

Washburn University™

Student Planner

The Washburn University Student Planner is sponsored by the Washburn Student Government Association and the Student Life Office

Editor: Jessica Neumann Barraclough, SAGL Director

Eric Grospitch, Vice President of Student Life

Jim Henry, WSGA Vice President

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A WORD OF WELCOME

Dear Students,

Welcome to Washburn! We are excited that you have chosen to become an Ichabod in the next part of your life's journey. College is a time for personal and intellectual growth as you explore who you are and find your place in this world. You will be constantly challenged to dream, achieve, create, lead, and excel both inside and outside of the classroom. Our hope is that you take full advantage of the learning opportunities, both academic and co-curricular. When you complete your degree, you will leave the University as a well-rounded individual, ready to take on the ever-changing world.



As is true in all life experiences, the college experience is what you make it. Commit to being successful during your time at Washburn. Keys to this success include working hard, attending classes, and committing yourself to your studies and assignments. Take time to get involved and build lasting relationships with peers and faculty, and ask for help and support. There are many resources and individuals on campus that want to help you succeed and achieve your goals.

While you are here, find a way to connect to Topeka and become engaged with civic organizations in our supportive community. You will be given the opportunity to lead, to serve, and to learn about the world around you. I encourage you to find your civic passion through our many community partnerships. Prepare yourself for civic and community involvement beyond your college years. Washburn University is an institution built around you. Please take advantage of all that we have to offer.

Best wishes for a fantastic year.

Sincerely,

Jerry Farley, President

Fellow Ichabods,

The time has come to commence the 153rd academic year of Washburn University! The Washburn Student Government Association (WSGA) welcomes you (or welcomes you back) to campus! For those that are new to our community we are excited to have you on this campus and we cannot wait to see the amazing achievements that come from your time here. We look forward to working with students to ensure the University continues to move forward in accomplishing the goals set forth in our mission statement: providing opportunities for students for intellectual, academic, and professional growth, ultimately creating productive and responsible citizens. Your role on this campus is critical; each of us contributes to achieving these goals, one day and one test at a time. Stop by the WSGA office, located in the Union Underground of Memorial Union, to explore on-campus activities and organizations you can join and learn how to make lasting changes at Washburn that benefit students for years to come. The importance of your active involvement in campus decisions and movement is very real, because you bring something unique to WU. WSGA's motto is "Students serving students" and we aim to fulfill that promise every single day. The Surritt/Henry Administration works nonstop to create a WU for YOU! The 2018-2019 academic year can be the best year yet when the student body has a vested interest in our collective success. GO BODS!



Zac Surritt, WSGA President

Jim Henry, WSGA Vice President

Washburn University prohibits discrimination on the basis of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, or marital or parental status. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Pamela Foster, Equal Opportunity Director, Washburn University, 1700 SW College Ave., Topeka, KS 66621, 785.670.1509, eodirector@washburn.edu.

WASHBURN STUDENT GOVERNMENT ASSOCIATION

Memorial Union, Lower Level www.mywsga.com

EXECUTIVE STAFF

President Zac Surritt

Phone: (785) 670-2322

Email: wsga.president@washburn.edu

Vice President Jim Henry

Phone: (785) 670-2349

Email: wsga.vp@washburn.edu

Chief of Staff Tristan Weinbrenner

Phone: (785) 670-2318

Email: wsga.chief@washburn.edu

Budget Director David Walker

Phone: (785) 670-2317

Email: wsga.budget@washburn.edu

Community Affairs Director Alexis Rodriguez

Phone: (785) 670-1169

Email: wsga.service@washburn.edu

Legislative and Research Director Jade Hodge

Phone: (785) 670-1169

Email: wsga.legislative@washburn.edu

Public Relations Director Trace Tobin

Phone: (785) 670-2321

Email: wsga.publicrelations@washburn.edu

Marketing Director Baylee Baker

Phone: (785) 670-2320

Email: wsga.marketing@washburn.edu

Campus Affair Director Sydney Fox

Phone: (785) 670-2323

Email: wsga.events@washburn.edu

Administrative Assistant

Phone: (785) 670-1169

Email: wsga.office@washburn.edu



SERVICES PROVIDED FOR YOU BY WSGA

Each semester, Washburn University students pay a student activity fee that assists in the funding of many projects and activities available to all students. The following are just a few of the many activities, events and services that are available to students:

iSave Discount Program – This is a free service for Washburn students provided by local Topeka businesses. Students present their WUID at participating local businesses to receive discounts! Check out washburn.edu/wsga for the list of participating businesses and save some money!

Safe Ride - Safe Ride is a free service for Washburn students who need a safe ride home from any Topeka-area drinking establishment. Call 267-3777!

Collegiate Readership Program – Swipe your student ID to pick up free copies of USA Today, The New York Times, and Topeka Capital-Journal located in bins across campus.

Student Organization Funding - Registered student organizations are eligible for \$3000 of funding a year from WSGA, \$2000 of which can be allocated for off-campus events.

Success Week – Each semester, WSGA plans events the week before finals to help relieve students' stress. Events may include free food, prizes and playing with puppies. Mabee library is open for extended hours during this time!

iConnect Liaison Program – Each WSGA senator is assigned to at least one student organization in which they must maintain regular contact to ensure organizations the opportunity to stay in contact with WSGA and ask any questions about WSGA, including funding and advertising.

Community Affairs and Service– Throughout the year, WSGA sponsors philanthropies and service projects that benefit Topeka and its surrounding community such as the Big Event and Can Emporia.

Planner – We provide these planners for free. So we encourage you to use your planner and get organized!

Welcome Week, Homecoming and Washburn's birthday – Each year, WSGA co-sponsors and assists in the planning of these great events in order to promote school spirit among students, faculty, and alumni. Get excited for Homecoming this year, during late October.

If there is a service that you would like to see added or if you have questions about existing services, please check out our website at www.mywsga.com or by calling (785) 670-1169.

THE ABCs OF HOW TO GET THE MOST OUT OF YOUR STUDENT ACTIVITY FEE!

- A. Attend CAB (Campus Activities Board) and WSGA (Washburn Student Government Association) events and activities.
- B. Participate in Washburn's Birthday activities.
- C. Catch up on the news with free newspapers through the Collegiate Readership Program.
- D. Take advantage of the iSave Student Discount Program.
- E. Take your children or relatives to CAB's Easter Egg Hunt in the spring.
- F. Fight stress before finals by attending Success Week events at the end of each semester.
- G. Be generous to your community through Can Emporia and the Big Event.
- H. Participate in the Homecoming festivities, October 16th – 21st.
- I. Participate in *I Heart WU Week* in February and get free stuff!
- J. Join WSGA, CAB, student organizations, a fraternity, or a sorority.
- K. Kick off the school year at the 2016 Welcome Week events and WU Fest.
- L. Attend the Lecture Series speakers sponsored by WSGA and CAB.
- M. Mabee library is the place to be: check out the Study Grounds Coffee Shop!
- N. Nominate your organization for a SOAR Award!
- O. Start your own student organization by registering with SAGL.
- P. Play with PUPPIES at the Dog Days event during Success Week.
- Q. Have a quick meeting with our Public Relations or Marketing Directors to find out how to best promote your activity on campus.
- R. Read the student newspaper, *The Washburn Review*, and buy a copy of the KAW yearbook
- S. SafeRide, a free and safe ride home from any drinking establishment in the City of Topeka at 267-3777!
- T. Tailgate with the Bod Squad and fellow students at Washburn athletic events!
- U. Take your children to University Child Development for a discounted rate.
- V. Cheer the Ichabods to victory at sporting events!
- W. Attend WSGA meetings to be informed and voice your opinion about issues that affect Washburn University.
- X. Get extra funding for your student organization from WSGA by participating in Can Emporia.
- Y. Talk to a WSGA senator to find out how YOU can make a difference during your time at WU.
- Z. Catch some Zzz's at Mabee Library, open extra hours during finals week!

Good Network Neighbor Guidelines Mission Statement

We, the students of Washburn University, recognize the following six guidelines as a means of obtaining a reliable, safe, and effective internet network.

1. Disable all uploading features on any file share sharing service to help save bandwidth.
2. Download big files after 5 p.m. You'll have a faster download time, and you won't be bogging down daily WU operations.
 - a. Do it when the demand of bandwidth is lowest.
3. Close all internet applications that aren't being used during the day to help save bandwidth.
4. Keep antivirus and Windows software up-to-date to help keep other computers on the network clean and safe.
 - a. This includes scanning for viruses and using Windows Update regularly.
5. Obtain spyware and malware protection to prevent unauthorized use of the internet and to also prevent your personal information from being spread to outside sources.
6. Refrain from using your own wireless router to prevent unauthorized access to the internet. Plus, it's against the Terms of Service.

Washburn Transformational Experience (WTE)

The Washburn Transformational Experience (WTE) is an opportunity for students to do something truly extraordinary. The WTE is an experience, of the student's choosing (under the guidance of a faculty mentor) that occurs outside the classroom. Students are responsible for making their WTE experiences as great and amazing as they want them to be. Do what you have always wanted to do. Students pursuing a baccalaureate or associate degree have the opportunity to pursue one or more transformational experiences:

➤ **Scholarly or Creative**

Purpose: Students who have engaged with faculty members that require a high level of intellectual stimulation or achievement graduate from the University prepared to solve increasingly complex problems and to sort through complex and sometimes contradictory information in order to gain fresh insight. Examples of Scholarly and/or Creative activities include (but not limited to): conducting research, advancing knowledge, creating an original piece of music, art, or literature.

➤ **Community Service**

Purpose: Students who have engaged with faculty members and other students in significant, meaningful community service, and who have been guided to reflect on the power and purpose of these experiences, graduate from the University as citizens who are not resigned to accepting the community as it is but have a vision for how they can help make the community better.

➤ **Leadership**

Purpose: Students who serve in leadership roles are transformed by improved self-understanding derived from practical experience and examination of inspirational examples of selfless leadership service; they graduate from the University as citizens who recognize the abundance of leadership opportunities and are ready to accept the mantle of responsibility that comes with these opportunities.

➤ **International Education**

Purpose: Students who have studied abroad or been thoroughly exposed to the richness of history and culture beyond our shores graduate from the University ready to contribute to a fast-paced global society in which information is delivered instantly around the world.

For more information, visit the website at: www.washburn.edu/wte

Washburn Phone List

785-670-EXT:

Academic Advising	1942	Personal Counseling	3100
Academic Affairs	1648	Philosophy	1542
Admissions	1030	Physics & Astronomy	2141
Allied Health, School of	2170	Political Science	1737
Alumni Association	1641	President's Office	1556
Anthropology/Sociology	1608	Psychology	1564
Applied Studies, School of	1282	Registrar	1074
Army ROTC	2111	Residential Living	1065
Art	1125	Review, Washburn	2506
Arts and Sciences, College of	1636	Risk Management & Safety	1779
Athletics	1134	School of Business	1308
Biology	2077	School of Law	1060
Bookstore	2665	School of Nursing	1525
Business Office	1156	Social Work	1616
Business Services	1454	Sociology/Anthropology	1608
Campus Activities Board	1222	Student Involvement & Development	1723
Career Services	1450	Student Alumni Association	1641
Chemistry	2270	Student Health Services	1470
College of Arts and Sciences	1636	Student Life	2100
Communication	2230	Student One Stop	2162
Computer Information Sciences	1739	Student Publications	2506
Counseling Services	3100	Student Recreation & Wellness Center	1314
Criminal Justice	1411	Student Success	1942
Ctr. for Student Success	1942	Study Abroad	1051
Disability Services	1629	Theatre	1639
Education	1427	University Diversity and Inclusion	1622
Engineering	2141	University Police	1153
English	1441	University Relations	1154
Enrollment Management	1812	Veterans Affairs	1629
Equal Opportunity Program	1509	Washburn Student Government Assoc.	1169
Facilities Services	1149	Writing Center	1980
Financial Aid	1151		
Food Service	1456		
Geology	2141		
Health Services	1470		
History	2060		
Honors Program	1342		
Human Services	2116		
Ichabod Service Center	1188		
Information Technology	3000		
International Programs	1051		
International Student Service	1051		
Kinesiology	1459		
Leadership Institute	2000		
Learning in the Community	1950		
Library, Law	1088		
Library, Mabee	1485		
Mass Media	1836		
Mathematics & Statistic	1491		
Memorial Union	1454		
Modern Languages	1714		
Music	1511		
Nursing	1525		

VISION STATEMENT

Washburn University is dedicated to being a premier Midwest regional institution recognized as a leader in providing a superior student-centered, teaching-focused learning experience, preparing graduates for success in their chosen profession, and stimulating economic vitality.

MISSION STATEMENT

Washburn University enriches the lives of students by providing opportunities for them to develop and to realize their intellectual, academic, and professional potential, leading to becoming productive and responsible citizens. We are committed to excellence in teaching, scholarly work, quality academic and professional programs, and high levels of faculty student interaction. We develop and engage in relationships to enhance educational experiences and our community.

CORE VALUES

Core values guide decision making and provide the foundation for directing our efforts, resources, and conduct. In fulfilling the mission, the faculty, staff, administration, and students are committed to the following core values of Washburn University:

- **Integrity:** acting in an honest, fair, and ethical manner creating a culture of trust evident in all University activities and in decision making.
- **Excellence:** serving our scholarly community by delivering consistently high quality programs, teaching, service and scholarship.
- **Accountability:** being held responsible for academic, programmatic, and fiscal integrity and value while prudently managing the resources entrusted to the University.
- **Respect:** embracing diversity and treating others collegially with civility, openness, and professionalism in all interactions, activities, and decision making.
- **Collaboration:** working toward common goals with others in the University and the community while valuing teamwork, participation, and diversity of ideas and perspectives.
- **Innovation:** encouraging, considering, and supporting development of ideas by fostering individual ingenuity and creativity and creating an environment with opportunities for growth and change.

WASHBURN HISTORY

The University

In 1865, the Congregational Church established a college in the prairie capital of Topeka, Kansas. Founders christened the new school Lincoln College, in honor of the nation's 16th president, Abraham Lincoln.

The economic situation immediately following the Civil War resulted in financial hardships for the new educational institution. During a fundraising venture in New England, a school official was presented a \$25,000 donation by Massachusetts wire manufacturer, Ichabod Washburn. Washburn was a church deacon known for his support of advanced education for women as well as his championing of the abolitionist cause. In 1868, the school was renamed Washburn College as a statement of gratitude in honor of the benefactor.

Ichabod

The emergence of competitive team sports at the turn of the century created the need for a mascot to symbolize school spirit. In 1904, the Kaw yearbook called the college's baseball players "Sons of Ichabod," committing the nickname to print. No graphic representation of the Ichabod existed until the 1938 yearbook.



The creator of the image was Bradbury Thompson, a 1934 alumnus, who established an international reputation as a graphic artist. His bespectacled Ichabod sported the dapper attire of a blue tailcoat and bow tie, red top hat and shoes and yellow pants. While the color scheme of the ensemble has been revised through the years, Thompson originally intended the three colors to be used.

Crest

In 1917, the trustees of Washburn College adopted the Washburn family coat of arms as the official school crest. The origin of the coat of arms has been traced to the 11th Century battlefield knighting of Sir Roger Washbourne by William the Conqueror. For his gallant service, Washbourne was granted the right to a family crest as well as lands and manors in the counties of Glochester and Worchester. The spelling of the last name was modified through time.

The use of the crest was continued as the college became a university, with the adoption of the escutcheon in 1954 by the University Board of Regents. The official version of the crest features a yellow motto pennant, a red flame, a silver field of arms and six purple birds on a light blue field. The birds are believed to be martins, which, in heraldic symbolism indicated that the Washburn family forefather, Roger Washbourne, was the fourth son.

The motto, “Purificatus non consumptus,” (“Purified but not consumed”), refers to the refinement attained from the pursuit of knowledge, but without the erosion of self or character.

In 2005, in conjunction with its 140th anniversary, the University unveiled an updated graphic identity. The new Washburn logo retains the original symbol of the crest with the flame in order to represent the University’s tradition of academic excellence. The vintage crest has been simplified and adapted to reflect the renewed strength and boldness of the University.

WASHBURN FACTS

Washburn University provides broadly based liberal arts and professional education. More than 200 programs leading to certification, associate’s, bachelor’s, master’s and juris doctor degrees are offered through the College of Arts and Sciences and the Schools of Applied Studies, Business, Law and Nursing.

Enrollment: 6,722

Student/Faculty ratio: 15:1

Classes: 40% of undergraduate classes have fewer than 20 students.

Faculty: 83% of full-time faculty holds doctorates or the highest degrees in their discipline.

National recognition: Washburn is annually ranked as one of the best colleges in the Midwest by *US News & World Report*.

Financial Aid: More that \$65 million in financial aid is available to students annually. Scholarships awarded from University resources are \$6 million.

Endowment funding: Washburn Endowment Association assets of approximately \$152 million ranks Washburn second in the state on a per-student basis among the public institutions.

Internships: Each year, 1,000 students participate in internship opportunities at more than 125 sites in WU’s capital city location.

Athletics: Ten athletic teams compete on the NCAA Division II level in the Mid-America

Intercollegiate Athletics Association (MIAA) conference. Sports are baseball, basketball (men and women), football, golf (men), soccer (women), softball, tennis (men and women) and volleyball.

Alumni: The University boasts more than 40,000 alumni. WU alumni can be found in every county in Kansas, every state in the U.S. and numerous foreign countries.

The Campus:

- The Mulvane Art Museum is the oldest accredited art museum west of the Mississippi River. The museum's permanent collection, although international in scope, emphasizes the work of Kansas and Midwest artists.
- Washburn is home to KTWU, the first public television station in Kansas.
- Crane Observatory houses an 1898 Warner & Swasey refracting telescope.
- The Kuehne Bell Tower features a quartet of bells once housed in the clock tower of Thomas Gymnasium, which was destroyed during the 1966 tornado.
- Washburn University is a publicly funded, independently governed, state coordinated university. In 1941, the citizens of Topeka endorsed Washburn by voting to establish a municipal university, supported in part by the city and governed by a local board of regents. In 1999, the University's primary funding was moved from city property tax to county sales tax sources, with the school retaining status as a municipal subdivision of Kansas.
- In addition to local financial support, Washburn has received state funds since 1961, which have been coordinated by the Kansas Board of Regents since 1991. The University is governed by its own nine-member Board of Regents.

WASHBURN'S ALMA MATER

A song of our prairies wide,
A song of breezes strong,
A song of our pride, the true and the tried,
Of our college dear, a song.

Chorus:

Washburn, Washburn, we love thee well,
Ours is the joy thy praise to swell;
With voices free we'll sing of thee.
And ever thy praise we'll tell.
'Tis not for thy hoarded light,
'Tis not for thy stately halls,
But 'tis for the right, the sword of might,
Thy sons obey thy calls.

Repeat Chorus

The winds for thee music make,
The prairies their strength reveal,
Our glorious state, our Kansas great,
On thee has set her seal.

Repeat Chorus

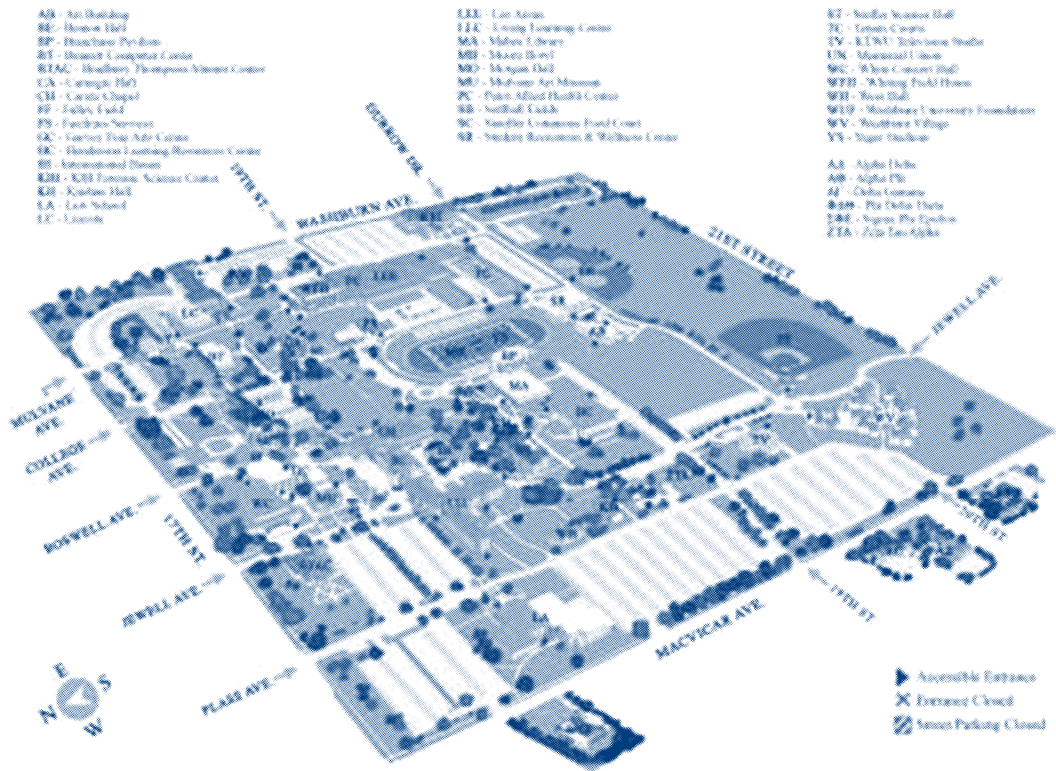
WASHBURN FIGHT SONG:

The name of Washburn shall never fall,
Midst the great and small, she's the best of all;
For her fair name, then, we'll win the game,
And add another victor's crown So, then, we'll smash, crash against the line
"As in Auld Lang Syne," crush them down, So cheer now, yes, cheer,
cheer, cheer, Just for Washburn and her team!

Words by Frances Storrs Johnston, 1892 Music by Lucy Platt Harshbarger, 1893

WASHBURN UNIVERSITY CAMPUS MAP

1700 SW College Ave., Topeka, Kansas 66621 • 783.670.3810



STUDENT LIFE

The mission of Washburn University Student Life is to educate students, engage the community, and enrich the Washburn experience.

We pursue our mission through educational programs, services, advocacy and mentoring to maximize our students' potential. Through promoting an inclusive and healthy Washburn community, we strive to empower students to navigate obstacles and strengthen their readiness to learn.

