (2.) A minimum 3.0 GPA while enrolled in the School of Pharmacy. Preference shall be given to residents of Henry County, Patrick County, or Franklin County, Virginia. ***

Ronald W. & Suzan Maddox Pharmacy Scholarship - This scholarship is awarded to a full-time able deserving worthy student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences who meets the approval of the Scholarship Committee. ***

Marshbanks Memorial Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the College of Pharmacy & Health Sciences. ***

Mast Drug Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences. Preference shall be given to residents of Robeson, Vance, or Martin Counties, North Carolina; North Carolina counties contiguous to Robeson, Vance, or Martin Counties; then, selection made by the College of Pharmacy & Health Sciences Scholarship Committee. ***

Samuel & Helen Mennear Pharmaceutical Science Scholarship - This scholarship is awarded to a student(s) pursuing a degree in Pharmaceutical Sciences.***

W. Whitaker and Dorothy R. Moose Pharmacy Scholarship - This scholarship is awarded to a student(s) who expresses a keen interest in independent community pharmacy. Preference shall be given to students who express a keen interest in independent community pharmacy; writes an essay to the Scholarship Committee on the topic “The Future of Independent Community Pharmacy.” ***

Oley Family Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

O’Neal Family Endowed Pharmacy Scholarship-This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. Preference shall be given to residents of Beaufort County, NC or Eastern North Carolina; second preference to students with an interest in independent community pharmacy.

Pharmacy Practice Program Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

Rite Aid Corporation Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

Ralph P. Rogers, Jr. Pharmacy Scholarship - This scholarship is awarded to an eligible College of Pharmacy & Health Sciences student(s) during the last two years leading to his/her first degree in pharmacy. Student(s) must be earning the degree of Doctor of Pharmacy and a resident of North Carolina, South Carolina, or Virginia with preference being given to students who express an interest in community pharmacy practice; and are employees (or their children) of Mutual Drug; or are employees (or their children) of Mutual Drug Member Stores; or are owners (or their children) of Mutual Drug Member Stores.

Kitty & Leon Rumley Pharmacy Scholarship - This scholarship is awarded to a student(s) enrolled in the College of Pharmacy & Health Sciences who demonstrates academic ability and financial need. ***

College of Pharmacy & Health Sciences Alumni Scholarship - This scholarship is awarded to a full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

Elgie Lee May and Lonnie Dalton Small Pharmacy Scholarship - This scholarship is awarded to full-time student with academic ability and financial need, enrolled in the College of Pharmacy & Health Sciences. ***

Henry and Tracey Smith Pharmacy Scholarship - This scholarship is awarded to a full-time student(s) enrolled in the College of Pharmacy & Health Sciences who demonstrates academic ability. ***

Letizia Antonietta Thrift Scholarship - This scholarship is awarded to a worthy student(s) involved in church and community activities pursuing studies in pharmacy who demonstrates academic ability. Preference shall be given to applicants who are also involved in community service and/or church related work. ***

Jack G. and Eloise Harrington Watts Pharmacy Scholarship - This scholarship is awarded to a full-time, worthy student(s) enrolled in the College of Pharmacy & Health Sciences. Preference shall be given to students who do their pre-pharmacy studies at Campbell University. ***

E. Carlyle & Rose R. West Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the College of Pharmacy & Health Sciences. ***

Robert F. Whaley Pharmacy Scholarship - This scholarship is awarded to a student(s) enrolled in the Campbell University College of Pharmacy & Health Sciences PharmD Program who indicates academic ability. Preference shall be given to students pursuing a pharmacy degree after having completed a baccalaureate degree in another discipline. ***

Joe and Ina Whitehead Pharmacy Scholarship - This scholarship is awarded to a minority student(s) enrolled in one of the CUCPHS degree programs who demonstrates academic ability. ***

Mildred H. and Norman A. Wiggins Pharmacy Scholarship - This scholarship is awarded to a student(s) enrolled in the College of Pharmacy & Health Sciences based on character, scholarship ability, and financial need. Preference shall be given to residents of Burlington, North Carolina; Alamance County, North Carolina; Coats, North Carolina; Harnett County, North Carolina; Nash County, North Carolina; Forsyth County, North Carolina; or the State of North Carolina. ***

Annual Scholarships

Pharmacists Mutual Insurance Company Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the College of Pharmacy & Health Sciences. ***

National Association of Chain Drug Stores Foundation Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the College of Pharmacy & Health Sciences. ***

CVS Pharmacy Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the College of Pharmacy & Health Sciences. ***

Dean's Academic Scholarship - This scholarship is awarded to all full-time, P-1 students enrolled in the Campbell University College of Pharmacy & Health Sciences with an incoming 3.5 GPA. ***

North Carolina Mutual Wholesale Drug Company Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the College of Pharmacy & Health Sciences. ***

The Pharmacy Network Foundation, Inc. Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the College of Pharmacy & Health Sciences.