Specific departments within Student Life include the following:

- Office of Student Life
- Vice President for Student Life and Associate Vice President for Student Life
- Career Services
- Counseling Services
- Residential Living
- Office of Student Involvement & Development
- Student Health
- Student Recreation & Wellness Center

- University Diversity and Inclusion
- Diversity training and engagement
- Non-traditional Students
- Students with Disabilities
- Veterans Affairs
- Victim Services

The functions of the Student Life units are central to the educational mission of Washburn University. Members of the Student Life team view themselves as facilitators of learning: from advising students to sponsoring organizations to serving as mentors. Team members are educators who assist students in learning how to function in groups, resolve conflicts, develop leadership skills, and gain knowledge to work within the institutional framework. In addition, the staff helps students learn how to cope with their environment so they may succeed in their college careers and learn how to apply this knowledge to their lives after goal completion or graduation. Facilitating student development and learning is an integral part of the team's administrative responsibilities.

OFFICE OF STUDENT LIFE

The Office of Student Life is located in Morgan Hall, 240 and includes the offices for the Vice President for Student Life and Associate Vice President for Student Life. Discipline issues, general University concerns, posting approval, and student health insurance information are some of the issues addressed by this office. Office hours are 8:00 a.m. - 5:00 p.m., Monday – Friday. The phone number for Student Life is (785) 670-2100.

CAREER SERVICES

Washburn University Career Services provides comprehensive career development assistance for Washburn students. From the freshman deciding on a major or career to the senior or alumnus seeking a full-time career opportunity, Career Services helps with the developmental process through assessments, counseling/coaching, presentations, and print and online materials.

The comprehensive Career Services website, with information on events, majors and careers, job search materials and graduate schools, is located at www.washburn.edu/career-services.

Career Services is located in Morgan 105 and is open Monday-Friday, 8:00 a.m. - 5:00 p.m., including the noon hour. Please call (785) 670-1450 to schedule an appointment. Individual counseling/coaching, assessments, workshops, events, and use of the online job search system, BodJobs, are free to currently-enrolled Washburn students.

COUNSELING SERVICES

The mission of Counseling Services is to assist students in realizing their maximum potential and to assist them toward optimal functioning. These services work to enhance mental health and support intellectual, personal, emotional and social growth.

As a college counseling center, our services are focused on short-term counseling options in order to help students perform their best academically. Counseling Services commonly provides support for adjusting to college, building healthy relationships, developing healthy self-esteem, enhancing academic performance, fostering healthy lifestyles, improving communication skills, managing stress and anxiety, and supporting LGBTQ concerns.

All services are free for currently enrolled Washburn students. Appointments with a counselor can be scheduled or are available on a walk-in basis between 8:00 a.m. – 4:00 p.m., Monday – Thursday during the academic year. All discussions are confidential, and referrals for more comprehensive assistance may be suggested when appropriate. Students may visit Morgan 140 or call for an appointment at (785) 670-1470. Please visit our Website, www.washburn.edu/counseling, for more information.

RESIDENTIAL LIVING

Students that live on campus for one or more years are more likely to be retained and graduate from Washburn University. Make an investment in yourself. Students can choose to live in suite style or apartment style units, so make the choice that is best for you.

For information about living on campus please contact the Residential Living Office at (785) 670-1065; or visit us on the Web at www.washburn.edu/resliving; or send an e-mail to resliving@washburn.edu.

Office of Student Involvement & Development

The Office of Student Involvement & Development, in conjunction with the Student Life Area, supports the Washburn community through the creation of co-curricular experiences that encourage collaboration and inclusivity to enhance student learning, through leadership development and campus engagement. Our Office is proud to work with University and community partners to enhance the educational experience of Washburn students. We firmly believe that being an involved student at Washburn will help and improve your collegiate experience. We provide the following:

- organization registration, training, and support;
- event planning guidance and resources;
- leadership development;
- direct advising to the Bod Squad, Campus Activities Board, Community Impact Director, Washburn Student Government Association, and Fraternity & Sorority Life; and general information about involvement at Washburn University.

With over 130 student organizations and clubs under its auspices, the Office of Student Involvement & Development provides students the opportunity to get connected to Washburn.

Organizations advised directly by the Office of Student Involvement & Development are as follows:

Washburn Student Government Association (WSGA):

All students are actually members of the WSGA. The elected governance group representing the WSGA is the Student Senate. Student representatives and elected/appointed officers serve as liaisons between faculty/staff and the student body. Washburn Student Government Association allocates funding for student group projects and leads many campus and community-based initiatives. WSGA is made up of hard-working, interested and involved students.

Campus Activities Board (CAB):

CAB is the programming board at Washburn. CAB's goal is to develop sound student leadership through the planning and implementation of recreational, leisure, social, cultural, and entertainment programs.

Interfraternity Council (IFC):

IFC serves as the governing and programming board for the Washburn fraternity community.

Panhellenic Council (PC):

Panhellenic Council serves as the governing and recruitment board for the Washburn sorority community.

Bod Squad

Bod Squad serves as one of the largest student organizations at the University, charged with increasing school spirit, attendance and involvement at Washburn sporting events.

STUDENT ORGANIZATIONS

Students interested in joining an organization or club should contact the Office of Student Involvement & Development, located on the lower level of the Memorial Union, 670-1723, 8:00 a.m. – 5:00 p.m., Monday – Friday. Contact us by phone (785) 670-1723, email: getalife@washburn.edu or visit www.washburn.edu/getalife.

Facebook.com/WUStudentActivitiesandGreekLife Twitter.com/WUGetALife.

Student Media

The Student Media Office is located on the lower level of the Memorial Union. Student media is responsible for the weekly Washburn Review, and The Kaw, the Washburn University yearbook. Apply for all Student Media jobs online at www.washburnreview.org. All students, regardless of major, are encouraged to become part of the staff of these publications.

STUDENT HEALTH

Health Services is located in Morgan Hall, 140. Student Health Services is staffed by board-certified nurse practitioners, and a registered nurse. Treatment is available to all Washburn University students (*though not spouses and children*). Most care is provided free of charge with the exception of immunizations, some medications, outside laboratory testing and X-rays.

Services available include treatment of urgent care issues such as bronchitis, lacerations, sprains, bladder infections, and skin conditions. Wellness care includes physical exams (including well woman exams/PAP testing), contraceptive education, TB testing, and immunizations. Students with chronic, stable conditions such as high blood pressure, diabetes and thyroid disease can also be seen at Student Health. Treatment of depression, anxiety, bipolar disorder and ADD/ADHD is done in collaboration with Counseling Services.

Medical insurance is not required for most students but is strongly recommended. (International students are required to have insurance.) A basic insurance plan administered by an external company is available to Washburn Students. Information is available at the Student Health and Counseling Services, the Student Life Office, and online at <http://www.washburn.edu/student-health-services>.

When Student Health and Counseling Services is not open and the student does not have a personal health care provider, care may be obtained at the following urgent and emergency care centers at the student's expense:

- Cotton-O'Neil Express Care
- Med-Assist
- Minor Med
- Minute Clinic
- St. Francis Medical Center
- Stormont-Vail Health Care
- Sunflower Prompt Care
- Take Care Clinic
- Tallgrass Immediate Care

Please note the two hospitals (St. Francis and Stormont Vail) are places to seek treatment for serious illness or injury and charges will likely be much higher than the other facilities listed.

For more information, please call Student Health at (785) 670-1470 or go to <http://www.washburn.edu/student-health-services>.

STUDENT RECREATION & WELLNESS CENTER

The mission of the Student Recreation and Wellness Center (SRWC) is to provide awareness, education, opportunities, and support resulting in enduring healthy lifestyle habits.

We hope you take advantage of the campus recreation program. There are opportunities for everyone: from the novice, to the advanced recreational athlete. Visit us to make friends, have fun and be healthy. For more information, go to www.washburn.edu/getfit.

UNIVERSITY DIVERSITY & INCLUSION

University Diversity and Inclusion promotes awareness of cultural diversity and multicultural issues; enhances educational development about diversity; and serves as a resource and referral center for students, faculty, staff, and the Topeka community. In addition, they are responsible for facilitating health and disability accommodations on campus, as well as certifying all veteran benefits.

Office Hours: Monday-Friday, 8:00 a.m. – 5:00 p.m. After 5:00 p.m. by appointment.

Location: 105 Morgan Hall (785) 670-1622;

BEHAVIORAL ASSESSMENT TEAM

Washburn University has a University Behavioral Assessment Team (UBAT) that responds to concerns about student, faculty or staff behavior that is troubling, disruptive, or threatening to the campus environment. The team is comprised of members from various University units. The team will initiate a full and prompt review assessing the level of concern and formulate a plan in response to concerns brought to their attention.

If you observe *patterns* of behavior that are uncommon of the person displaying them or that cause you to be concerned for your safety or others, report your concerns to any member of UBAT. You should not attempt to diagnose the concern.

Potential types of behavioral concerns to report.

Patterns of troubling behavior:

- Poor class or work attendance
- Missing deadlines
- Inability to get along with others
- Poor personal boundaries
- Poor concentration
- Poor personal hygiene
- Intense display of emotions

Patterns of disturbing or disruptive behavior:

- Argumentative
- Refusing to talk to coworkers
- Rocking/mumbling to self
- Repeated impossible requests
- Not remembering things already done
- Calling University offices and refusing to get off the phone
- Inconsistency between action and words

If you perceive imminent danger, call the Washburn University Police immediately: 785-670-1153.

In a non-emergency, contact any UBAT member:

- Chief of Police: 670-1153
- Director of Human Resources: 670-1538
- Director of Counseling Services: 670-3100
- Director of Student Health Services: 670-1470
- Associate Vice President for Student Life: 670-2100
- Director of Residential Living: 670-1065
- Director of Student Services: 670-1629
- Vice President for Student Life: 670-2100
- Associate Vice President for Academic Affairs: 670-1648
- University Counsel: 670-1712
- Associate Dean of Student Affairs (Law): 670-1662
- Associate Dean of Student Services (WIT): 670-6320
- University Compliance Officer: 670-1712

GRADE POINT AVERAGE (How To Calculate Your GPA)

Calculating and understanding grades can be frustrating. To compute a grade point average (GPA) you must know the following:

Each hour of a course represents a credit:

1 hour = 1 credit 3 hours = 3 credits

Washburn is on a 4.0 system:

A – 4 point value

B – 3 point value

C – 2 point value

D – 1 point value

F – 0 point value

Points for a course are figured by multiplying the course grade point value times its number of credit hours. The GPA is found by dividing the total number of points by the total hours attempted.

Example:

General Psychology	3 hrs.	A (4 point value)
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Spanish 101	4 hrs.	B (3 point value)
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To compute:

$3(\text{hours}) \times 4 (\text{an A}) = 12 \text{ points}$

$4(\text{hours}) \times 3 (\text{a B}) = 12 \text{ points}$

$24 (\text{total points}) \text{ divided by } 7 (\text{total hours}) = 3.43 \text{ GPA}$

Questions or concerns about a specific grade should be directed to the instructor of record.

A GPA calculator can be found on the Student Academics tab of my.washburn, under Academic Advising.

UNIVERSITY LIBRARIES

Library Facilities

The University Library, Mabee Library, located in the center of campus, is the intellectual and cultural heart of the University. Its staff offers a wide variety of services, with a special focus on educational programs that promote the intelligent use of information resources and information literacy, such as the 1-credit course IS 170: Library Research Strategies, IS 171: Internet Research Strategies, IS 172: Advanced Research Strategies, and IS 174: Trace Your Family History. Ongoing physical improvements in the library – the Study Grounds coffee bar and booth seating – continue to make it a place for 21st Century learning and allow the library to host a growing list of public exhibits and events, including student art exhibits and the Averill Kansas Studies Lecture.

The Library has three floors - one of which is a dedicated quiet zone, a second is designated for group study, while the main level is a mixed space that provides access to over 100 computers for students and faculty. Laptops are available for checkout at the Welcome Center and banks of high-speed computers are available on the first and third floors. The University Tutoring (washburn.edu/tutoring) & Writing (washburn.edu/writingcenter) Center provide free tutoring services for students. The Library website (www.washburn.edu/mabee) is designed for ease of use and features the ENCORE and SYNERGY search tools that allow researchers to access the collections of Mabee Library, the Curriculum Resources Center, the Washburn School of Law Library, the Kansas Supreme Court Library, the State Library of Kansas, and the Kansas Historical Society Library. In addition to an extensive number of books and print journals, the Library

also provides access to an expanding number of electronic resources. The Librarians also provide an online subject-specific set of help tools (**libguides.washburn.edu**), which extend public services beyond the 105 hours each week that in-person research assistance is available.

Mabee Library is a selective depository for Federal and Kansas State documents. Special Collections in the Library include the Rare Book Collection, the University Archives, the William I. Koch Art History Collection, the Thomas Fox Averill Kansas Studies Collection, the Nancy Boyda 2nd Congressional District Collection, and a growing Digital Institutional Repository (**ir.washburnlaw.edu**) that displays the scholarly work of both faculty and students.

The Carnegie Education Library (CEL), a branch of the Mabee Library, is located in Carnegie Hall, specializes in teacher resources and also models contemporary preK-12 libraries. The CEL seeks to enhance the teaching and learning initiatives of the Washburn University Department of Education in its ability to successfully develop 21st Century educators and learners. Library services and programming also serve Topeka area educational communities. In addition to its unique physical collections, the CEL website

(www.washburn.edu/mabee/crc) provides access to an increasing number of digital resources.

The new integrated learning system lab at the CEL provides access to burgeoning educational technologies and digital equipment.

Mabee Fall & Spring Semester Hours

Sunday-open at 1:00 p.m. Monday – Thursday-open 24 hours

Friday-Close at 6:00 p.m. Saturday-10:00 a.m. – 5:00 p.m.

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CEL Fall & Spring Semester Hours

Monday – Thursday. 8:00 a.m.–6:00 p.m. . Friday: 8:00 a.m.-5:00 p.m.

Saturday and Sunday.CLOSED

Special hours for Mabee Library and the CEL during holidays, interim and final exam periods will be posted.

Contact Information:

Mabee Library

- Website: www.washburn.edu/mabee
- Email: refemail@washburn.edu
- Text: (785) 379-6223
- Telephone: (785) 670-2485
- Toll Free: (800) 736-9060

Curriculum Education Library

- Website: www.washburn.edu/mabee/crc
- Email: refemail@washburn.edu
- Telephone: (785) 670-1436
- Toll Free: (800) 736-9060

PLAN OF ACTION FOR STUDENTS

Each year of a student's career at Washburn will be marked by challenges and opportunities as self-knowledge increases and choices are made about the future. The keys to success are planning ahead, using time well, taking advantage of campus and community resources, and being pro-active. Student experiences are all different, but the following "plan of action" should help you make your way toward being the person you would like to be when you graduate.

FRESHMAN (EXPLORING)		
Academics	<p><i>Explore the University</i> Read the General Catalog See your Academic Advisor Meet professors and staff Attend workshops on: study skills, test taking, time management. Explore General Education requirements Complete Financial Literacy modules in WU101</p>	<p>Enroll in the Washburn Experience course, WU 101 Complete Financial Literacy modules in WU 101 Explore University Honors Program, Leadership Institute, and Washburn Transformational Experience program</p>
Personal	<p><i>Self-Understanding</i> Develop a support group of friends Get Rec'd! Checkout the SRWC Take a personality assessment</p>	<p>Do values clarification exercises Explore individual counseling at Counseling Services Identify major fears of college life Redefine family relationships Sign up for SALT at orientation</p>
Social	<p><i>Initiate Relationships</i> Join Washburn Residential Council (WRC) Visit the Office of Student Involvement & Development to get involved</p>	<p>Become involved in a campus organization Make summer travel plans Develop a peer group Volunteer: check out LinC</p>
Career	<p><i>Explore Career Areas</i> Talk with parents, friends, advisors, professors, career counselors Do "career testing" through volunteering Attend a career workshop – visit Career Services Use "What Can I Do with this Major" and FOCUS2 on the Career Services website OR enroll in IS 120 Develop career-related hobbies</p>	<p>Attend BOWTIE and Career Fairs Identify your transferable skills and abilities</p>

SOPHOMORE (DEFINING)		
Academics	<p><i>Gain Specific Information</i> Seek academic advice from professors and peers Grab lunch with one of your professors Establish a personal GPA goal Choose an academic major</p>	<p>Develop a tentative academic plan Choose electives that match your needs/interests Explore Study Abroad Attend the BOWTIE</p>
Personal	<p><i>Explore New Roles</i> Learn about cultural diversity – check out the Office of University & Inclusion</p>	<p>Find a mentor who can offer support Explore individual counseling Find out about international events Check out the International House</p>
Social	<p><i>Increase Involvement</i> Become actively involved in a club/organization, maybe one associated with your possible major Volunteer on student committees Volunteer in the community</p>	<p>Join Intramural teams at the SRWC Attend University-wide events: lectures, performances and CAB events Join an organization in your possible major.</p>
Career	<p><i>Collect More Information</i> Read about careers in the library and online via FOCUS 2 and O*Net Look for a summer internship Conduct an informational interview with someone in your area of interest. Develop short-term goals for gaining experience and skills</p>	<p>Volunteer to “shadow” a professional Talk with career advisors Attend career presentations and fairs to gather information and seek internships Talk with Specialists at Career Services about resources and internships Create a Handshake account to start looking for jobs and internships</p>

JUNIOR (RESEARCHING)		
Academics	<p><i>Make Initial Choices</i> Take mock GRE/MCAT or LSAT exams Focus on succeeding in major courses – seek tutoring with the Center for Student Success Relate academics to future life plans</p>	<p>Attend departmental seminars and lectures that relate to your major Develop an academic mentor Consider research opportunities Seek out and apply for internships</p>
Personal	<p><i>Risk Personal Openness</i> Seek out sources of support Help others with their problems Re-complete SALT modules regarding student loans and budgeting</p>	<p>Continue discussions with a mentor Test ideas through discussion groups Disagree with an authority – but have a solid reason</p>
Social	<p><i>Exercise New Skills</i> Run for an elected office/get involved in WSGA Apply for Resident Assistant (RA) or peer advisor positions</p>	<p>Become a Big Brother/Sister Volunteer through Campus Activities Board (CAB)</p>
Career	<p><i>Increase Experience</i> Find internships that interest you Make tentative career decisions Attend career and graduate school fairs Visit Career Services for a resume review and to discuss plans and goals</p>	<p>Develop general awareness of many career options Familiarize yourself with work settings and job descriptions Have a mock interview with Career Services Conduct informational interviews for information and network contacts</p>

SENIOR (IMPLEMENTING)		
Academics	<p><i>Long-Term Decisions</i> Prepare graduate school applications Apply for awards Present projects at scholarly meetings Apeiron, Day of Transformation Develop an independent study that is meaningful to you Complete a WTE</p>	<p>Work on an academic project with a professor Become a tutor Explore life-long learning interests Request a senior progress check from Office of the Registrar</p>
Personal	<p><i>Make Commitments</i> Prepare for your chosen lifestyle Attend stress workshops Prior to graduation, complete SALT modules regarding loan repayment Consult financial literacy resources as needed</p>	<p>Talk about your first year out of school Make a list of your firm decisions Write down three life goals Participate in Commencement!</p>
Social	<p><i>Leadership</i> Lead a group or club Supervise a few student projects Join a professional organization</p>	<p>Tutor high school students Assist in facilitation of leadership conferences and workshops</p>
Career	<p><i>First Career Choice (Next Destination)</i> Attend presentations on job searches, interviewing, and the transition from college life to post-college life Establish life goals Have a mock interview at Career Services Attend career fairs and make connections with recruiters Develop a contact list of references; use your network to develop leads</p>	<p>Interview for jobs or graduate/professional school admission Develop a budget for graduate school or life after college Check job listings and apply for openings/apply to graduate/professional school programs Participate in commencement</p>

2018-2019 ACADEMIC CALENDAR

FALL SEMESTER 2018 SCHEDULE

August 1-17		Open Registration Continues
August 16	Thursday	Residence Halls Open, 8:00 a.m. Welcome Week Begins
August 17	Friday	Welcome Week Continues
August 18	Saturday	Saturday Classes Begin Welcome Week Continues
August 19	Sunday	Welcome Week Continues
August 20	Monday	First Day of Class, Welcome Week Continues
August 21	Tuesday	Welcome Week Continues
August 22	Wednesday	Welcome Week Continues
August 23	Thursday	Convocation
August 24	Friday	Last Day to Change from Audit to Graded or A/Pass/Fail Status Last Day to Enroll in a Course without Instructor's Permission
August 31	Friday	Last Day to Set Up Payment Plan Last Day to Enroll without a Late Fee Last Day to Receive 100% Tuition Refund
September 3	Monday	Labor Day Holiday – University Closed
September 4	Tuesday	Classes Resume
September 7	Friday	Last Day to File Application for Degree for Fall Graduates Last Day to change from graded or A/Pass/Fail status to audit Last Day to Enroll Last Day to Receive 40% Tuition Refund
September 14	Friday	Last day to receive 20% Tuition Refund
September 22	Saturday	Family Day
October 13	Saturday	Homecoming
October 17	Wednesday	Mid-term Grades Due
October 20	Saturday	Fall Break Begins
October 24	Saturday	Classes Resume
October 27	Saturday	Open Registration Begins
November 2	Friday	Last Day to Withdraw Last Day to Change Grade Status from A/Pass/Fail to Graded, Graded to A/Pass/Fail
November 9	Friday	Deadline for Spring 2018 Reinstatement Petition Submission to VPAA
November 15	Thursday	Priority Deadline for Washburn University Academic Scholarship and Federal Campus-Based Financial Aid
November 21	Wednesday	Thanksgiving Student Recess Begins
November 23	Thursday	Thanksgiving (University Closed – No Saturday Classes)
November 26	Monday	Classes Resume
December 3	Monday	Success Week Begins
December 7	Friday	Last Day of Classes
December 8	Saturday	Final Examinations Begin
December 14	Friday	Final Examinations End End of Fall Semester School of Nursing Recognition Ceremony
		Commencement
December 25	Sunday	Winter Holiday Break (<i>University Closed</i>)
January 2	Tuesday	University Opens

SPRING SEMESTER 2019 SCHEDULE

January 1	Monday	Open Registration Continues
January 12	Saturday	University Classes Begin
January 18	Friday	Last day to change from audit to graded or A/Pass/Fail status Last day to enroll in a course without instructor's permission
January 21	Monday	Marin Luther King Holiday – No Classes
January 22	Tuesday	Classes Resume
January 25	Friday	Last day to set up a payment plan Last day to receive 100% tuition refund
February 1	Friday	Last day to change from graded or a/Pass/Fail to audit Last day to file Application for Degree for Spring and Summer graduates Last day to enroll Last day to receive 40% tuition refund
February 8	Friday	Last day to receive 20% tuition refund
March 6	Wednesday	Freshman Mid-term Grades Due (10:00 AM)
March 11	Monday	Spring Recess begins
March 18	Friday	Classes Resume
March 26	Tuesday	Advance Registration begins for Fall Semester (Ends March 29) Web withdrawal for spring semester ends; One Stop override required
March 28	Thursday	Deadline for Summer 2018 reinstatement Petition submissions to VPAA
March 29	Friday	Last day to change grade status from A/Pass/Fail to graded, graded to A/Pass/Fail Last day to withdraw
March 30	Saturday	Open Registration begins for Fall Semester
April 29	Monday	Success Week Begins
May 3	Friday	Last Day of Classes
May 4	Saturday	Final Examinations Begin
May 10	Friday	Final Examinations End; End of the Semester
May 11	Saturday	School of Nursing Recognition Ceremony School of Applied Studies Certificate Ceremony Undergraduate/Graduate Commencement
May 16	Wednesday	Deadline for submission of grades (10:00AM)

Note: The academic deadlines reflected in the calendar above are for classes one semester in length. Academic deadlines for courses shorter in length than one semester will be calculated at the same ratio as the academic deadlines for semester courses. The calendar is subject to change. Please refer to the academic calendar on the Washburn Web site for the most up-to-date information.

POLICIES & PROCEDURES

These policies and procedures are current at the time of printing. For any updated versions, please see listed websites.

EXTENDED ABSENCE

In the case of an extreme medical problem, the Student Life Office may be contacted with information relative to the student's medical situation. This does not include brief illnesses.

The Student Life Office will then notify the student's instructors of the absence and expected return date, if that information is available.

It is the student's responsibility to follow up with the instructor(s) and secure arrangements for make-up work and missed quizzes, tests or exams. It will also be the student's responsibility to provide the necessary medical documentation, if requested by the instructors, to verify the medical absence.

CAMPUS TELEPHONE DIRECTORY INFORMATION

Currently enrolled students may choose to withhold information from the online university directory. Students who do not want their name, current address, telephone number or e-mail included in the directory, may exclude information at any time during the year from "View/Update Campus

Directory Profile" under the "Students" tab in MyWashburn.

iALERT

Washburn University has implemented iAlert, a mass message emergency notification system which significantly enhances our ability to maintain a safe academic environment for students, faculty and staff. To review or change your current iAlert delivery settings, please go to <https://www2-prod.washburn.edu/ialerts/> and login using your MyWashburn username and password.

SMOKING

All University buildings and residence halls are non-smoking facilities. All smoking must be done in the designated smoking area (where ashtrays have been placed by University staff) outside each building. Smoking is not permitted within 10 feet of any entrance/exit or air handling unit. When smoking outside, please be mindful of your smoke impacting others by keeping a reasonable distance from people walking in or out of buildings. Cigarette butts and ashes must be disposed of in ashtrays. Please do NOT throw cigarette butts on the grounds, in trash containers or into any other inappropriate location. Inappropriately disposed cigarette butts may result in fines and/or disciplinary action.

HIGHER EDUCATION OPPORTUNITY ACT PLAN (HEOA) – P2P FILE SHARING

Per the HEOA regulations issued October 29, 2009 in regard to P2P file sharing, Washburn has developed a plan to effectively combat the unauthorized distribution of copyrighted material by users of the Institution's network, without unduly interfering with educational and research use of the network. This plan includes the following:

1. A technology based deterrent
2. A mechanism to educate and inform about inappropriate use
3. Disciplinary procedures
4. A procedure for periodic review of this plan
5. Make available information about legal alternatives for downloading

Technology: Washburn has installed a Netenforcer bandwidth shaping appliance. This appliance is configured to assign all P2P traffic lowest priority. Maximum bandwidth per user is 20K. Additionally, for the Gnutella and Ares protocols, total bandwidth for all users combined is set to 1K.

Education: Washburn will insert educational material in the student handbook as well as maintain the following website to provide disclosure to students describing copyright law and campus policies related to violating copyright law: <http://www.washburn.edu/studentsdisclosures/>.

Violations of HEOA Related to P2P File Sharing – Students

The following practice for violations of P2P file sharing has been adopted:

- *First violation:* Documentation and education of students about DMCA.
- *Second violation:* A student found in violation of a second DMC violation will have his/her computer blocked from using the wireless or housing networks on campus. Also, the Associate Vice President for Student Life or designee will conduct a formal hearing with the student about this continued misconduct.

Violations of HEOA Related to P2P File Sharing – Employees

Employees will be subject to disciplinary action related to illegal P2P file sharing.

Review: This plan will be reviewed annually by the Director of ITS, Vice President for Administration and Treasurer, University Counsel and Information Security Officer. They will use relevant assessment criteria to document the effectiveness of the plan, making any changes for the future as deemed necessary.

Legal Alternatives: Students are directed to the following website (maintained by Educause) for information on options for legal downloading: <http://www.educause.edu/Resources/Browse/LegalDownloading/33381>.

EMERGENCY EVACUATION/FIRE SAFETY

Washburn University has prepared evacuation information that may be reviewed at washburn.edu/parents-family/health-safety/index.html. The link includes recommended procedures for emergency evacuation of residence halls and other occupied buildings. Residential living and campus residence halls comply with city and state fire codes by conducting the required fire evacuation drills in our campus residence halls. Drills are documented and forwarded to the Topeka Fire Department.

Campus Fire Statistics

For statistics on fire alarms, refer to the Crime Statistic Report at <http://www.washburn.edu/securityreport>.

CAMPUS BULLETIN BOARD & POSTER POLICY

The Washburn University policy on posters and bulletin boards has been adopted in order to promote the effective use of postings within University buildings. Posting is only allowed on designated walls and bulletin boards.

1. Posters displayed in buildings on campus must be date stamped in the Student Life Office, Morgan Hall 240. Date stamping does not constitute University approval of the contents.
2. Maximum number of posters per organization or event allowed: 20 per building. WSGA Student Election fliers are exempt from the 20 per building limit.
3. Posters will be date stamped according to the following:
 - Non-University groups advertising products or services – 2 WEEKS;
 - Community service organizations or University groups – UP TO 30 DAYS, IF NEEDED;
 - University academic or administrative departments – UP TO 1 SEMESTER, OR LONGER, IF NEEDED;
 - Special events held on a specific date – THRU THE DATE OF THE EVENT OR, THE APPROPRIATE POSTING PERIOD, WHICHEVER IS LESS.
4. The maximum size poster allowed on a bulletin board will be 11 by 17 inches.
5. Postings outside of buildings on the University campus are allowed only on bulletin boards or other locations designated for that purpose.
6. To minimize the risk of fire and the impeding of quick and safe egress from buildings in an emergency, posting is not allowed in the following locations:

- a. In stair enclosures or on stair railings;
 - b. On doors or windows, including translucent glass block windows;
 - c. On lights or heaters;
 - d. In or on elevators;
 - e. On floors;
 - f. On furniture;
 - g. Attached to or covering fire extinguishers, hose cabinets, exit markers, or any other safety equipment;
 - h. In any other location where they might constitute a safety hazard.
7. Posters must be placed in such a manner that they do not overlap or interfere with the viewing of adjacent posters.
 8. Posters on bulletin boards must be attached with thumbtacks. Staples are not permitted. Postings are limited to 1 item per bulletin board. When utilizing University public area, bulletin boards, stamped posted messages are limited to 1 posting per bulletin board. Posters on walls must be attached with masking tape. Scotch tape and other tapes are difficult to remove and may damage painted surfaces.
 9. Notices that require only a one-day posting period, such as to announce changes in previously scheduled events, to provide directional information for groups visiting campus, or to announce a class cancellation, may be posted for a one-day period without a date stamp. The effective date of the announcement must be clearly visible on such notices, and they must be removed by the person or organization placing the notices no later than the next day.
 10. Custodial staff will remove postings on as timely a basis as possible, consistent with their other duties.
 11. One copy of each poster must be left in the Student Life Office, Morgan Hall 240, with the name and phone number of the individual who will be posting the item.
 12. Failure to abide by the rules of this policy may forfeit your right to post fliers in the future. *Approved September, 2002.*

Additional regulations concerning sidewalk messages are

- Only Washburn Students, Student Organizations and employees shall be permitted to have sidewalk messages;
- A hard copy rendition (drawing) of the chalking message must be submitted to the Student Life office prior to approval;
- On a separate sheet of paper, the name and telephone number of the individual in the Student Organization who is responsible for posting the message shall be submitted to the Student Life office along with the request for approval; and,
- Only water soluble dry stick chalk may be used. Aero spray chalk is not permitted.
- Sidewalk messages must be a minimum of 10 feet from any entrance to reduce chalk being tracked into buildings.
- Sidewalk messages must not be located on stairs.
- Sidewalk messages must not be located under overhangs or archways and must be able to be contacted by the elements.

NOTICE OF NON-DISCRIMINATION

Washburn University prohibits discrimination on the basis of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, veteran status, or marital or parental status. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Pamela Foster, Equal Opportunity Director/Title IX Coordinator, Washburn University, 1700 SW College Ave, Topeka, Kansas 66621, 785.670.1509, eodirector@washburn.edu .

NON-DISCRIMINATION POLICY AND DEFINITIONS

Washburn University's Non-Discrimination Policy outlines prohibited discrimination, harassment, (including sexual violence, dating violence, domestic violence, and stalking) and retaliation. In sum, the Policy describes how to make a complaint of discrimination and harassment, situations covered, and lists relevant definitions. The entire Policy is listed below and is current at the time of printing.

For the most updated version and for regulations and procedures that detail the complaint investigation, sanctioning, and appeals process, see

<http://www.washburn.edu/statements-disclosures/equal-opportunity/index.html>

Equal Opportunity

Washburn University is committed to providing an environment for individuals to pursue educational and employment opportunities free from discrimination and/or harassment. The University prohibits discrimination on the basis of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, veteran status, or marital or parental status. Each unit within the University is charged with conducting its programs and activities in accordance with the University commitment to equal opportunity for all.

Non Discrimination Policy - http://washburn.edu/statements-disclosures/equal-opportunity/_files/non-discrimination-policy.pdf

How to File a complaint - <http://www.washburn.edu/statements-disclosures/equal-opportunity/how-to-file-a-complaint.html>

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STUDENT CONDUCT CODE

Washburn University strives to provide an environment in which students may pursue their educational interests. Students are expected to conduct themselves in a manner which promotes learning and preserves academic freedom for all. As a result, all Washburn University and Washburn Tech students are expected to abide by the Washburn University Student Code of Conduct. www.washburn.edu/knowthecode

This same Washburn Student Code of Conduct applies to Washburn Student Organizations. www.washburn.edu/knowthecode

ACADEMIC IMPROPRIETY POLICY

The grades and credits earned by college students in their courses provide an important measure of the quality and extent of their academic achievements. Preserving the integrity and significance of grades and credits is a professional responsibility of the teaching faculty, but requires the cooperation and support of students. The present policy is designed to assist faculty and students in this task. First, it identifies the basic presumption underlying the integrity and significance of academic grades and credits. Second, it defines as academically improper, and officially forbids, all forms of student behavior that undermine, or that could reasonably be interpreted as undermining, the validity of this basic presumption. Finally, it requires faculty to take

reasonable steps to prevent such behavior from occurring and to take appropriate academic action when it does occur.

The Washburn University Academic Impropriety (cheating) policy can be viewed at <http://www.washburn.edu/faculty-staff/faculty-resources/faculty-handbook/faculty-handbook-section-7.html#VIII>

CAMPUS SECURITY POLICY & PROCEDURES

www.washburn.edu/right-to-know www.washburn.edu/police

ALCOHOL AND DRUG POLICY

Washburn University has adopted policies for prohibiting the use of alcohol and other drugs by students and employees in the workplace in compliance with federal laws and regulations, as well as alcohol and other drug prevention programs. The Washburn University Policies, Regulations, and Procedures Manual, www.washburn.edu/wuprpm/index.html, Sections A.6. and A.8. contain prohibitions and establish appropriate sanctions for violation of University policy by employees. The Student Handbook sets forth prohibitions in the Student Conduct Code, Sections II.P. & II.Q, and the disciplinary procedure and sanctions in Section III, www.washburn.edu/current-students/services/student-handbook.pdf

Information about alcohol and substance abuse can be found online at <http://www.washburn.edu/right-to-know>.

The sale, distribution, and/or possession of alcoholic beverages is prohibited on campus except as approved by the Washburn University Board of Regents. (*On occasion, state law does permit the University to designate "non-classroom instruction" areas where alcohol liquor may be consumed.*) The policy for selling, serving, and consumption of alcoholic liquor and cereal malt beverages on University property is set forth in Washburn University Policies, Regulations, and Procedures Manual, Section A. 8.

www.washburn.edu/wuprpm/index.html. It shall be arranged through University dining services.

CAMPUS WEAPONS POLICY: OPEN CARRY OR CONCEAL CARRY

Following the expiration of the exemption provided to a 2013 Kansas state law, Washburn University must allow conceal and carry on the Washburn campus. Details of the policy can be found at the link below:

www.washburn.edu/campus-life/student-activities/policies-forms/concealed-weapons-policy.html

ANNUAL CAMPUS SECURITY REPORT (CLERY ACT)

The Annual Campus Security and Fire Safety Report contains policies, procedures, statistics, and prevention programs intended to increase student and employee knowledge of crimes and crime prevention on campus. The Report contains information of reported crimes and certain arrests on University controlled property. Crime statistics and definitions used in compiling crime statistics are also provided in the Report. This report complies with requirements of the Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act and the Higher Education Opportunity Act.

The Report is found online: <http://www.washburn.edu/securityreport>.

A paper copy of the Report can be obtained upon request at the Washburn University Police Department, Morgan 135.

Other crime statistics are also found online:

<http://www.washburn.edu/parents-family/health-safety/police/required-reporting/index.html>

WASHBURN UNIVERSITY POLICE DEPARTMENT

The Washburn University Police Department is responsible for all aspects of public safety for the University community. This includes, but is not limited to the following: police; emergency first aid services; dignitary security; parking; and safety of all students, faculty, staff, and visitors in an open, urban campus setting.

The Washburn University Police Department is a Kansas CPOST certified law enforcement agency as defined under K.S.A. 13-13a12 and K.S.A. 22-2401a. The Department operates 24 hours a day, 365 days a year with 15 full-time and 7 part-time police officers, 4 full-time and 2 part-time communication specialists.

The Washburn University Police Department is responsible for enforcing all traffic laws and parking regulations on the University campus. Copies of the University Parking Regulations as well as campus maps are available at the Department's Office located in Morgan Hall 135. The Department also maintains a lost and found service. Located throughout the 168-acre campus are 13 emergency telephones. These telephones are connected directly to the University Police Department's Communication Center. The telephones are mounted on stainless steel towers with the word "EMERGENCY," as well as a blue light that flashes when the telephone is activated. These telephones can be used for any type of assistance needed.

The University Police Department Captain works closely with all students, student organizations (*including fraternities and sororities*), faculty, and staff to assist in making the Washburn University campus a safe learning environment. The Department publishes, on a monthly basis, all police and campus safety activity as well as crime prevention tips or information on current issues. The University Police Department can be contacted via e-mail at police@washburn.edu.

Individuals may visit the Department's website at www.washburn.edu/police. In accordance with federal law, individuals may access Washburn's crime statistics by visiting the website and clicking on *Required Reporting*. The Washburn University Police Department works closely with the Topeka Police

Department, Shawnee County Sheriff's Department, Topeka Fire Department, and American Medical Response/Emergency Medical Service to ensure the safety of all members of the University community.

Campus Police Authority/Services:

- Criminal arrests and administrative sanctions referrals
- Safety escorts
- Crime prevention
- Provide crime awareness/prevention seminars
- Post and explain crime reports
- Work in cooperation with students, faculty and staff to make Washburn a safe learning, working, and living environment.

Victim Services:

Washburn provides confidential on-campus victim advocacy services to those who have experienced crime victimization, including sexual harassment and assault, stalking, and domestic violence. Such advocacy services include emotional support, rights and reporting information, safety planning, and help finding resources and filling out paperwork. These services are available to all currently enrolled Washburn students at no cost. If you are interested in these services, contact Washburn's confidential victim advocate Molly Steffes-Herman at molly.berman@washburn.edu or by phone at 785-670-1415. Please visit www.washburn.edu/advocate for more information.

Security Features of the Campus

A Safety Committee, comprised of University students, faculty and staff, works closely with the University Police Department in making recommendations for improvement. This committee conducts two security walks during the academic year. The group conducts these during the evening hours, looking at lighting, landscaping, parking, etc. Thirteen (13) emergency telephones are located throughout the Washburn campus. They are mounted on stainless steel towers, have a blue light on the tower and are marked, "EMERGENCY."

SAFETY TIPS

Home and Residence Hall

- Lock doors and windows, even if you are just going down the hall for a few minutes.
- Do not allow people you do not know to follow you into the residential portion/section of the residence halls.

- Do not answer the door for anyone you do not know.
- Do not prop open any doors.
- In over half of all reported rapes, women know their attackers. Be wary of bringing casual acquaintances into your living space.
- Take care of your keys; do not give anyone the opportunity to duplicate them. If you lose your keys, report it immediately.

Telephone Tips

- List only first initials and last name in directories.
- Be suspicious of surveys or wrong number calls, and do not divulge your name and address.
- Hang up immediately on obscene phone callers.
- Never reveal that you are home alone.

Computer Tips

- Keep logins and passwords confidential. **DO NOT LEND THEM TO ANYONE!!**
- Avoid giving personal information out over the Internet.
- An increasing number of stalkers and rapists “meet” their future victims in “chat rooms”. **BE VERY CAUTIOUS OF THESE INTERACTIONS!**

Safety While Driving

- Lock your doors and close the windows when leaving your car, whether it is for a few minutes or several hours.
- Park in well-lighted areas and try not to walk alone in parking areas at night.
- Store valuables out of sight by placing them in the trunk before leaving for/reaching your destination.
- Always make sure your vehicle is tuned up before trips.
- Always pack a survival bag. Pack the appropriate items for the time of year.
- If your car breaks down in an isolated area, raise the hood. Stay in the locked car. If someone stops to help, ask him/her to make a phone call for you. Sound the horn if threatened.
- Never pick up hitchhikers.

If Someone Tries to Assault You

- Stay as calm as possible. Think rationally and evaluate your resources and options.
- Try to get an accurate description of an assailant’s appearance, what was said, or anything else that would assist authorities.
- If you are robbed, threatened or raped on campus, call University Police immediately. You may save someone else from becoming a victim. If the incident occurs off campus, call the Topeka Police Department (TPD) first; then, notify the University Police after filing a report with the TPD.
- Help is available to assist you in dealing with the trauma that any assault can cause.

Off-Campus Living

Apartment complexes, townhouse/condominium communities and other multi-family dwellings pose unique security problems. Because of the temporary nature of many residents of rent/lease property, you need to make an extra effort to be aware of your surroundings. All the good crime prevention tips taught to participants in Neighborhood Watch also apply to those living in apartment communities.

Often apartment complexes have problems with auto thefts and burglaries. There are several measures that you can take to prevent this from happening to you:

- Always lock your vehicle. Do not leave valuables in sight.
- Always remove your key from the vehicle, and never hide a key. The thief knows all the places to look.
- Consider an alarm for luxury or expensive vehicles, and park as close to your apartment/dwelling as possible.

Good Security Habits

- Re-key locks when moving into a previously rented residence or after keys have been lost or stolen.
- Deadbolt locks should be on all exterior doors.
- Install locks or protective devices on windows.
- Make sure shrubbery is trimmed away from entryways and windows.
- Light all entryways, all night long!
- Use Operation ID or a similar program to protect your property.
- Always schedule home maintenance repairs with reputable companies at a time when you can be at home and during the daylight hours.

Protecting Yourself from Crime

There are no guarantees against becoming a victim. Most criminals take advantage of the situation at hand. If they are faced with obstacles and a risk of getting caught, they will most likely be deterred. In other words, criminals look for the most opportune moment to commit the crime. The following are some suggestions that may help keep you from being a victim.

1. Know your environment:
 - Help phone locations.
 - Poorly lighted areas.
 - “Trouble” areas.
2. Have safe, unpredictable habits:
 - Walk in groups.
 - Keep your doors and windows locked.
 - Keep all of your belongings in a safe location.
3. Know what to do if something does happen:
 - University Police number (1153).
 - Topeka Police number (911).
 - Attend seminars and classes dealing with prevention and self-defense tips.

Colleges and universities are unique settings and are not exempt from crime. The campus community also has the obligation of helping the law enforcement agency in fighting crime. By being alert, looking out for others, and reporting incidents to the Police, everyone will help make your campus a safe, fun place to live, learn, work, and visit.

If a Crime Does Occur Off Campus

- Call Topeka Police immediately. A five-minute delay means that the chance of catching the criminal drops by two-thirds.
- It pays to prosecute.
- Being a witness in court is not as much trouble as you may think. Programs are available to help victims and witnesses with transportation, day care services and scheduling of cases.
- In areas adjacent to the University, the Topeka Police and the Washburn Police provide law enforcement and crime prevention services.

Policies listed in this Handbook were current at the time of printing. For updated versions, please see websites listed.

SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, and STALKING

Policy on prevention programs and procedures

Washburn University prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, as well as sex discrimination, sexual harassment, and sexual violence of all types in its Non-Discrimination Policy. Sex discrimination and these crimes are prohibited in all educational opportunities including, but not limited to, admissions, recruitment, extracurricular programs and activities, counseling and testing, financial aid, health services, and employment. The policy applies to all University sponsored programs or activities, whether behavior occurs on or off campus if the conduct adversely impacts an individual's equal educational or employment opportunity on campus, or the conduct poses an imminent or continuing threat to the safety of the University community.

All individuals must be allowed to pursue their activities at the University free from sexual harassment, unwelcome sexual advances, sexual violence, and violent crimes. The University is committed to addressing these complaints and remedying a hostile environment.

Federal laws: Title IX prohibits discrimination on the basis of sex in education programs or activities. Sex discrimination includes sexual harassment; one form of sexual harassment is sexual violence. The Clery Act, through the Campus SaVE law (part of VAWA reauthorization), requires policies for Universities to respond to domestic violence, dating violence, sexual assault and stalking. Both laws are addressed in Washburn's Non-Discrimination policy.

The complete Non-Discrimination policy and regulations are found in the Washburn University Polices, Regulations and Procedures Manual (WUPRPM) in Section A:

<http://www.washburn.edu/statements-disclosures/equal-opportunity/index.html>

See also page [52] of this handbook for the policy and definitions.