Ransdell Family Fund Scholarship

This scholarship is awarded to a full-time P2 or P4 student (must apply in P1 and P3 years) in good academic standing with a 2.5 or higher GPA and financial need. The student must demonstrate financial need and agree to work in an underserved community upon graduation for three (3) years total. Students must express a desire to bring adequate healthcare to a rural population. Applicant must complete a 500 word (or less) essay indicating motivation, career goals and stating the reasons they desire to work in an underserved community. Please upload the essay when submitting the 2009-10 Scholarship Application. ***

Dr. Penny S. Shelton Pharmacy Direct Aid Scholarship - The Beta Kappa Chapter of Phi Delta Chi Pharmaceutical Fraternity Dr. Penny S. Shelton Pharmacy Direct Aid Scholarship for the 2009-2010 academic year, serves to recognize a Phi Delta Chi Brother who demonstrates the leadership qualities that are exemplified by Dr. Penny S. Shelton. Dr. Shelton has shown a commitment to promoting the science of pharmacy since her days as a Campbell University student when she began the Beta Kappa Chapter of Phi Delta Chi Pharmaceutical Fraternity. Since her graduation in 1991, she has been committed to improving not only as an individual pharmacist but also to building the profession. Whether she is creating a better future for pharmacy as President of the North Carolina Association of Pharmacists or aiding a student's personal development as Experiential Program Director at Campbell University, Dr. Shelton clearly demonstrates an admirable level of professionalism. For these reasons, Phi Delta Chi is honored to recognize Dr. Shelton as a leader in pharmacy and a Brother for life.

Brie Anne Reynolds Kappa Psi Pharmaceutical Fraternity Memorial Scholarship - This scholarship is awarded to a Brother of Kappa Psi with a 3.0 cumulative GPA in good standing that displays the characteristics Brie exemplified; she was outgoing, involved, spontaneous, open-minded, optimistic, modest, and dependable. Applicant must complete a 500 (or less) essay on "Why do you think you are a good candidate for this scholarship and how you share characteristics of Brie?"

Florence Rogers Charitable Trust Scholarship - This scholarship is awarded to a full-time student with a 2.0 GPA or higher and must be used for educational expenses only. It is recommended that each recipient return to Cumberland County (or within 30 miles of the county) after graduation to work as a pharmacist or related field for at least one year for each year they are awarded the scholarship. ***

Southeast Chapter of PDA Scholarship - This scholarship is awarded to a full-time student with academic ability, enrolled in the Department of Pharmaceutical Sciences. The scholarship recipient is selected by the Department of Pharmaceutical Sciences. ***

Stedman Drug/Good Neighbor Pharmacy Independent Community Pharmacy Scholarship-

This scholarship is awarded to a P2, P3, or P4 student in good standing with a GPA of 2.5 or better and a background in independent community pharmacy or plan to practice in an independent community pharmacy upon graduation. Students wishing to apply for this scholarship must complete a 500 (or less) word essay explaining why your previous experience or your interest in working in an independent community pharmacy makes you the best candidate for the scholarship.

Walgreens Diversity Scholarship-This scholarship is awarded to students who have made significant efforts toward raising awareness or play an active role in educating others about cultural competency and diversity related matters impacting the pharmacy profession. Students must have a minimum cumulative GPA of 2.0, and cannot be a previous recipient of the scholarship.

Wal-Mart Pharmacy Scholarship-This scholarship is awarded to a pharmacy student with a 3.0 cumulative GPA and high scholastic standing in his/her last three years in school, demonstrating financial need, strong leadership qualities with experience (current or previous) in community practice and a strong desire to enter community practice upon graduation.

***In addition, each such student so qualifying shall at all times satisfactorily meet or exceed any other criteria established by the Scholarship Committee for scholarships awarded from this Fund, such criteria possibly including, but not limited to, financial need, academic performance, good conduct, good citizenship, community service, and other such similar criteria.

Housing

On-Campus: Inquiries about on-campus housing should be directed to the Office of Campus Life at (910) 893-1543. Very little to no on-campus housing is available for graduate and professional students.

Off-Campus: The Office of Admissions and Student Affairs (910-893-1690) maintains a housing list of area apartments, townhomes, and houses for rent or purchase. A roommate list is also maintained as part of this service. This information is disseminated to all current student pharmacists and graduate students as well as incoming students.

Housing During Rotations: Students are responsible for their own housing during IPPE and APPE rotations.

Health Insurance

All full-time main campus Undergraduate, Law, Pharmacy and Divinity students are included in a \$5,000 Blanket Accident Program with Campbell University. The premium for this insurance is required and is included in student fees.

In addition to this program, a voluntary Hospitalization/Sickness policy (**) is available for an additional fee. Students taking 6 or more credit hours have the option of being included in this plan for the additional fee, but must complete the online enrollment form in the enrollment time period. More detailed information on this additional insurance policy is available from the Campbell University Business Office.

***Please note that this insurance policy is basic and you may want to seek a different insurance policy that provides more coverage as your only insurance or as a supplement to the Hospitalization/Sickness policy. We ask all student pharmacists to seriously evaluate your health insurance options and do not rely on this basic policy for extensive coverage.*

Liability insurance is provided for all students pharmacists while on IPPE and APPE rotations. This extensive liability insurance is provided by Health Providers Service Organization to support students during their clinical education.