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4
8	9	10	11
15	16 • Move-in Day	17 • WU Fest	18 • Casino Night
22 • Ichabod's Birthday	23 • Convocation	24 • Block Party	25 • Little Event
29	30 • Union Daze Ends	31 • VB @ Durant, Ok (Tournament)	

NOTES

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MONDAY

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TUESDAY

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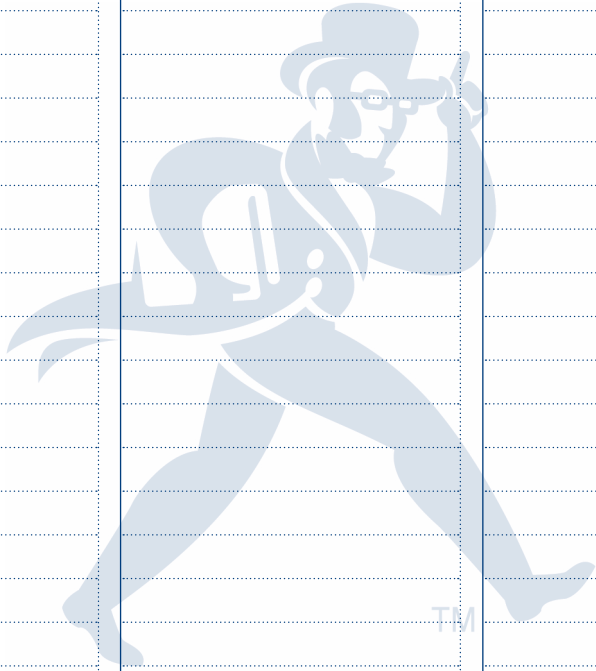
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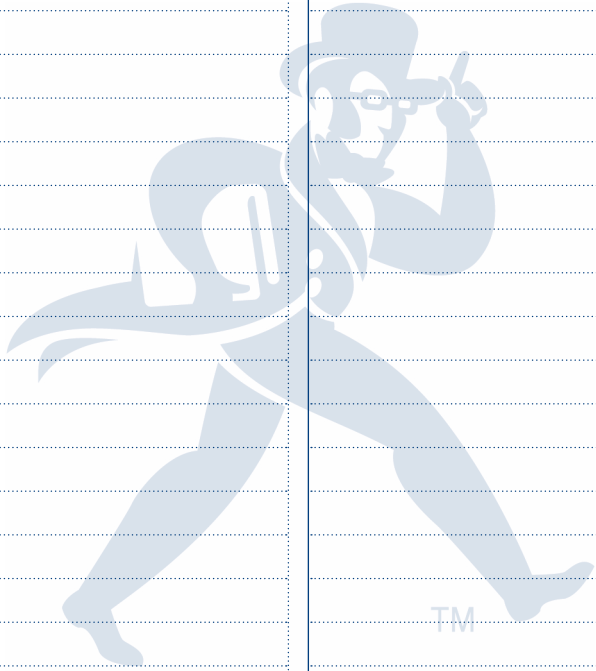
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MOTIVATIONAL QUOTE

You grow up the day you have your first real laugh—at yourself.

ETHEL BARRYMORE

SATURDAY / 11
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Blank space for Saturday activities.

SUNDAY / 12
AUG

Blank space for Sunday activities.

WEEKLY GOALS

Academic

Personal

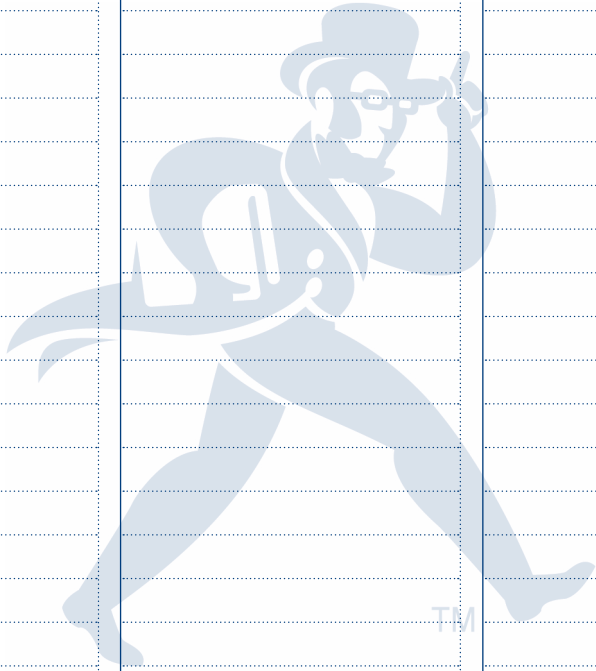
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WEDNESDAY / 15
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AUGUST

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MOTIVATIONAL QUOTE

What is a legacy? It's planting seeds in a garden that you'll never see.

LIN-MANUEL MIRANDA

SATURDAY / 18
AUG

• Casino Night

SUNDAY / 19
AUG

• Wayne Hoffman
• Sundaes on Sunday

WEEKLY GOALS

Academic	✓
Personal	

• Move-in Day
• Play Fair

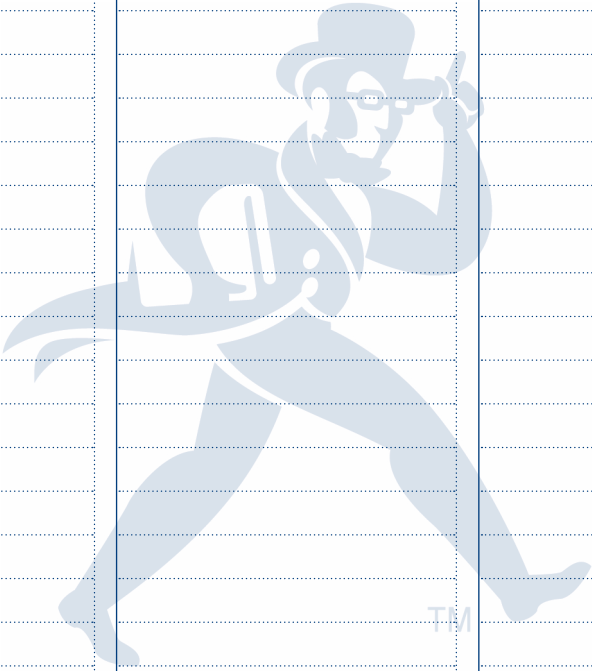
• WU Fest

2018 | AUGUST

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WEDNESDAY / 22
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<p>- Community Involvement Fair</p>	<p>- Perfect Party</p>	<p>- Ichabod's Birthday</p> <p>- Scorch on the Porch</p>

AUGUST

SEPTEMBER

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THURSDAY / **23**
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FRIDAY / **24**
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| <ul style="list-style-type: none"> • Convocation | <ul style="list-style-type: none"> • Block Party • WU Bash at the Pennant • VB vs DBU • VB vs CSU-Pueblo |
|---|--|

MOTIVATIONAL QUOTE

Learn from the mistakes of others. You can never live long enough to make them all yourself.

GROUCHO MARX

SATURDAY / **25**
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- Little Event
- Six Appeal
- VB @ UC
- VB vs SOSU

SUNDAY / **26**
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WEEKLY GOALS

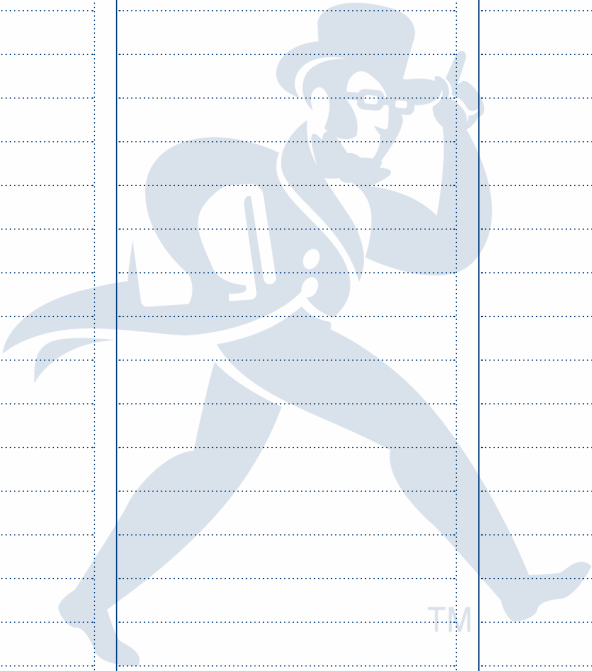
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Personal	

2018 | AUGUST

MONDAY / 27
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TUESDAY / 28
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WEDNESDAY / 29
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<ul style="list-style-type: none"> - SOS Meeting - Get the Scoop - Union Daze Begins 	<ul style="list-style-type: none"> - SOS Meeting - Market Daze - Union Open House 	

AUGUST

SEPTEMBER

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THURSDAY 30 AUG

FRIDAY 31 AUG

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- Union Daze Ends
- FB @ Lindenwood
- WSoc @ UIU

- VB @ Durant, Ok (Tournament)

MOTIVATIONAL QUOTE

If you hit the target every time it's too near or too big.

TOM HIRSHFIELD

SATURDAY 1 SEP

- VB @ Durant, Ok (Tournament)
- WSoc @ SWMSU

SUNDAY 2 SEP

WEEKLY GOALS

Academic	✓
Personal	

2018 | SEPTEMBER

THIS MONTH'S GOALS,
PROJECTS, IDEAS

SUNDAY	MONDAY	TUESDAY
2	3 <i>LABOR DAY</i>	4
9 <i>ROSH HASHANAH</i>	10 • Exploring Faith	11 <i>PATRIOT DAY, 2001 MUHARRAM</i> • PATRIOT DAY
16 • WSoc @ ESU	17	18 <i>YOM KIPPUR</i>
23 • WSoc vs UNK	24 • Exploring Faith: Questions for a Voodoo Priestess	25
30 • CAB Sporting KC Game		

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			<p>1 • VB @ Durant, Ok (Tournament)</p>
<p>5 • Bowtie Fair</p>	<p>6 • FB vs NWMSU</p>	<p>7 • VB @ Lubbock, TX (Tournament)</p>	<p>8 • WSoc vs OBU</p>
<p>12 • CAB Royals Game</p>	<p>13</p>	<p>14 • Leadership Social</p>	<p>15 • VB vs UNK</p>
<p>19 • iRead Lecture @ 7pm</p>	<p>20 • Grocery Bingo</p>	<p>21 • International Peace Day with WU-UNA</p>	<p>22 • Family Day</p>
<p>26 • Anchor Games with Delta Gamma</p>	<p>27 • Anchor Games with Delta Gamma</p>	<p>28 • Pie a DG</p>	<p>29 • Pancake Feed at DG</p>

NOTES

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MONDAY

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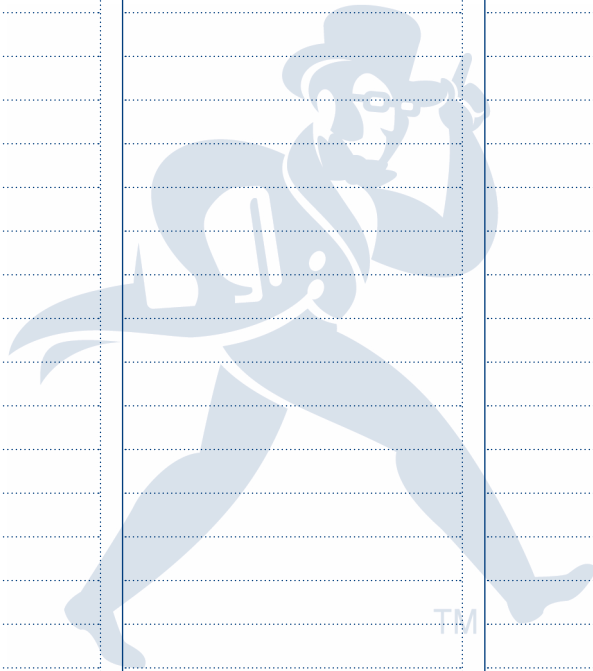
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• Bowtie Fair

THURSDAY **6**
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- FB vs NWMSU
- Sorority Recruitment - Begins
- WSoc @ WJU

- VB @ Lubbock, TX (Tournament)

SEPTEMBER

OCTOBER

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17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

MOTIVATIONAL QUOTE

People often say that motivation doesn't last. Well, neither does bathing—that's why we recommend it daily.

ZIG ZIGLAR

SATURDAY **8**
SEP

• WSoc vs OBU

SUNDAY **9**
SEP

ROSH HASHANAH

• Sorority Recruitment - Bid Day

WEEKLY GOALS

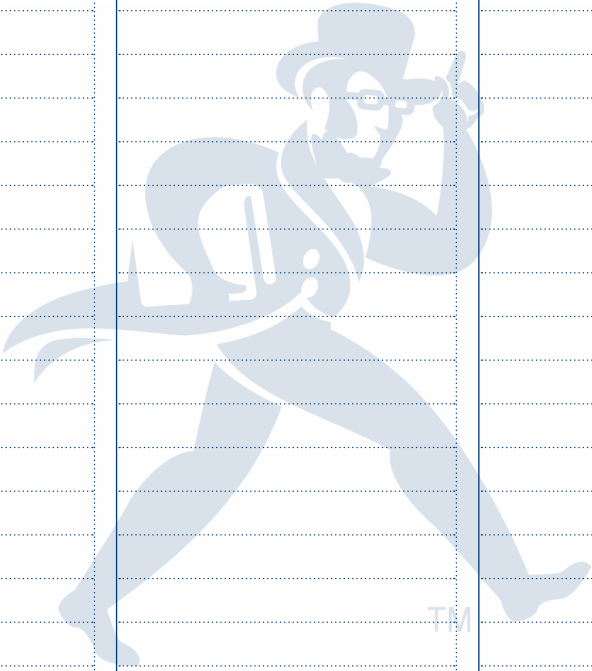
Academic	✓
Personal	



MONDAY / 10
SEP

TUESDAY / 11
SEP

WEDNESDAY / 12
SEP

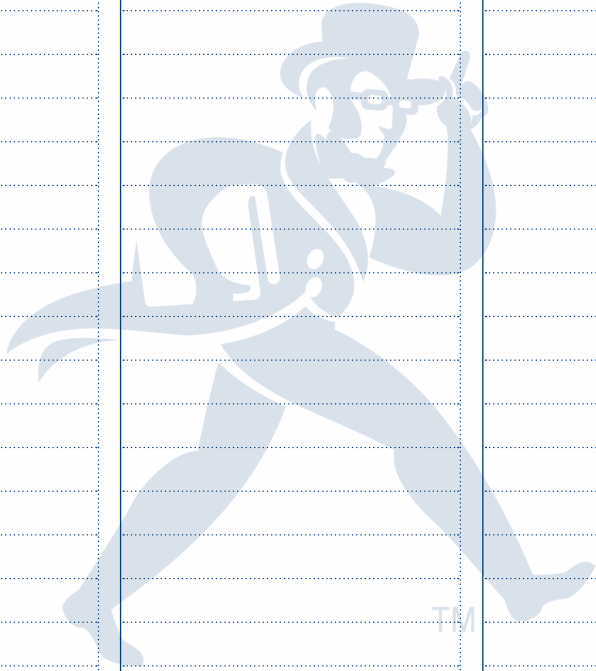
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<ul style="list-style-type: none"> - Exploring Faith - WICCA - Race and Social Justice Week - Begins 	<ul style="list-style-type: none"> - PATRIOT DAY 	<ul style="list-style-type: none"> - CAB Royals Game - Career Fair

MONDAY 17 SEP

TUESDAY 18 SEP

WEDNESDAY 19 SEP

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	- VB vs ESU	<ul style="list-style-type: none"> • iRead Lecture @ 7pm • Scorch on the Porch



THURSDAY / 20
SEP

FRIDAY / 21
SEP

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- Grocery Bingo
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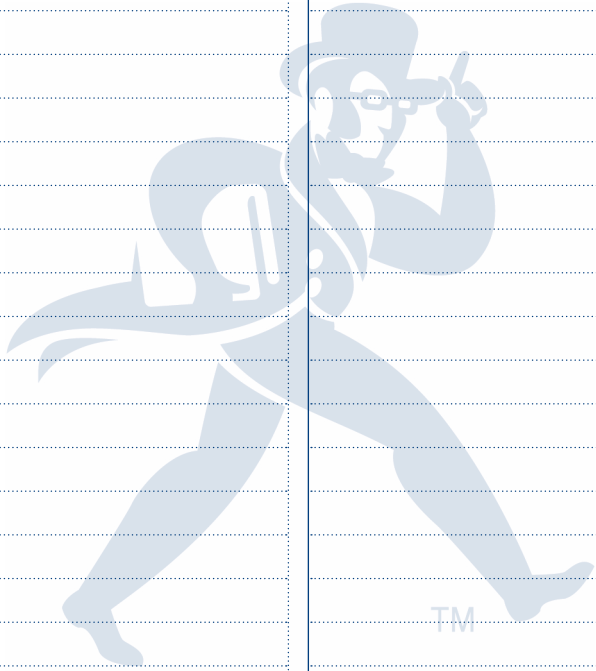
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- International Peace Day with WU-UNA
- WSoc vs FHSU
- VB @ Lindenwood



SEPTEMBER

OCTOBER

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MOTIVATIONAL QUOTE

It is amazing what you can accomplish if you do not care who gets the credit.

HARRY S. TRUMAN

SATURDAY / 22
SEP

- Family Day
- FB vs UCM
- VB @ UCM

SUNDAY / 23
SEP

- WSoc vs UNK
- WSoc vs UNK

WEEKLY GOALS

Academic

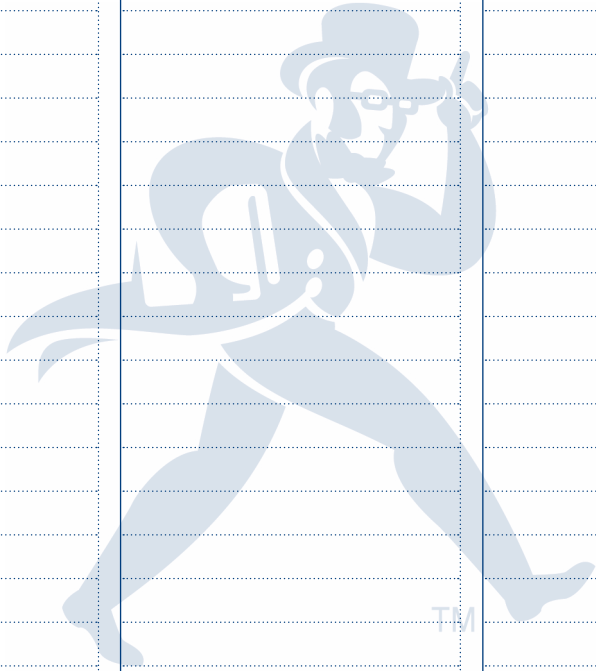
Personal

MONDAY / 24
SEP

TUESDAY / 25
SEP

WEDNESDAY / 26
SEP

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<ul style="list-style-type: none"> - Exploring Faith: Questions for a Voodoo Priestess - Desserts with DG 		<ul style="list-style-type: none"> - Anchor Games with Delta Gamma



THURSDAY 27
SEP

FRIDAY 28
SEP

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• Anchor Games with Delta Gamma

• Pie a DG
• WSoc @ NWMSU
• VB @ UCO

SEPTEMBER

OCTOBER

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MOTIVATIONAL QUOTE

Creativity comes from trust. Trust your instincts. And never hope more than you work.

RITA MAE BROWN

SATURDAY 29
SEP

- Pancake Feed at DG
- FB @ MWSU
- VB @ PSU

SUNDAY 30
SEP

- CAB Sporting KC Game
- WSoc @ MWSU

WEEKLY GOALS

Academic

Personal

SEP

2018 | OCTOBER

THIS MONTH'S GOALS,
PROJECTS, IDEAS

SUNDAY	MONDAY	TUESDAY
	1	2
7 • Soccer	8 <small>COLUMBUS DAY</small>	9 • Ichabod Race
14 • WSoc @ UCO	15	16 • Washburn Business Pitch Competition
21 • WSoc vs UCM	22 • Fall Break	23 • Fall Break
28 • WSoc @ FHSU	29 • Art For Thought - Halo De Los Muertos Art Exhibit (All Week)	30

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>3</p> <ul style="list-style-type: none"> • Sean Bott the Mentalist with CAB 	<p>4</p> <ul style="list-style-type: none"> • Zeta Tau Alpha's Big Man On Campus 	<p>5</p> <ul style="list-style-type: none"> • Ichabod Senior Day 	<p>6</p> <ul style="list-style-type: none"> • FB vs NESU
<p>10</p> <ul style="list-style-type: none"> • Open Mic Night at Mabee Library 	<p>11</p> <ul style="list-style-type: none"> • Yell Like Hell 	<p>12</p> <ul style="list-style-type: none"> • Alumni Night 	<p>13</p> <ul style="list-style-type: none"> • Homecoming Parade
<p>17</p>	<p>18</p> <ul style="list-style-type: none"> • CAB Bingo 	<p>19</p> <ul style="list-style-type: none"> • WSoc vs Lindenwood 	<p>20</p> <ul style="list-style-type: none"> • FB @ UCO
<p>24</p> <ul style="list-style-type: none"> • UN Day with WU-UNA 	<p>25</p>	<p>26</p> <ul style="list-style-type: none"> • VB vs Lindenwood 	<p>27</p> <ul style="list-style-type: none"> • FB vs ESU
<p>31</p> <ul style="list-style-type: none"> • HallWUween 	<p style="text-align: center;"><i>HALLOWEEN</i></p>		

NOTES

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2018 | OCTOBER

MONDAY

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TUESDAY

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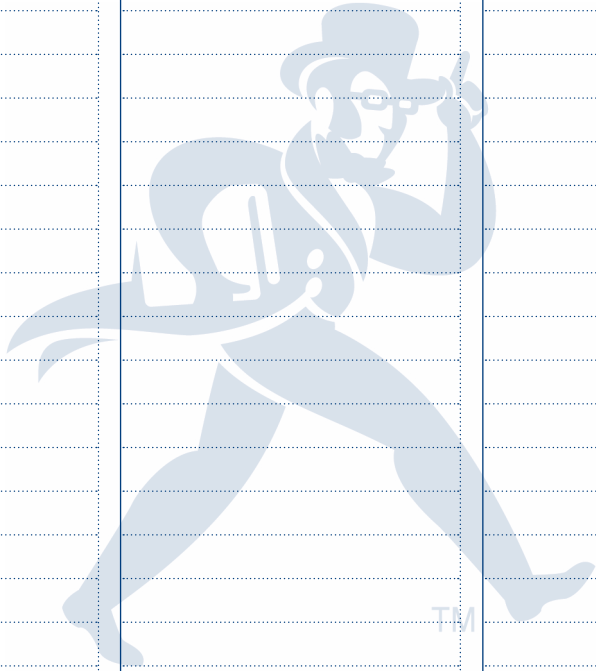
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WEDNESDAY

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		• Sean Bott the Mentalist with CAB



THURSDAY / 4
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FRIDAY / 5
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• Zeta Tau Alpha's Big Man On Campus

• Ichabod Senior Day
• WSoc vs SWBU
• VB @ MSSU

OCTOBER

NOVEMBER

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MOTIVATIONAL QUOTE

He who laughs, lasts.
MARY P. POOLE

SATURDAY / 6
OCT

• FB vs NESU
• VB @ SWBU

SUNDAY / 7
OCT

• Soccer
• WSoc vs MSSU

WEEKLY GOALS

Academic	
Personal	

OCT

2018 | OCTOBER

MONDAY / 8
OCT

TUESDAY / 9
OCT

WEDNESDAY / 10
OCT

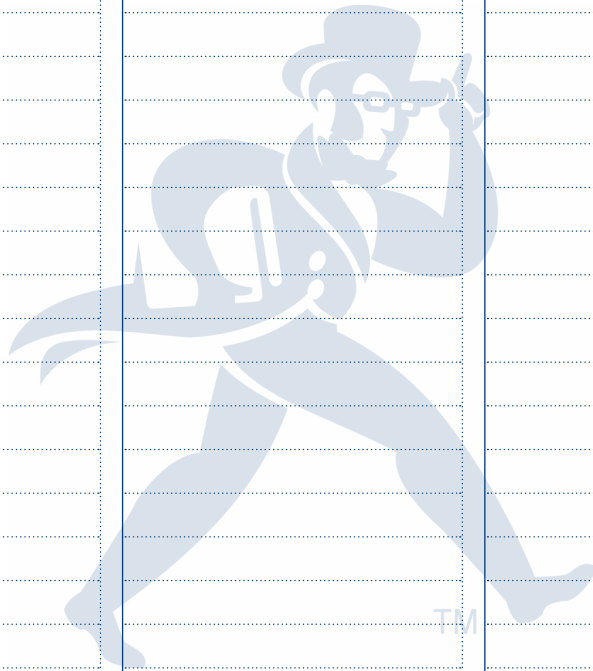
COLUMBUS DAY

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- Homecoming Ball

- Ichabod Race

- Open Mic Night at Mabee Library
- Scorch on the Porch



THURSDAY 11 OCT

FRIDAY 12 OCT

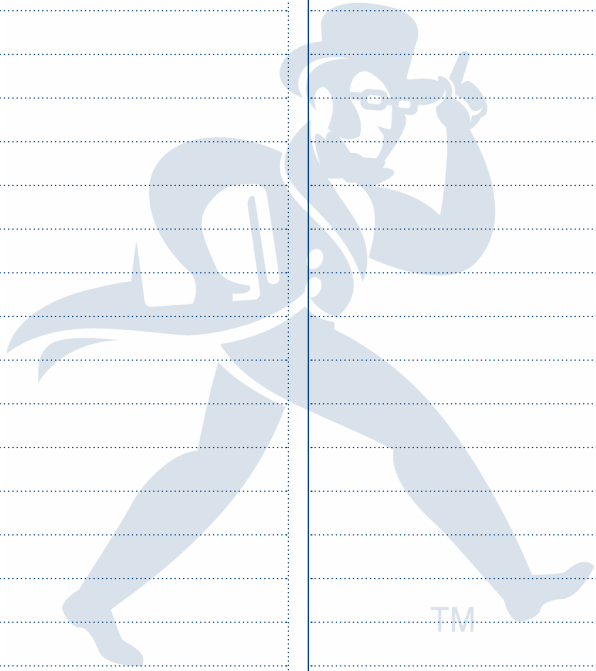
OCTOBER

NOVEMBER

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MOTIVATIONAL QUOTE

The highest compliment you can pay me is to say the I work hard every day, that I never dog it.

WAYNE GRETZKY

SATURDAY 13 OCT

- Homecoming Parade
- FB vs MSSU
- VB vs NWMSU

SUNDAY 14 OCT

- WSoc @ UCO

WEEKLY GOALS

Academic	
Personal	

- | | |
|--|---|
| <ul style="list-style-type: none"> • Yell Like Hell | <ul style="list-style-type: none"> • Alumni Night • VB vs MWSU • WSoc @ NWSU |
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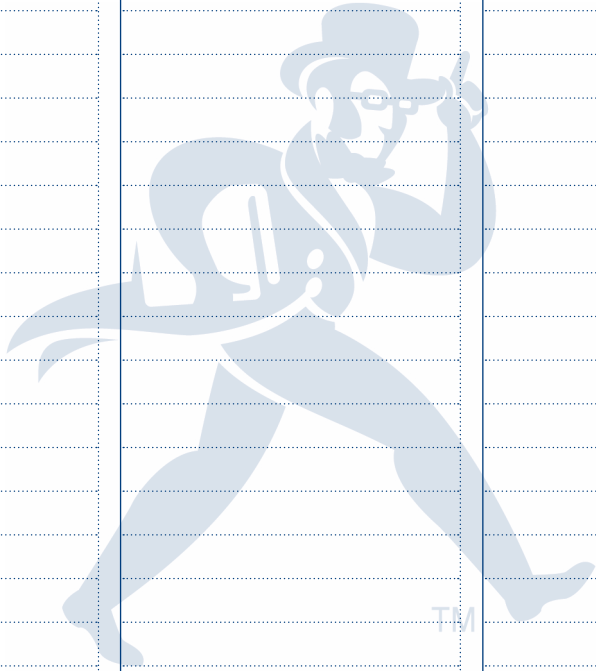
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MONDAY / 15
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TUESDAY / 16
OCT

WEDNESDAY / 17
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	<ul style="list-style-type: none">- Washburn Business Pitch Competition- Coffee Talks - World Food Day- VB @ ESU	



THURSDAY 18 OCT

FRIDAY 19 OCT

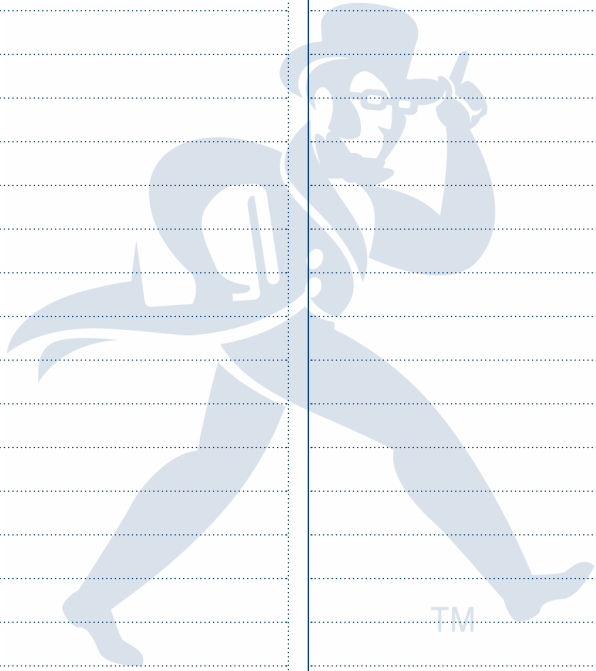
OCTOBER

NOVEMBER

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MOTIVATIONAL QUOTE

To succeed today, you have to set priorities; decide what you stand for.

LEE IACOCCA

SATURDAY 20 OCT

- FB @ UCO
- VB @ UNK

SUNDAY 21 OCT

- WSoc vs UCM

WEEKLY GOALS

Academic

Personal

- CAB Bingo
- Without Violence Open Mic
- Leadership Social
- ZTA Bright Pink

- WSoc vs Lindenwood
- VB @ FHSU

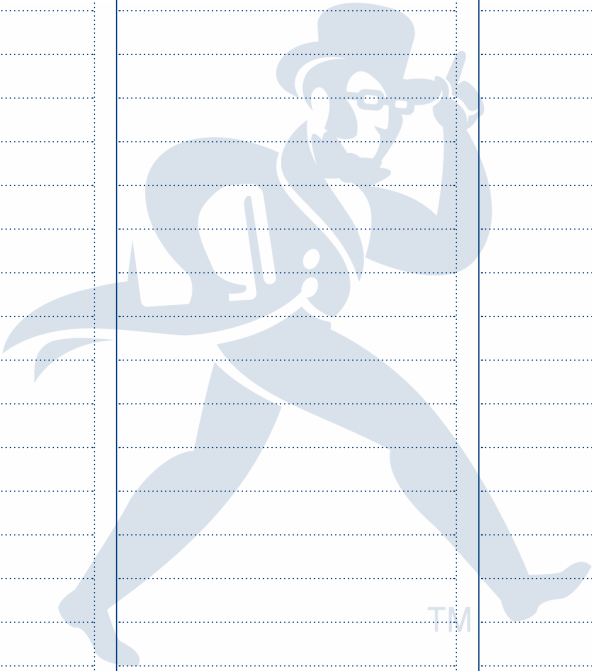
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2018 | OCTOBER

MONDAY / 22
OCT

TUESDAY / 23
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WEDNESDAY / 24
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<p>• Fall Break</p>	<p>• Fall Break</p> <p>• Transfer Day</p>	<p>• UN Day with WU-UNA</p>

THURSDAY 25 OCT

FRIDAY 26 OCT

OCTOBER

NOVEMBER

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MOTIVATIONAL QUOTE

Give me a stock clerk with a goal and I'll give you a man who will make history. Give me a man with no goals and I'll give you a stock clerk.

J.C. PENNEY

SATURDAY 27 OCT

- FB vs ESU
- VB vs UCM

SUNDAY 28 OCT

- WSoc @ FHSU

WEEKLY GOALS

Academic

Personal

- VB vs Lindenwood
- WSoc vs ESU

OCT

2018 | NOVEMBER

THIS MONTH'S GOALS, PROJECTS, IDEAS	SUNDAY	MONDAY	TUESDAY
	4	5 • Art For Thought - Veteran's Art Exhibit (All Week)	6 • VB Playoffs
	11 <small>VETERANS DAY</small>	12	13
	18	19	20
	25	26	27

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 • Ichabod Senior Day	3 • VB vs PSU
7 <i>DIWALI</i>	8	9 • Veterans Day Service & Celebration	10 • Celebrations of Culture
14	15 • Thanksgiving Gourmet Buffett	16 • Ichabod Senior Day	17 • Kappa Sigma's Military Heroes Gala
21 • Thanksgiving Break	22 <i>THANKSGIVING DAY</i> • Thanksgiving Break	23 • Thanksgiving Break	24 • FB Playoffs
28	29 • Kuehne Bell Tower Lighting	30 • Multicultural Day	

NOV

NOTES

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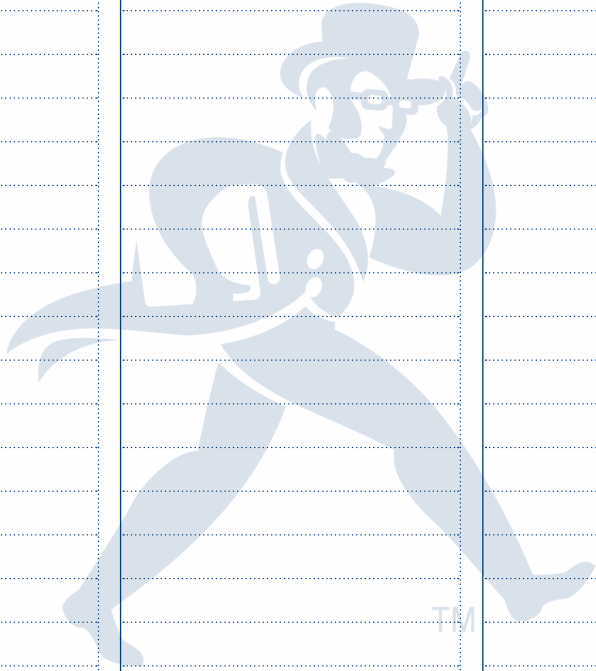
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MONDAY / 29
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TUESDAY / 30
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WEDNESDAY / 31
OCT

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- Art For Thought - Halo De Los Muertos Art Exhibit (All Week)		- HallWUween

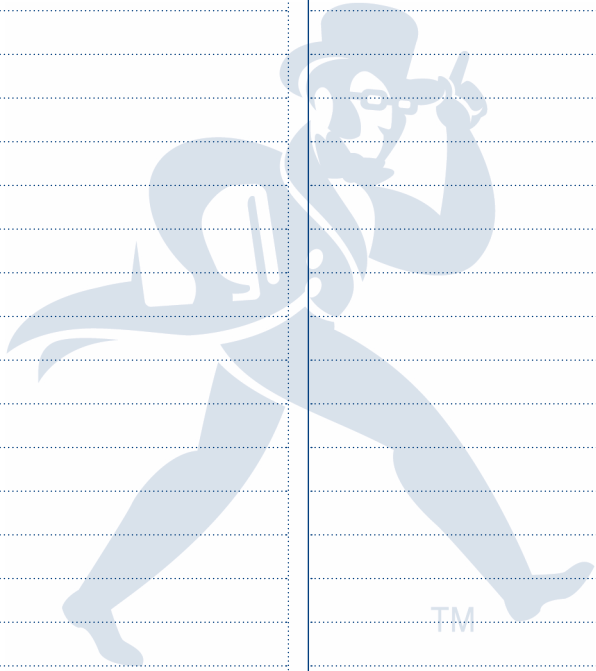


THURSDAY 1
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FRIDAY 2
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TM

• Ichabod Senior Day
• VB vs UCO

NOVEMBER

DECEMBER

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MOTIVATIONAL QUOTE

The main thing is keeping the main thing the main thing.

GERMAN PROVERB

SATURDAY 3
NOV

- VB vs PSU
- FB @ PSU

SUNDAY 4
NOV

WEEKLY GOALS

Academic	<p>8:00 8:30 9:00 9:30 10:00</p>
Personal	<p>8:00 8:30 9:00 9:30 10:00</p>

NOV

2018 | NOVEMBER

MONDAY

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NOV

TUESDAY

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NOV

WEDNESDAY

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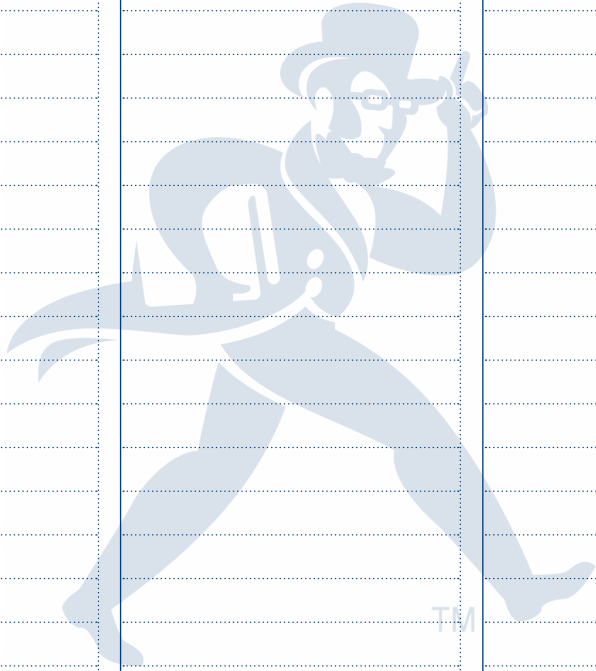
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- Art For Thought - Veteran's Art Exhibit (All Week)

- VB Playoffs



THURSDAY 8
NOV

FRIDAY 9
NOV

NOVEMBER

DECEMBER

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MOTIVATIONAL QUOTE

If you don't run your own life, somebody else will.

JOHN ATKINSON

SATURDAY 10
NOV

- Celebrations of Culture
- FB vs UNK (Senior Night)
- VB Playoffs

SUNDAY 11
NOV

VETERANS DAY

WEEKLY GOALS

Academic

Personal

- Veterans Day Service & Celebration
- VB Playoffs

NOV

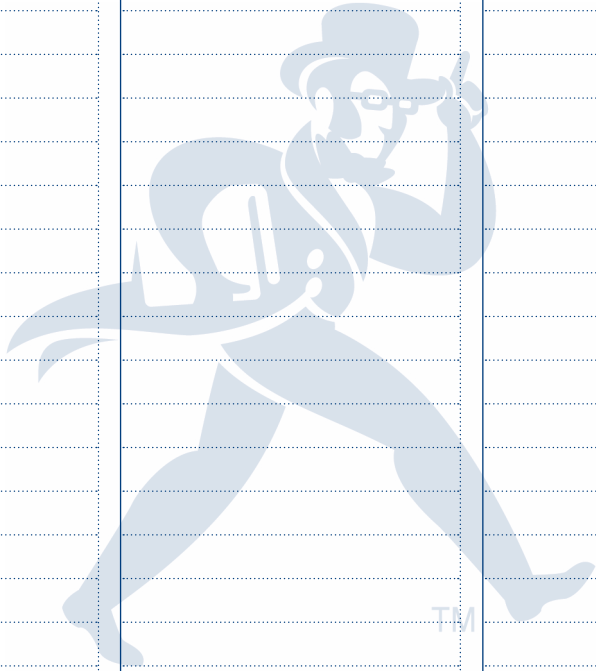
2018 | NOVEMBER

MONDAY / 12
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TUESDAY / 13
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WEDNESDAY / 14
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THURSDAY / 15
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FRIDAY / 16
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<ul style="list-style-type: none"> • Thanksgiving Gourmet Buffett 	<ul style="list-style-type: none"> • Ichabod Senior Day
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NOVEMBER

DECEMBER

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19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

MOTIVATIONAL QUOTE

*Vision without action is daydream.
Action without vision is nightmare.*

JAPANESE PROVERB

SATURDAY / 17
NOV

<ul style="list-style-type: none"> • Kappa Sigma's Military Heroes Gala • FB Playoffs

SUNDAY / 18
NOV

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WEEKLY GOALS

Academic	↓
Personal	↓

NOV

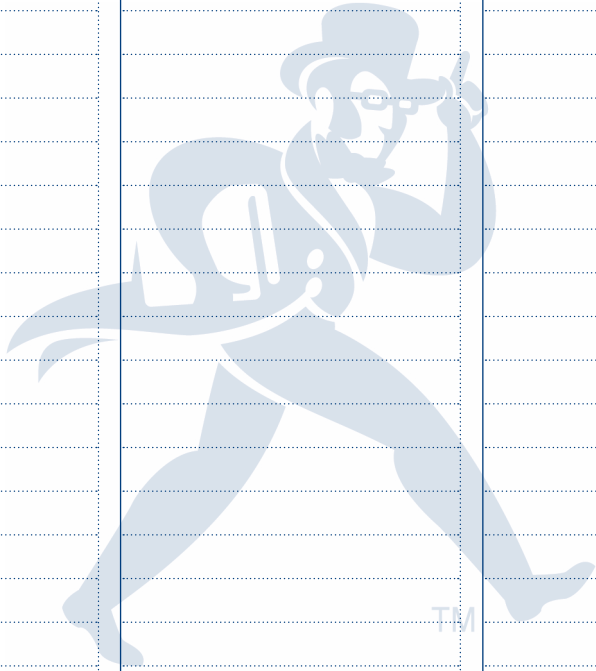
2018 | NOVEMBER

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WEDNESDAY / 21
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		• Thanksgiving Break



THURSDAY / 22
NOV

FRIDAY / 23
NOV

THANKSGIVING DAY

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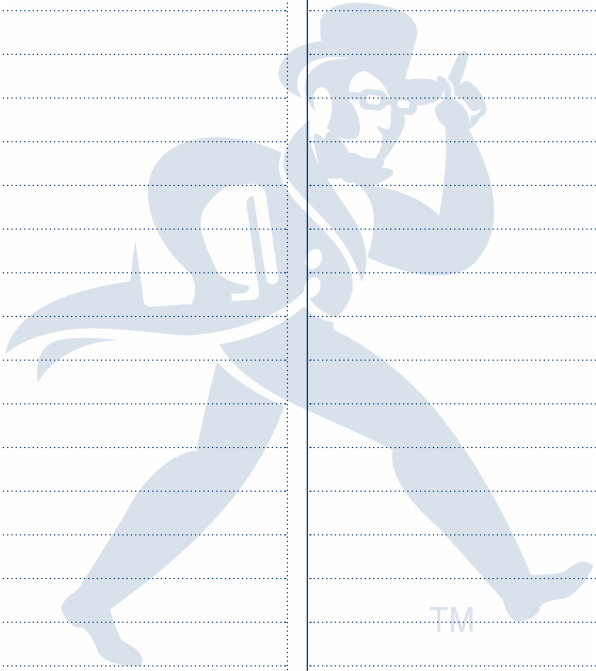
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- Thanksgiving Break

- Thanksgiving Break

NOVEMBER

DECEMBER

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26	27	28	29	30			24	25	26	27	28	29	30
													31

MOTIVATIONAL QUOTE

You can't have everything. Where would you put it?

STEVEN WRIGHT

SATURDAY / 24
NOV

- FB Playoffs

SUNDAY / 25
NOV

WEEKLY GOALS

Academic

Personal

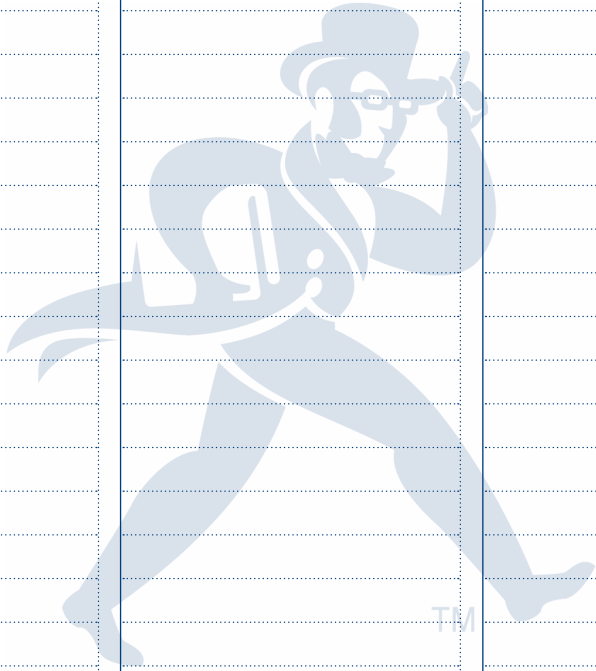
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MONDAY / 26
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TUESDAY / 27
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WEDNESDAY / 28
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THURSDAY / 29 NOV

FRIDAY / 30 NOV

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- Multicultural Day

NOVEMBER

DECEMBER

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26	27	28	29	30			24	25	26	27	28	29	30
							31						

MOTIVATIONAL QUOTE

Be miserable. Or motivate yourself. Whatever has to be done, it's always your choice.

WAYNE DYER

SATURDAY / 1 DEC

Blank space for Saturday activities.

SUNDAY / 2 DEC

HANUKKAH

Blank space for Sunday activities.

WEEKLY GOALS

Academic

Personal

Blank space for weekly goals.