Health Services

Student pharmacists may utilize University health services which include diagnosis and treatment of illness and injuries within the limitations of the facility. Those services include allergy injections, immunizations, laboratory, pharmacy, physical therapy and radiology. Medical treatment not available at the Health Services will be referred to the appropriate health-care provider for treatment. To schedule an appointment with the health services physician, students should call (910) 893-1560. A list of area medical providers is also available to student pharmacists in the Office of Admissions and Student Affairs.

Hours of Operation:Monday - Thursday: 8am-4pm; Friday: 8am-noon

Disbursement of College of Pharmacy & Health Sciences Information

Students receive information regarding College of Pharmacy and Health Science events during the spring and summer months prior to the beginning of the academic year. An academic calendar and experiential education calendar is distributed to all first year student pharmacists through the mail and to second, third, and fourth year student pharmacists by electronic means. These dates are noted on the College of Pharmacy & Health Sciences website calendar (accessible to the general public). Students receive further information through listservs set up according to professional year. Through this listserv, a daily announcements email is sent to all students with event reminders as well as College information.

Enrollment Verification

Student pharmacists may be asked by their insurance company, loan agency, place of employment, or other agencies for verification of their enrollment as a professional student in the College of Pharmacy & Health Sciences. Verification enrollment letters are available from the Office of Admissions & Students Affairs. Student pharmacists may see any staff member in the office to have a verification letter generated. Once a letter is generated, a copy is put in the student's file for record keeping.

College of Pharmacy and Health Sciences Hours of Operation

8:30 a.m. to 5:00 p.m.

Maddox Hall After Hours

In an effort to accommodate studying and enhance student learning, Maddox Hall is open beyond normal business hours. Student pharmacists and graduate students may stay in the building for studying purposes until 1 a.m. Sunday-Thursday. During the 9 p.m. to 1 a.m. time period a student worker monitors the building and all students entering Maddox Hall are required to register with the student worker.

2009-2010 Maddox Hall Hours

Monday-Thursday	6:30 a.m. to 1:00 a.m. (Student Worker on duty 9:00 p.m. to 1:00 a.m.)
Friday	6:30 a.m. to 11:00 p.m.
Saturday	8:00 a.m. to 8:00 p.m.
Sunday	8:00 a.m. to 1:00 a.m. (Student Work on duty 9:00 p.m. to 1:00 a.m.)

Vehicle Registration

Student pharmacists in their first, second, and third professional year are required to register for and display a parking pass in the rear window of their vehicle. Vehicle Registration is required to take place in August of each academic year and is valid until August of the next academic year. Vehicle registration is available at P1 Orientation prior to the beginning of classes for students of all professional years.

Student Identification Cards

Student pharmacists are required to obtain a new Campbell University identification card for each year of didactic work (P1-P3 years). Students in their 4th professional year are not required to hold an identification card, but may obtain one if they wish. Student identification cards can be made at the beginning of the year during Orientation or by appointment with Photographics department.

Recreational Facilities

A variety of recreational facilities are available for use by student pharmacists. The availability of these facilities depends on athletic events and classes who also may use these facilities.

- Keith Hills Golf Course—a thirty-six hole golf course located across U.S. Highway 421 in the Keith Hills Country Club
- Nathan Johnson Natatorium—an Olympic-sized indoor swimming pool
- Carter Gymnasium—available for basketball and physical exercise
- Nisbet Tennis center—seven high quality courts
- Outdoor Recreational Areas—five separate fields for baseball, soccer, volleyball courts and open areas, cross-country and rubberized track facilities.

Intramurals

Student pharmacists may take part in the Intramural program coordinated through the Recreational Office. For more information, please contact the Department of Intramural Sports-<http://www.campbell.edu/students/recreation/index.html>.

Inclement Weather

During periods of inclement weather, the College of Pharmacy and Health Sciences classes will meet according to the decisions made by the University. Student pharmacists may monitor decisions made through the University inclement weather website. <http://www.campbell.edu/campus/weatherpolicy.html>. Students will also receive an email once a decision is made about the occurrence of classes. Students are encouraged to use their own good judgment relative to safety in traveling to school. Should classes meet and students who commute are unable to travel safely to the campus, they will not be penalized and will be able to make-up missed work.

Mail Service

The Buies Creek Post Office is located on Main Street across from the Wallace Student Center. Students can secure a post office box for a nominal fee.

Important Telephone Numbers

The Office of the Dean	(910) 893-1686
The Office of Admissions & Student Affairs	(910) 893-1690
The Office of Academic Affairs	(910) 893-1685
The Office of Experiential Education	(910) 893-1709
The Office of Advancement & Alumni Relations	(910) 893-1313
The Department of Pharmacy Practice	(910) 893-1708
The Department of Clinical Research	(910) 463-7869
The Department of Pharmaceutical Sciences	(910) 893-1695

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College of Pharmacy & Health Sciences
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