NOV

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1
5	6	7 • End of Classes	8
12	13	14 • Graduation	15 • Christmas Break Begins
19	20	21	22
26 <i>KWANZAA</i>	27	28	29

NOTES

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2018 | DECEMBER

MONDAY

3

DEC

TUESDAY

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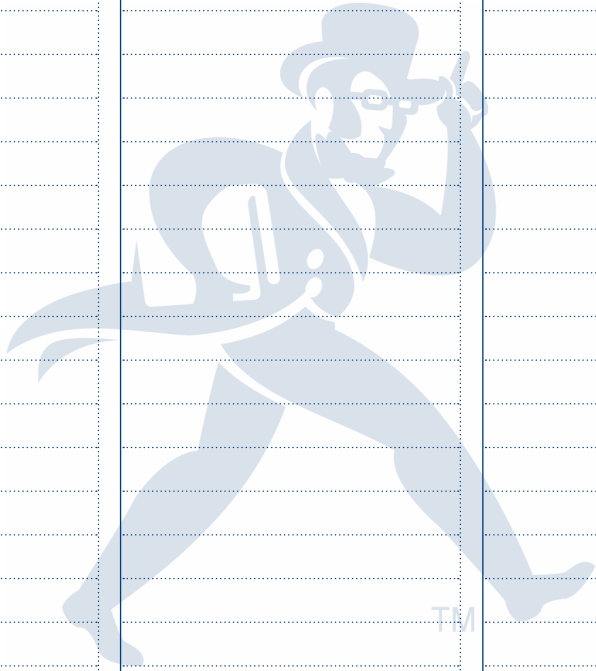
DEC

WEDNESDAY

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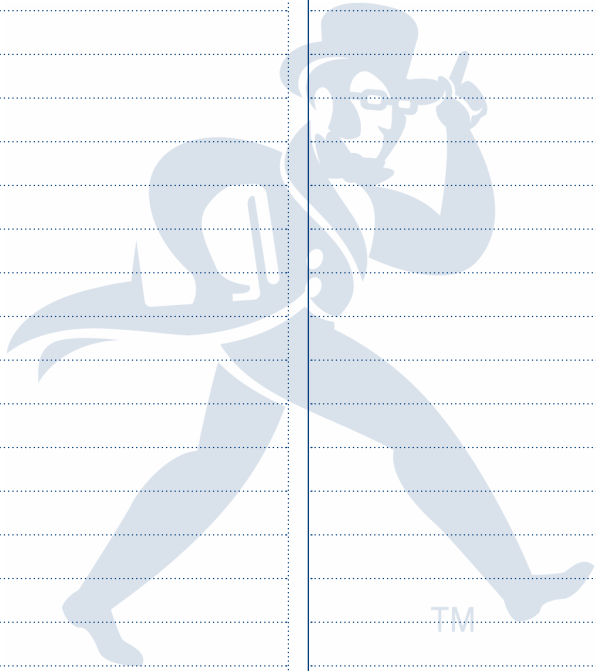
- Memorial Union's Birthday
- Start of Success Week

THURSDAY / **6**
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FRIDAY / **7**
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TM

- End of Classes

DECEMBER

JANUARY

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24	25	26	27	28	29	30	28	29	30	31			
						31							

MOTIVATIONAL QUOTE

When you reach for the stars, you may not quite get them, but you won't come up with a handful of mud either.

LEO BURNETT

SATURDAY / **8**
DEC

Blank space for Saturday notes.

SUNDAY / **9**
DEC

Blank space for Sunday notes.

WEEKLY GOALS

Academic

Personal

Grid for tracking weekly goals.

DEC

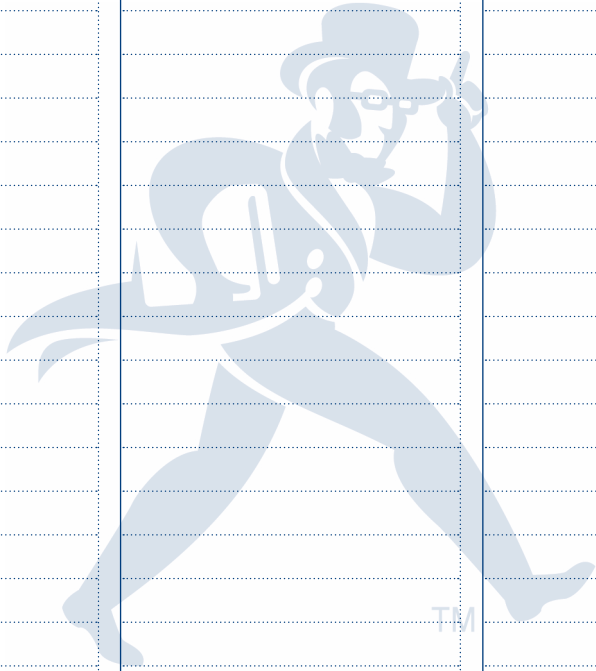
2018 | DECEMBER

MONDAY / 10
DEC

TUESDAY / 11
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WEDNESDAY / 12
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- Finals Begin	- Multi-Cultural Celebration	

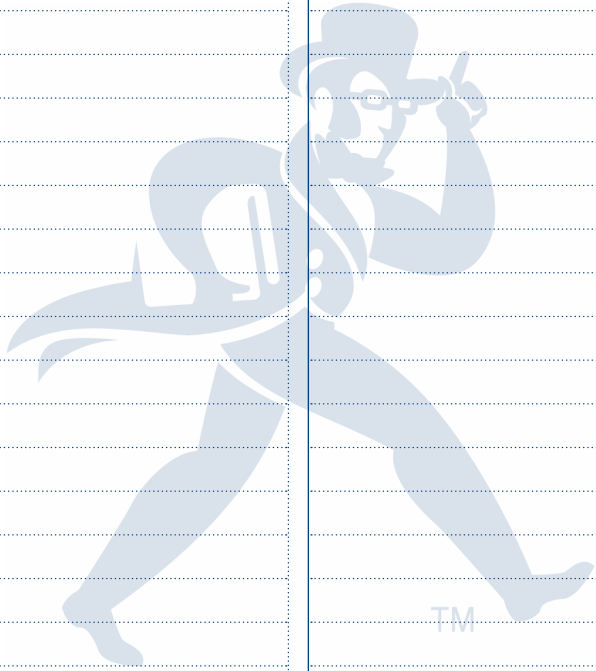


THURSDAY / 13
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FRIDAY / 14
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TM

• Graduation
• End of Finals

DECEMBER

JANUARY

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24	25	26	27	28	29	30	28	29	30	31			
						31							

MOTIVATIONAL QUOTE

Success comes in cans, failures in can'ts.

ANONYMOUS

SATURDAY / 15
DEC

• Christmas Break Begins

SUNDAY / 16
DEC

WEEKLY GOALS

Academic

Personal

DEC

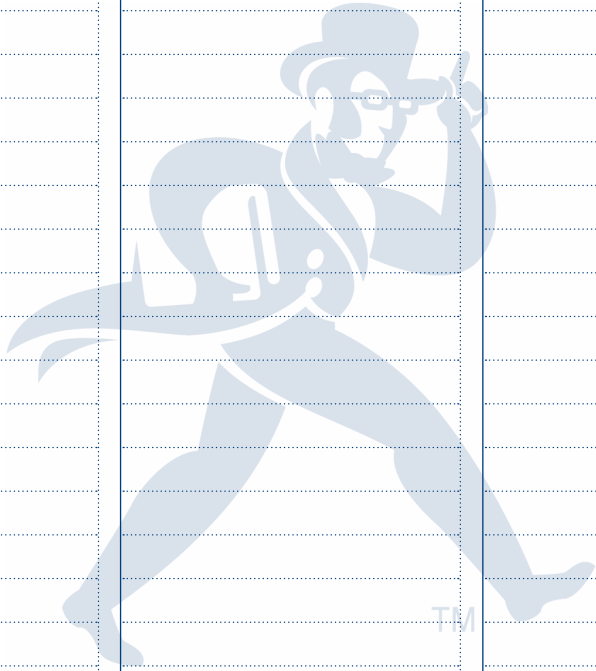
2018 | DECEMBER

MONDAY 17
DEC

TUESDAY 18
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WEDNESDAY 19
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THURSDAY / 20
DEC

FRIDAY / 21
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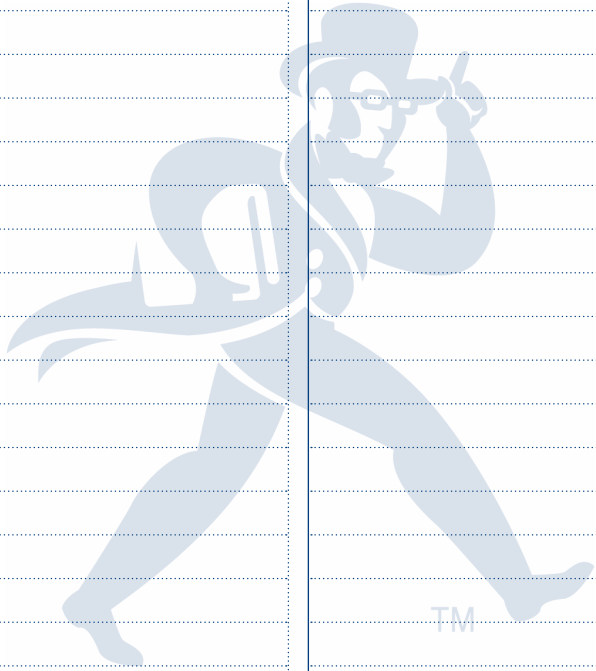
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DECEMBER

JANUARY

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24	25	26	27	28	29	30	28	29	30	31			
						31							

MOTIVATIONAL QUOTE

If you don't know where you are going, you might wind up someplace else.

YOGI BERRA

SATURDAY / 22
DEC

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SUNDAY / 23
DEC

Blank space for Sunday notes.

WEEKLY GOALS

Academic

Personal

DEC

2018 | DECEMBER

MONDAY / 24
DEC

TUESDAY / 25
DEC

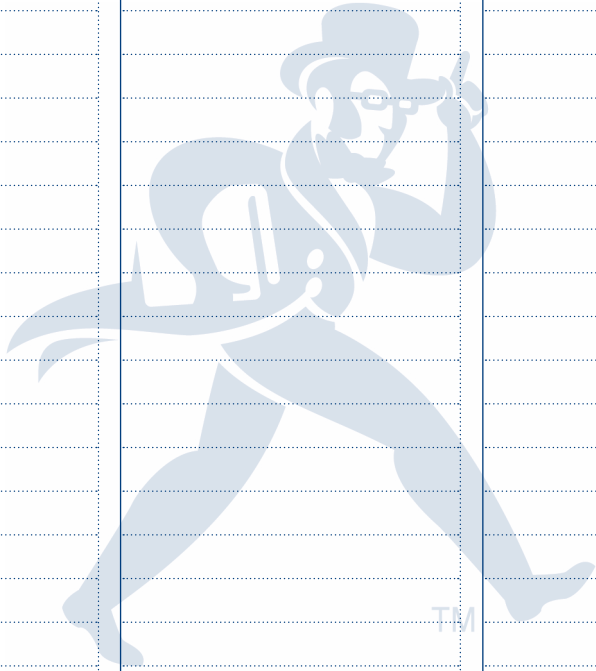
WEDNESDAY / 26
DEC

CHRISTMAS EVE

CHRISTMAS

KWANZAA

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THURSDAY 27
DEC

FRIDAY 28
DEC

DECEMBER

JANUARY

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24	25	26	27	28	29	30	28	29	30	31			
						31							

MOTIVATIONAL QUOTE

Opportunity is missed by most people because it is dressed in overalls and looks like work.

THOMAS EDISON

SATURDAY 29
DEC

SUNDAY 30
DEC

WEEKLY GOALS

Academic		↑
Personal		

DEC

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2	3	4	5
9	10	11	12
16	17	18	19
23	24	25 • Ichabod Senior Day	26
30	31		

JAN

NOTES

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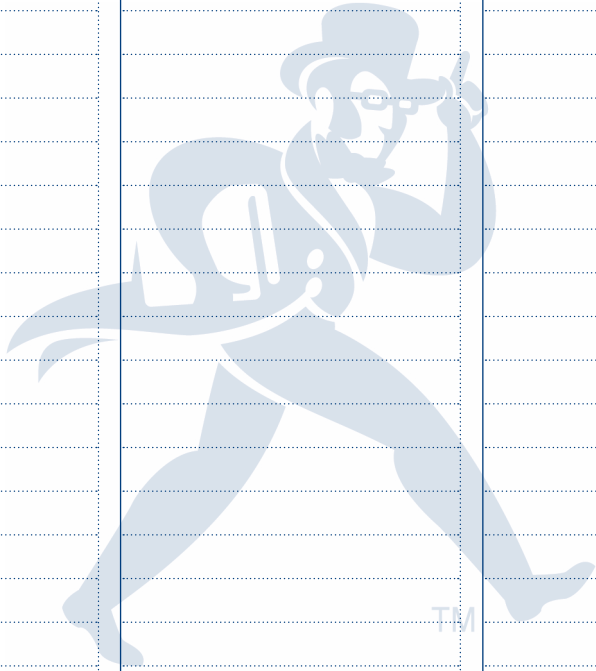
2019 | JANUARY

MONDAY **31**
DEC

TUESDAY **1**
JAN

WEDNESDAY **2**
JAN

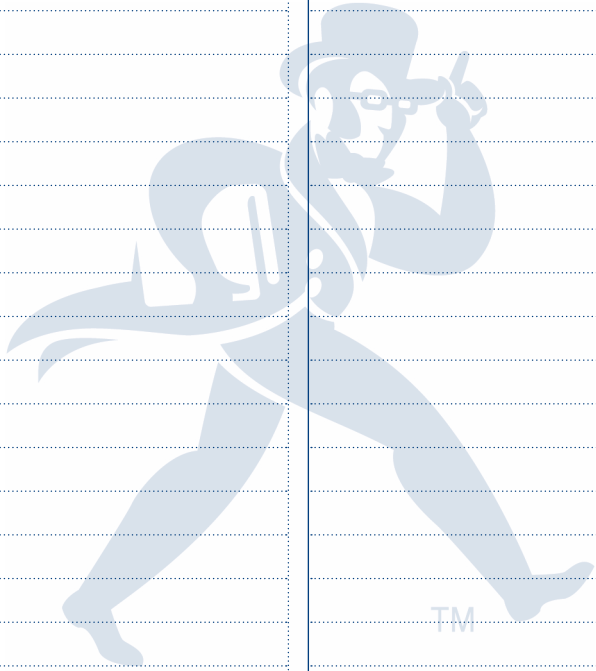
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THURSDAY 3
JAN

FRIDAY 4
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JANUARY

FEBRUARY

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18	19	20	21	22	23	24
25	26	27	28			

MOTIVATIONAL QUOTE

The secret of happiness is not in doing what one likes, but in liking what one does.

JAMES M. BARRIE

SATURDAY 5
JAN

SUNDAY 6
JAN

WEEKLY GOALS

Academic	
Personal	

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MONDAY

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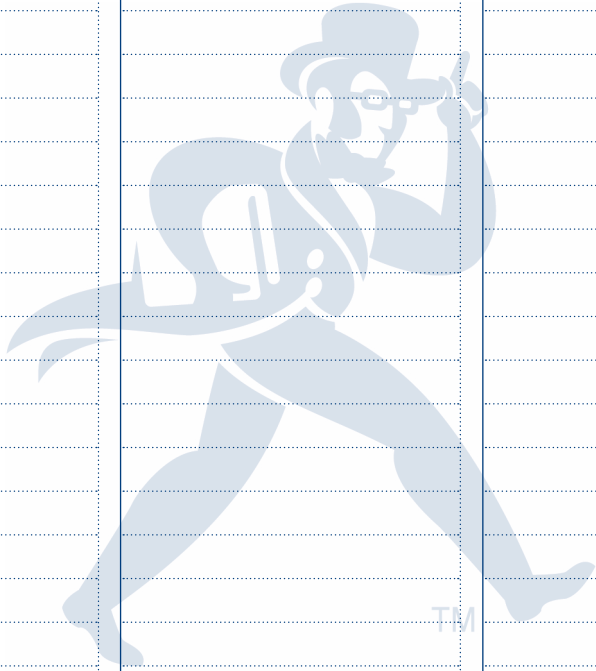
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WEDNESDAY

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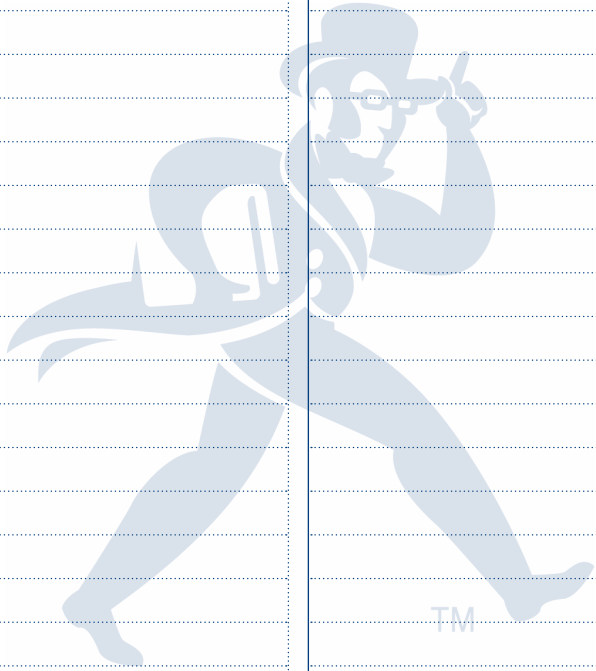
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THURSDAY / **10**
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FRIDAY / **11**
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JANUARY

FEBRUARY

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MOTIVATIONAL QUOTE

If you try to fail, and succeed, which have you done?

GEORGE CARLIN

SATURDAY / **12**
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WEEKLY GOALS

Academic

Personal

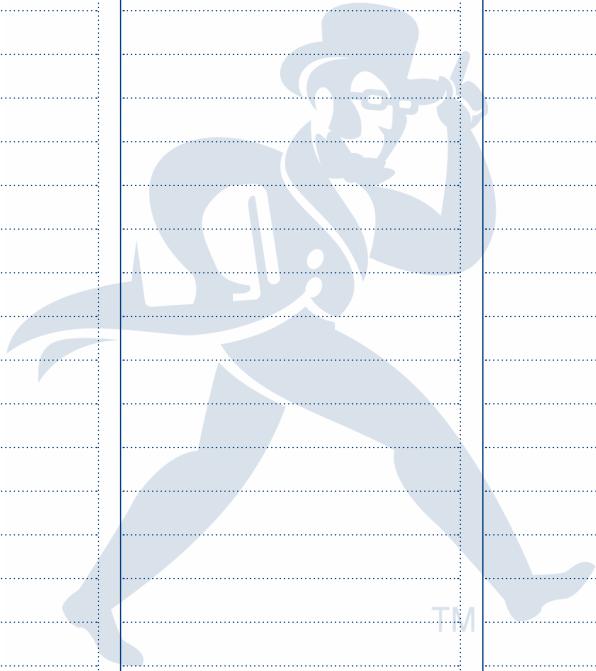
2019 | JANUARY

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2019 | JANUARY

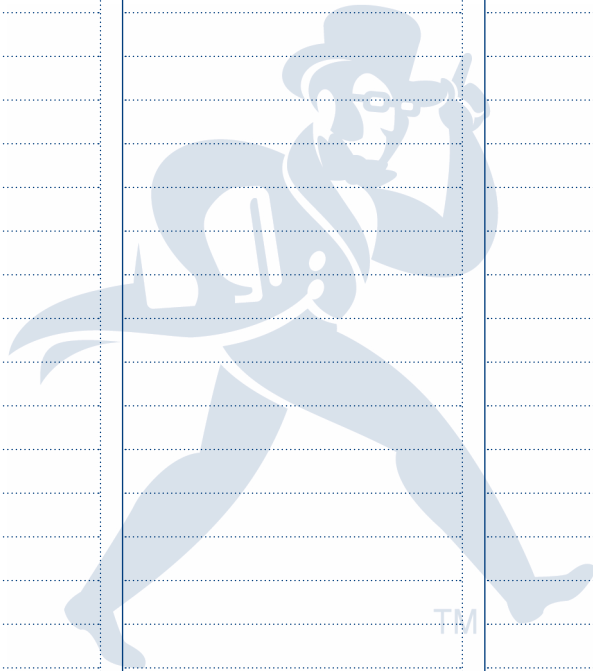
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THURSDAY / 24
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FRIDAY / 25
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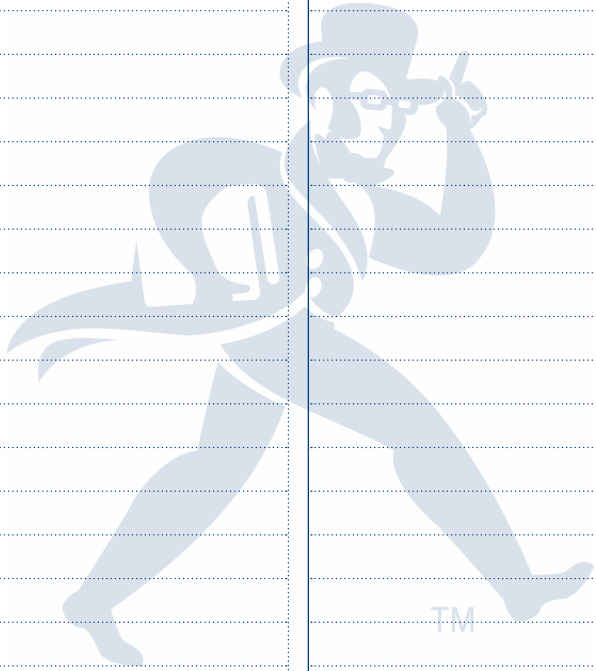
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- Ichabod Senior Day

JANUARY

FEBRUARY

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MOTIVATIONAL QUOTE

It is our choices that show what we truly are, far more than our abilities.

J.K. ROWLING

SATURDAY / 26
JAN

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SUNDAY / 27
JAN

Blank space for Sunday activities.

WEEKLY GOALS

Academic

Personal

Blank space for weekly goals.

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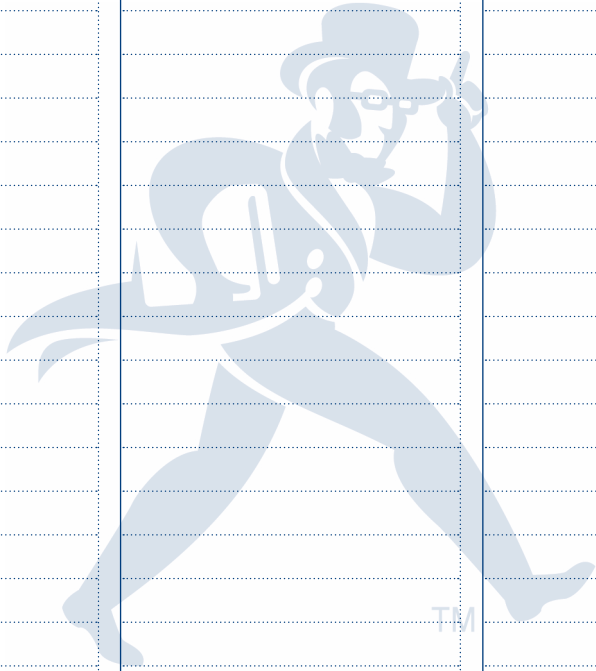
2019 | JANUARY

MONDAY / 28
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TUESDAY / 29
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WEDNESDAY / 30
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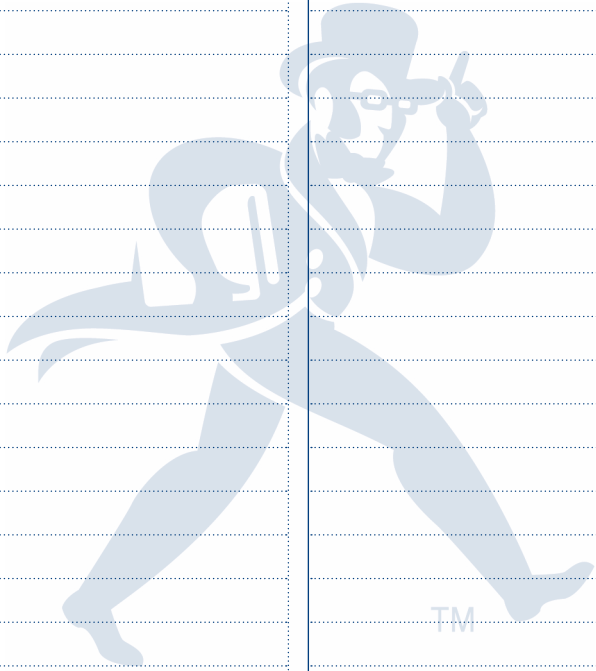
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JANUARY

FEBRUARY

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MOTIVATIONAL QUOTE

Great spirits have always encountered violent opposition from mediocre minds.

ALBERT EINSTEIN

SATURDAY 2
FEB

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SUNDAY 3
FEB

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WEEKLY GOALS

Academic

Personal

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JAN

2019 | FEBRUARY

THIS MONTH'S GOALS, PROJECTS, IDEAS	SUNDAY	MONDAY	TUESDAY
3	4	5	
10	11	12	
17	18 • Ichabod Junior Day • PRESIDENTS' DAY	19 <i>PRESIDENTS' DAY</i>	
24	25	26 • Who's Who Reception	

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2
6 • Bowtie Fair	7	8 • It's a Greek Thing Step Show	9
13 • Career Fair	14 <i>VALENTINE'S DAY</i> • VALENTINE'S DAY	15	16
20	21	22	23
27	28 • Transfer Day		

FEB

NOTES

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2019 | FEBRUARY

MONDAY

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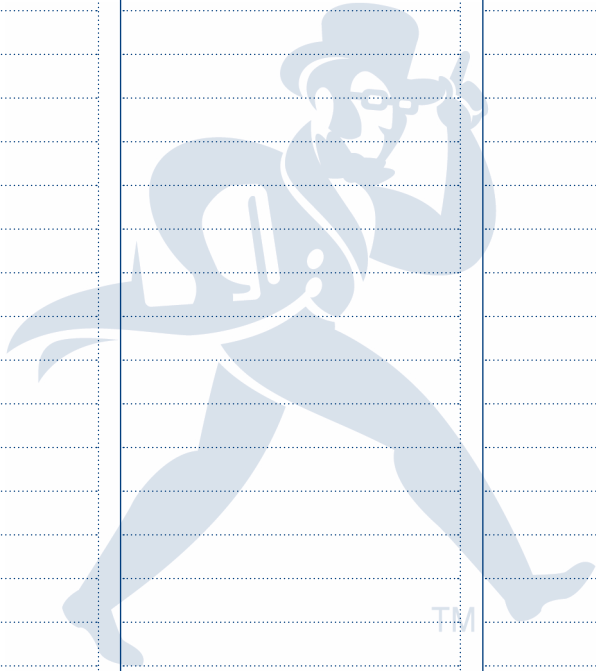
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WEDNESDAY

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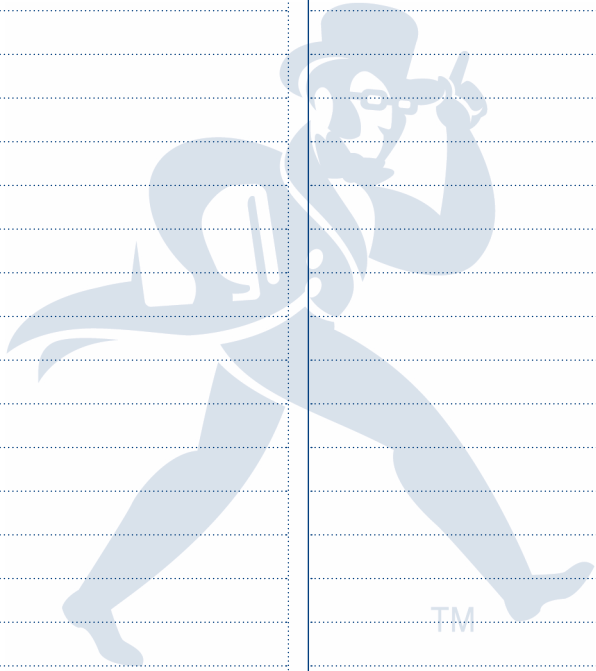
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		• Bowtie Fair



THURSDAY 7 FEB

FRIDAY 8 FEB

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FEBRUARY

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MOTIVATIONAL QUOTE

A diamond is merely a lump of coal that did well under pressure.

ANONYMOUS

SATURDAY 9 FEB

SUNDAY 10 FEB

FEB

WEEKLY GOALS

Academic	
Personal	

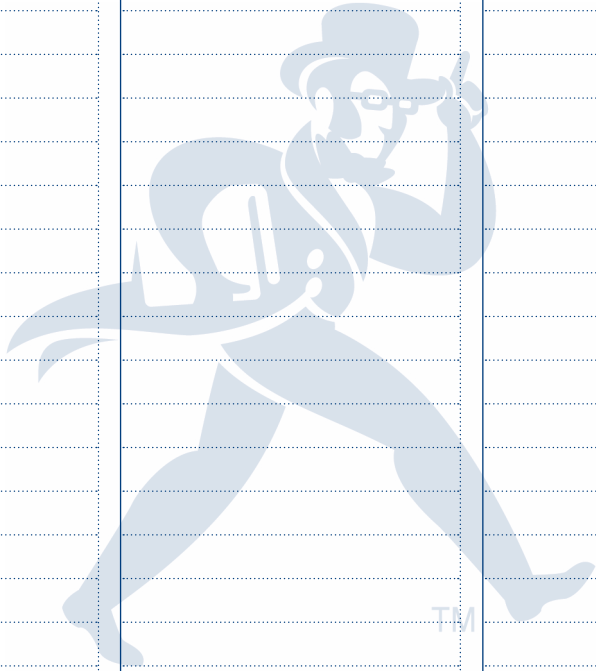
• It's a Greek Thing Step Show

MONDAY / 11
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TUESDAY / 12
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WEDNESDAY / 13
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		• Career Fair



THURSDAY / 14
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FRIDAY / 15
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FEBRUARY

MARCH

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VALENTINE'S DAY

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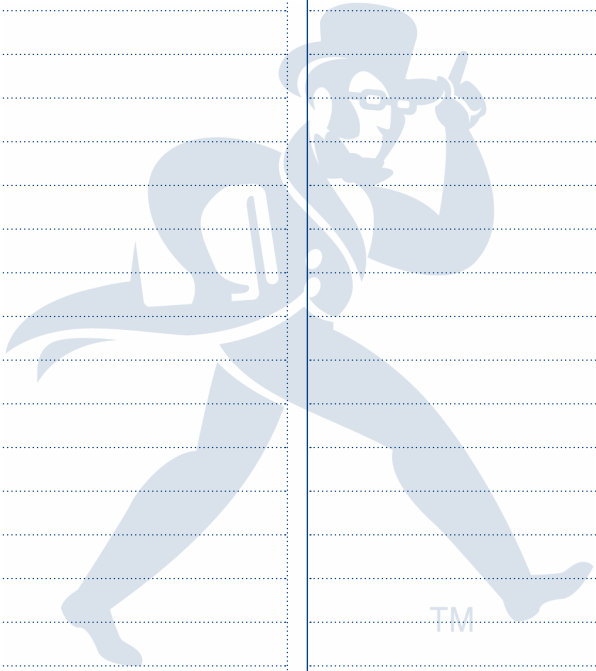
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MOTIVATIONAL QUOTE

Even if you are on the right track, you'll get run over if you just sit there.

WILL ROGERS

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SUNDAY / 17
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WEEKLY GOALS

Academic

Personal

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VALENTINE'S DAY

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2019 | FEBRUARY

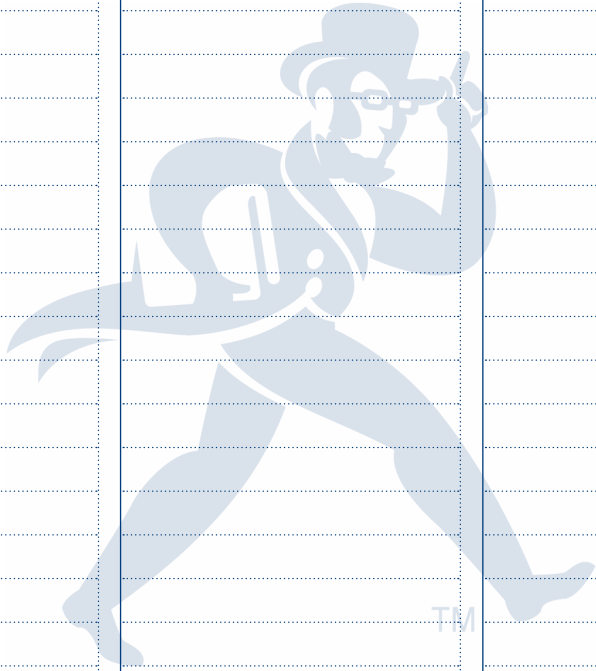
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PRESIDENTS' DAY

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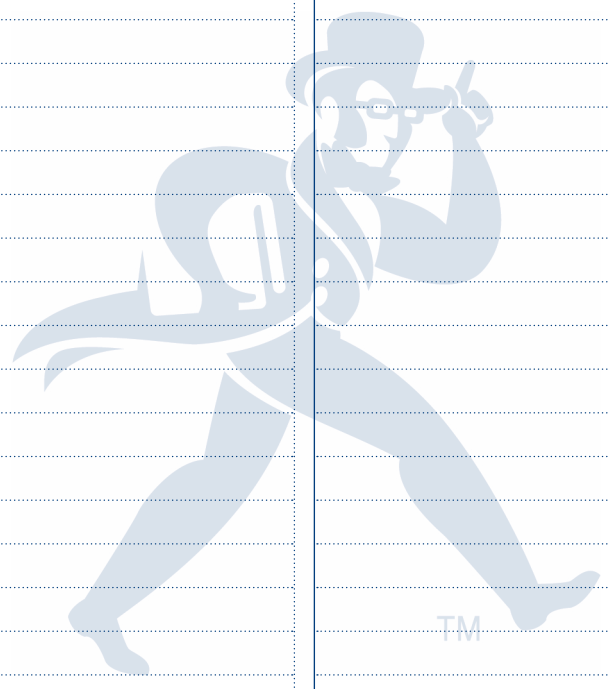


• Ichabod Junior Day
• PRESIDENTS' DAY

THURSDAY / 21
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FRIDAY / 22
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FEBRUARY

MARCH

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25	26	27	28				25	26	27	28	29	30	31

MOTIVATIONAL QUOTE

Your present circumstances don't determine where you can go; they merely determine where you start.

NIDO QUBEIN

SATURDAY / 23
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WEEKLY GOALS

Academic	
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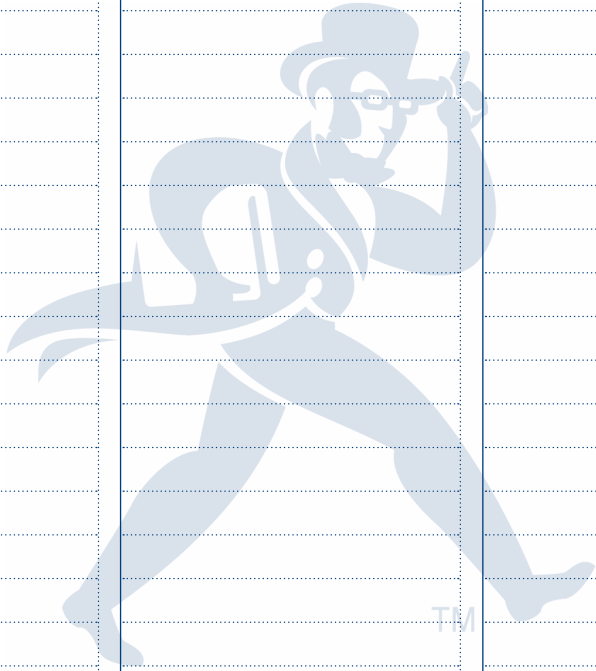
2019 | FEBRUARY

MONDAY / 25
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	- Who's Who Reception	



FEBRUARY

MARCH

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- Transfer Day
- Leadership Challenge Event

- Leadership Challenge Event

MOTIVATIONAL QUOTE

Try to be like the turtle—at ease in your own shell.

BILL COPELAND

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SUNDAY / **3**
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WEEKLY GOALS

Academic		1
Personal		

FEB

2019 | MARCH

THIS MONTH'S GOALS,
PROJECTS, IDEAS

SUNDAY	MONDAY	TUESDAY
3	4	5
10	11 • Spring Break	12 • Spring Break
17 • ST. PATRICK'S DAY	18 <i>ST. PATRICK'S DAY</i>	19
24	25	26
31		

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 • Leadership Challenge Event	2
6 <i>ASH WEDNESDAY</i>	7	8 • Ichabod Junior Day	9
13 • Spring Break	14 • Spring Break	15 • Spring Break	16
20	21	22	23
27	28	29	30

NOTES

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2019 | MARCH

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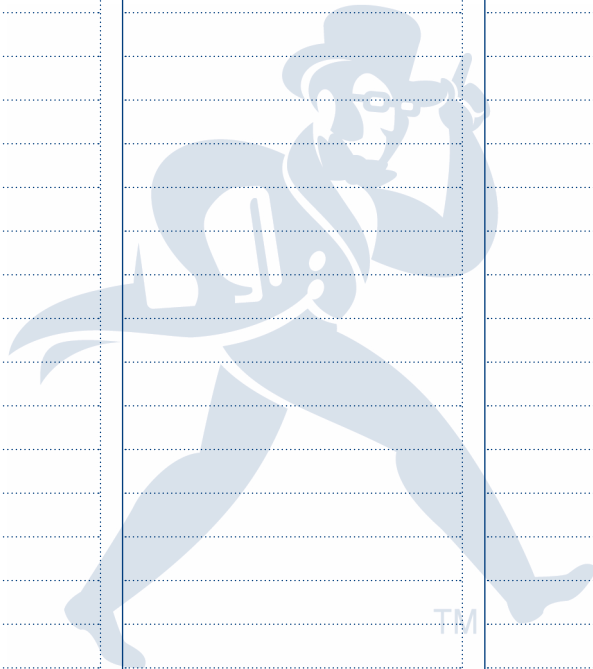
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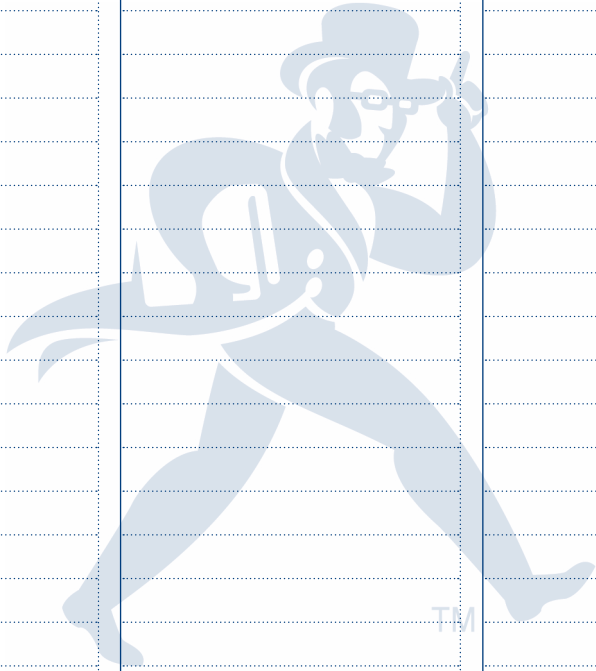
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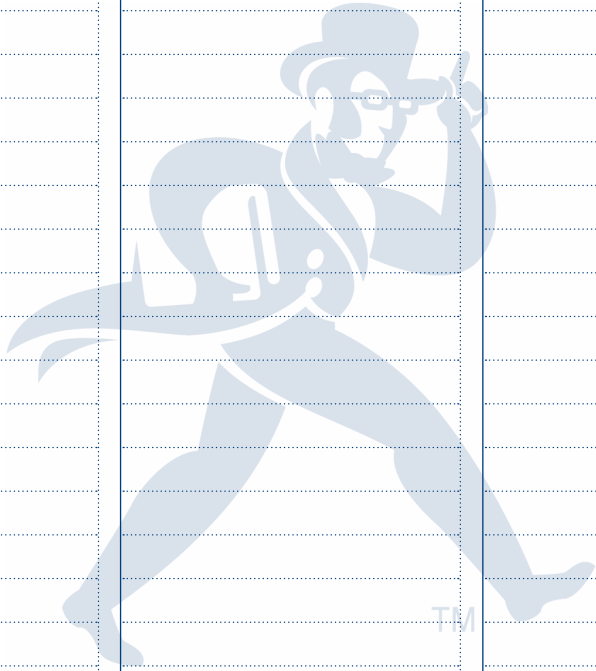
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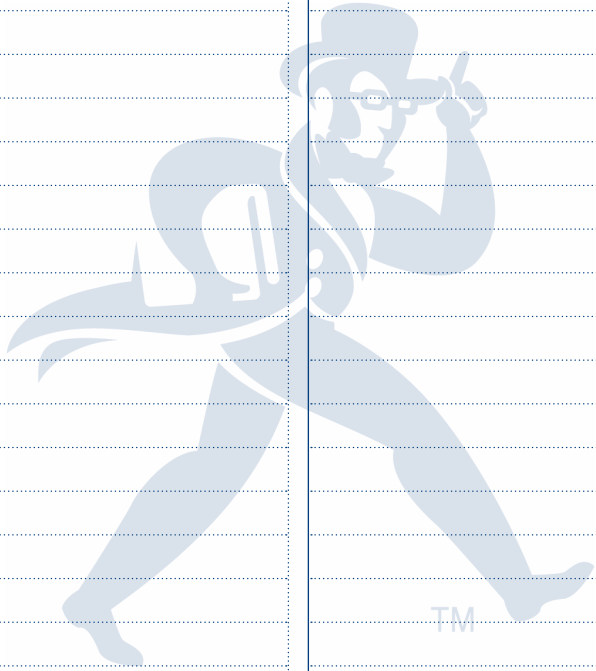
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MOTIVATIONAL QUOTE

The only limits to the possibilities in your life tomorrow are the butts you use today.

LES BROWN

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SUNDAY 24 MAR

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WEEKLY GOALS

Academic

Personal

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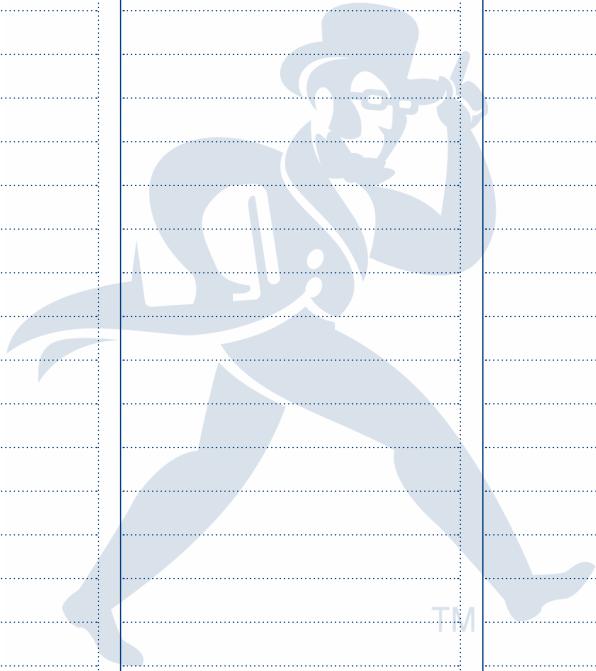
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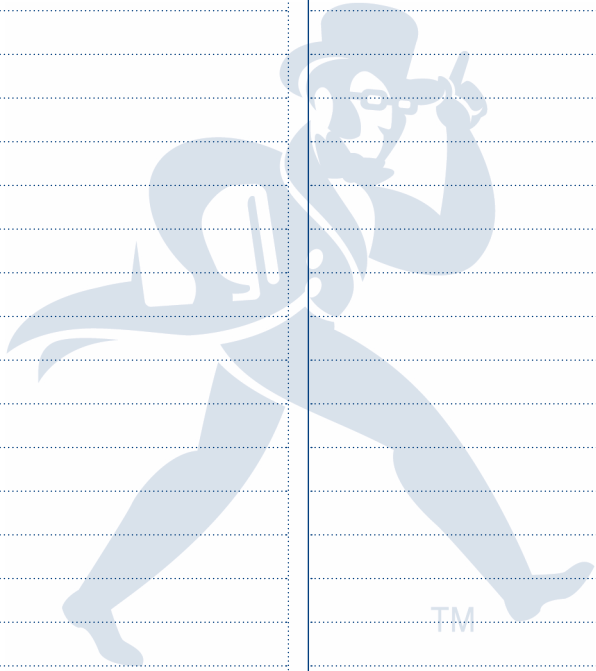
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APRIL

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MOTIVATIONAL QUOTE

Life is a blank canvas, and you need to throw all the paint on it you can.

DANNY KAYE

SATURDAY 30 MAR

Blank space for Saturday 30th.

SUNDAY 31 MAR

Blank space for Sunday 31st.

WEEKLY GOALS

Academic

Personal

Blank space for weekly goals.

MAR

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
3	4 • SOAR Awards	5	6
10	11	12 • Ichabod Sophomore Day	13
17	18	19 <i>PASSOVER GOOD FRIDAY</i> • PASSOVER GOOD FRIDAY	20 • Big Event
24	25	26	27

APR

NOTES

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MONDAY

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TUESDAY

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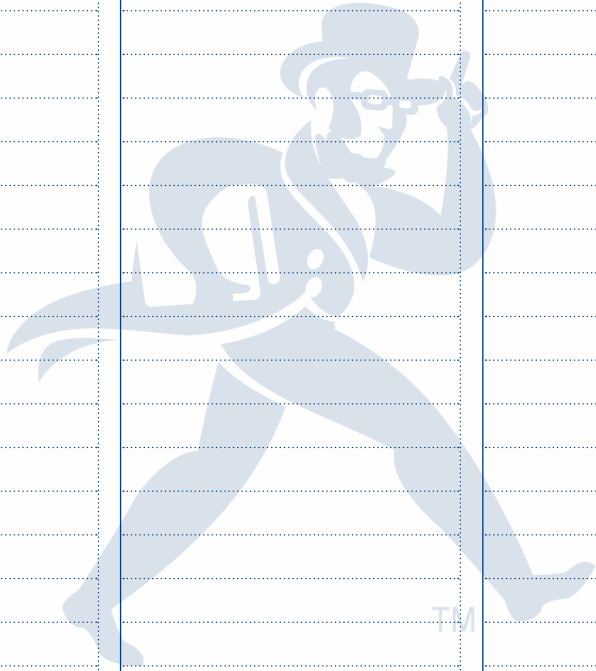
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WEDNESDAY

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THURSDAY 4 APR

FRIDAY 5 APR

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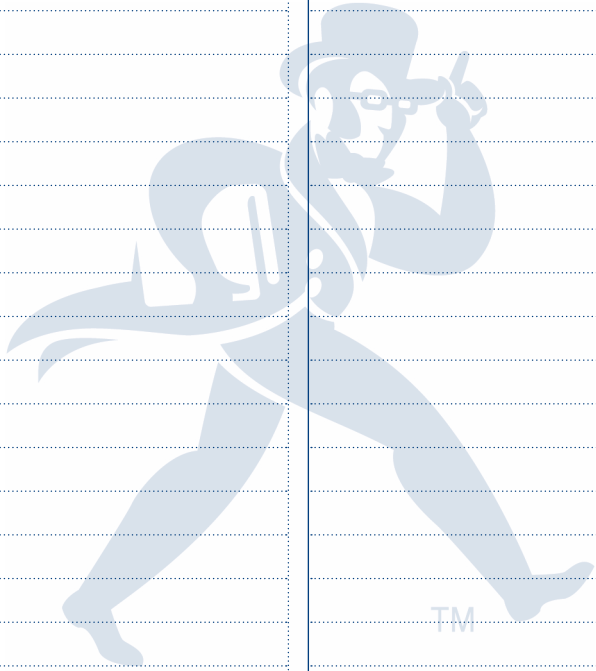
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• SOAR Awards

APRIL

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MOTIVATIONAL QUOTE

You miss 100% of the shots you don't take. - Wayne Gretsky

MICHAEL SCOTT

SATURDAY 6 APR

[Empty box for Saturday activities]

SUNDAY 7 APR

[Empty box for Sunday activities]

WEEKLY GOALS

Academic

[Dotted lines for notes]

Personal

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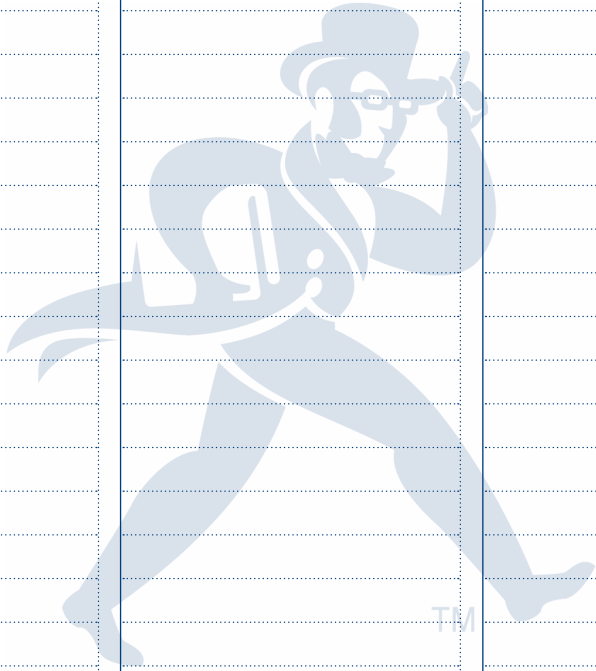
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MONDAY 8 APR

TUESDAY 9 APR

WEDNESDAY 10 APR

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THURSDAY / 11 APR

FRIDAY / 12 APR

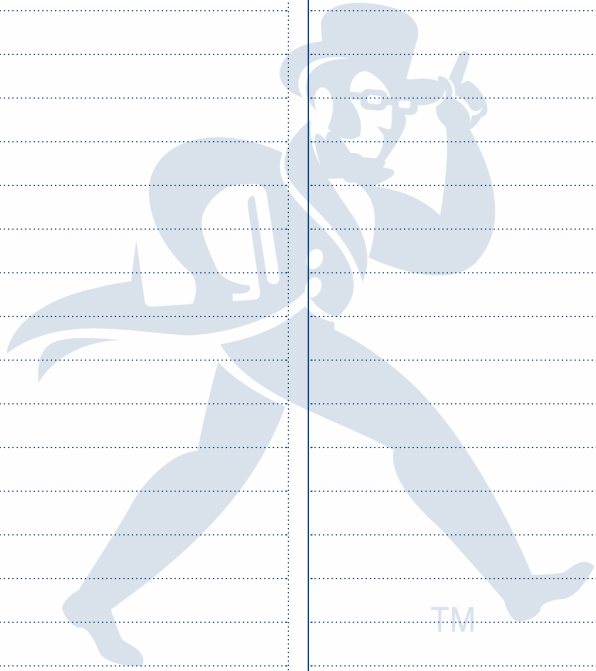
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MOTIVATIONAL QUOTE

Life is a shipwreck but we must not forget to sing in the lifeboats.

VOLTAIRE

SATURDAY / 13 APR

SUNDAY / 14 APR

PALM SUNDAY

WEEKLY GOALS

Academic	
Personal	

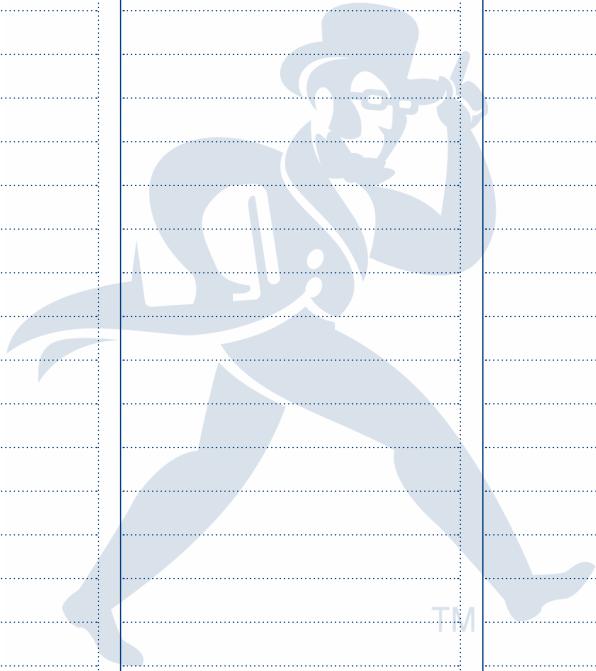
- Ichabod Sophomore Day

MONDAY 15 APR

TUESDAY 16 APR

WEDNESDAY 17 APR

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THURSDAY 18
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FRIDAY 19
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APRIL

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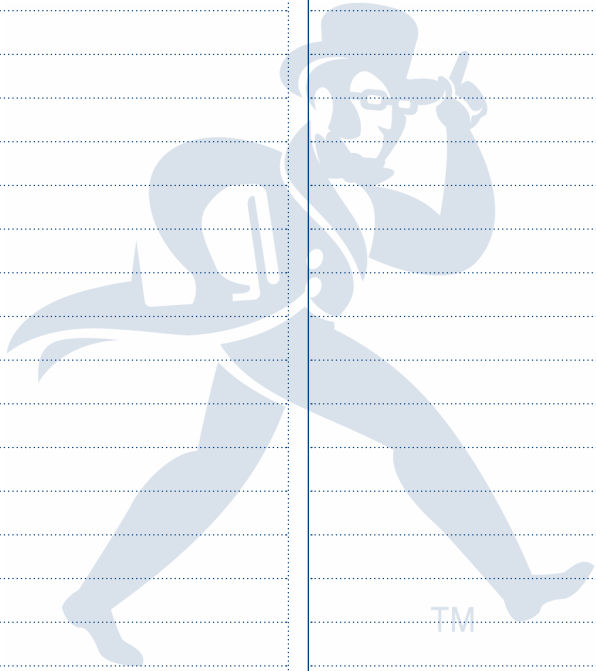
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PASSOVER
GOOD FRIDAY



MOTIVATIONAL QUOTE

Whoever said, "It's not whether you win or lose that counts," probably lost.

MARTINA NAVRATILOVA

SATURDAY 20
APR

• Big Event

SUNDAY 21
APR

EASTER

WEEKLY GOALS

Academic

Personal

- PASSOVER GOOD FRIDAY

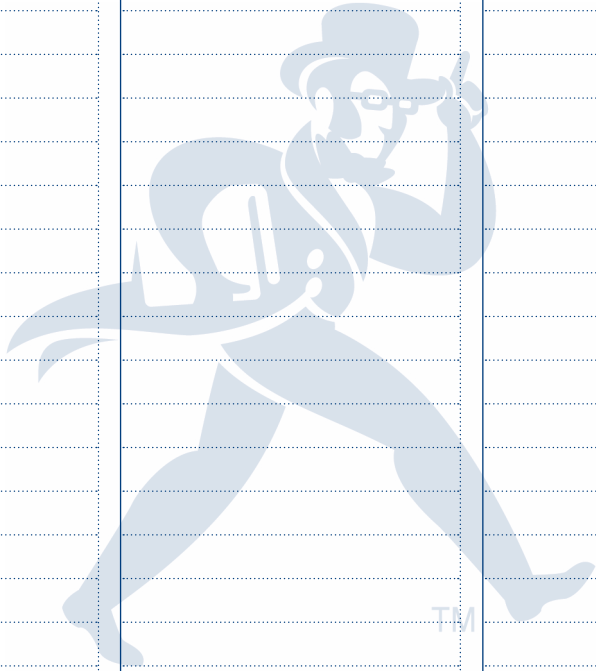
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MONDAY / 22
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- Greek Awards Banquet

2019 | MAY

THIS MONTH'S GOALS,
PROJECTS, IDEAS

SUNDAY	MONDAY	TUESDAY
5 <i>RAMADAN</i>	6 • Start of Finals	7 • Multicultural Graduation Celebration
12 • MOTHER'S DAY	13 • Washburn Leadership Retreat	14 • Washburn Leadership Retreat
19	20	21
26	27 <i>MEMORIAL DAY</i>	28

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 • Classes End	4
8	9	10 • Finals End	11 • Graduation
15	16	17	18
22	23	24	25
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MAY

NOTES

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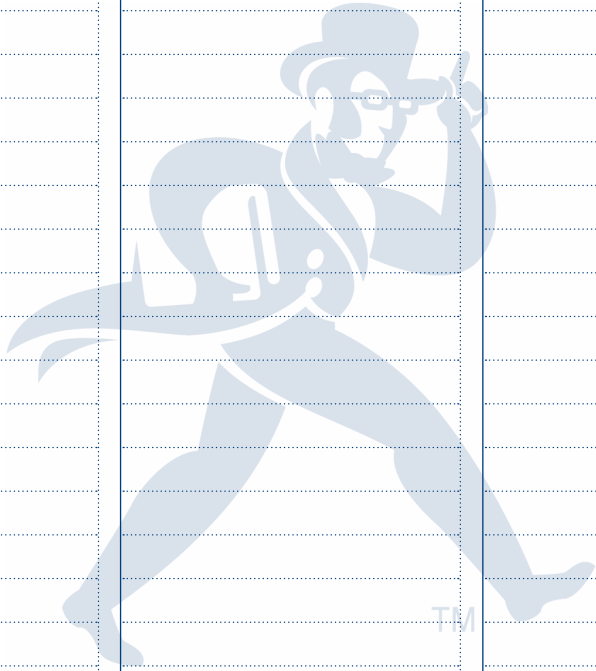
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- Start of Success Week		

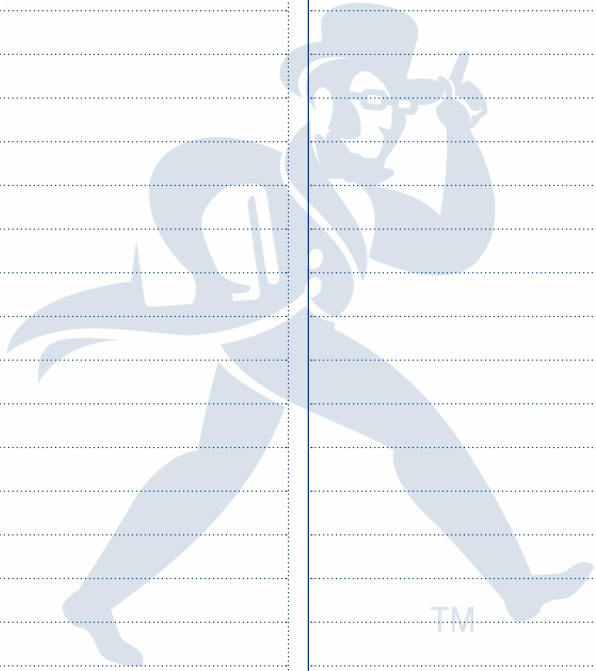


THURSDAY / **2**
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FRIDAY / **3**
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- Classes End

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MOTIVATIONAL QUOTE

Differences challenge assumptions.
ANNE WILSON SCHAEF

SATURDAY / **4**
MAY

Blank space for Saturday activities.

SUNDAY / **5**
MAY

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WEEKLY GOALS

Academic

Personal

MAY

MONDAY

6

MAY

TUESDAY

7

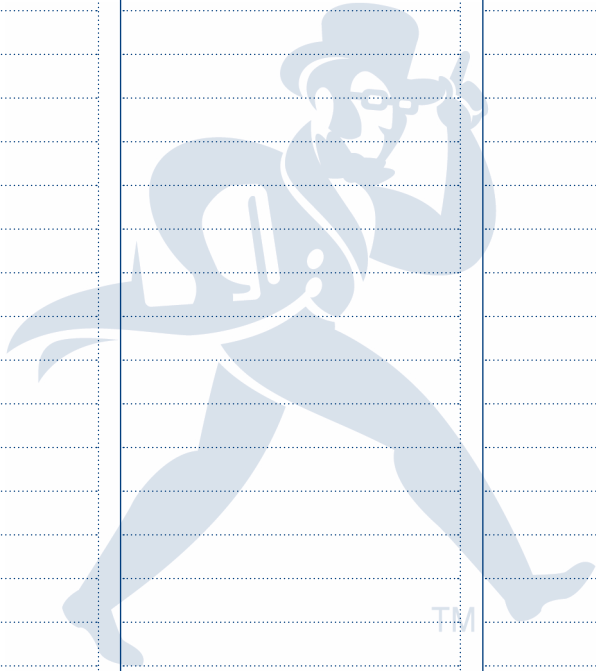
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WEDNESDAY

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<p>- Start of Finals</p>	<p>- Multicultural Graduation Celebration</p>	



THURSDAY / 9
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FRIDAY / 10
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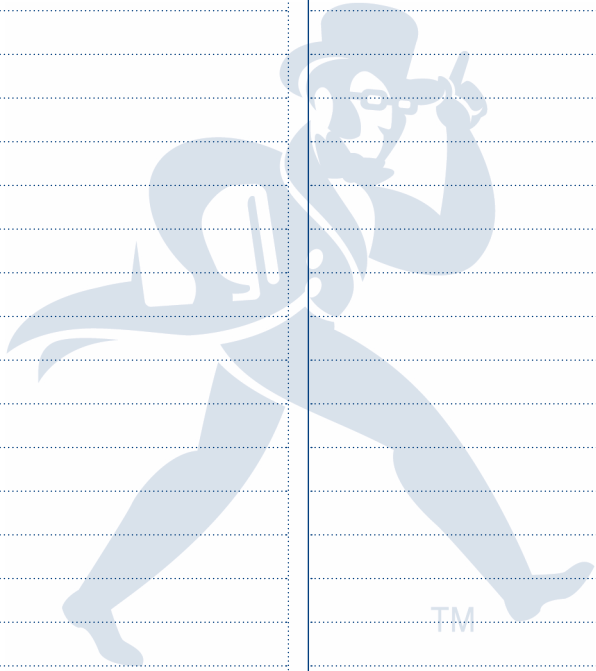
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• Finals End

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MOTIVATIONAL QUOTE

You get what you settle for.

ANONYMOUS

SATURDAY / 11
MAY

• Graduation

SUNDAY / 12
MAY

MOTHER'S DAY

• MOTHER'S DAY

WEEKLY GOALS

Academic

Personal

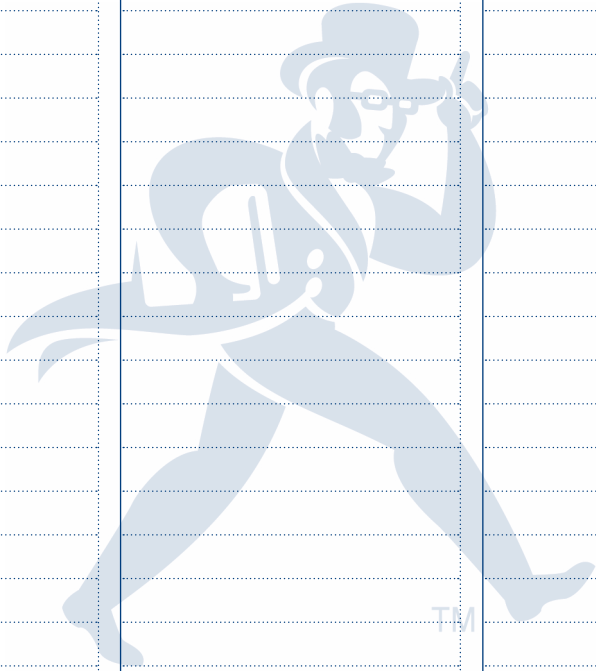
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WEDNESDAY 15
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- Washburn Leadership Retreat	- Washburn Leadership Retreat	



THURSDAY 16
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FRIDAY 17
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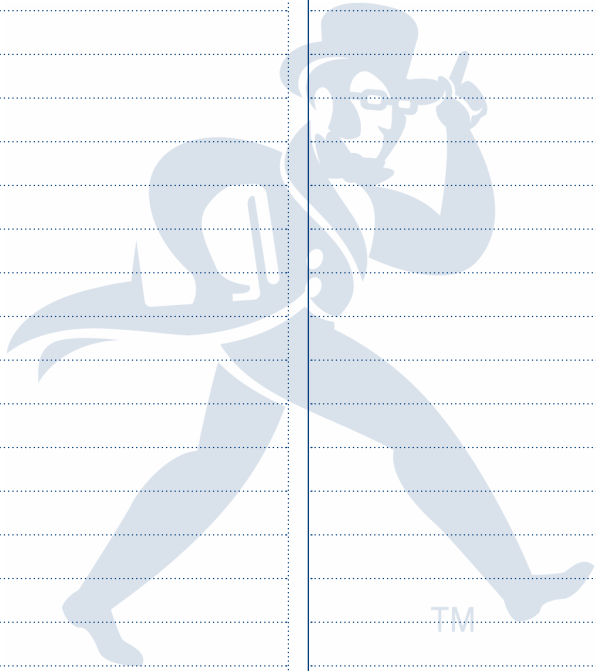
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MAY

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MOTIVATIONAL QUOTE

Divide the fire and you will soon put it out.

GREEK PROVERB

SATURDAY 18
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SUNDAY 19
MAY

Blank space for Sunday activities.

WEEKLY GOALS

Academic

Personal

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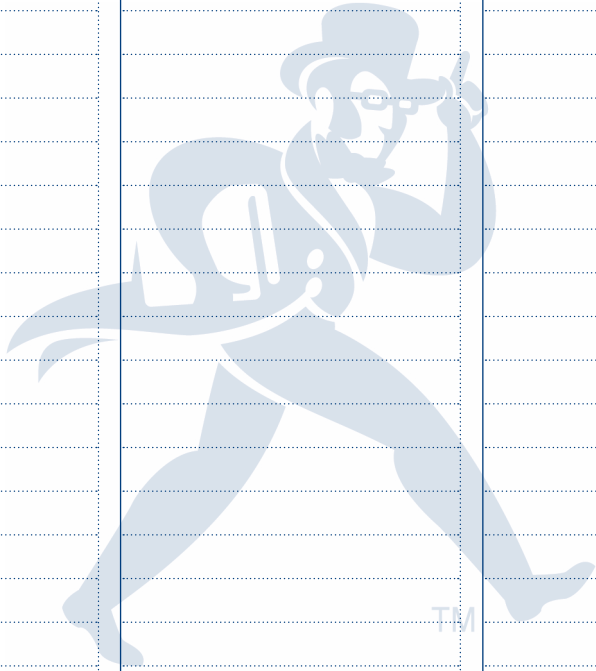
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MONDAY / 20
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WEDNESDAY / 22
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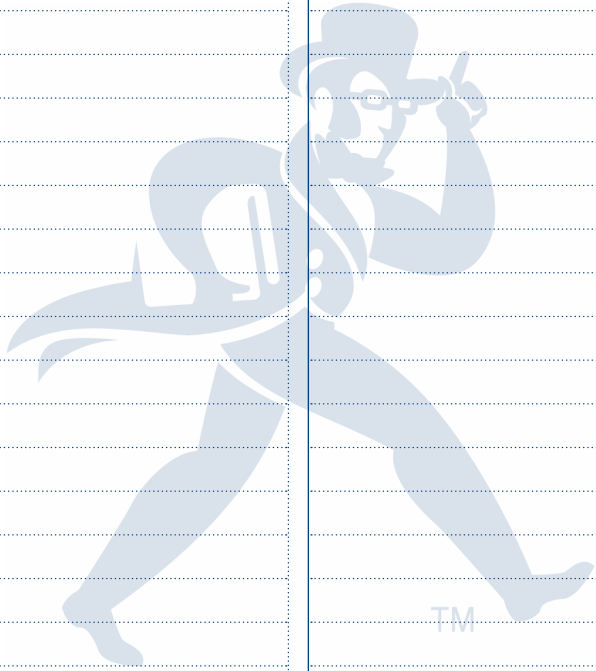


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MOTIVATIONAL QUOTE

Never, never, never give up.
WINSTON CHURCHILL

SATURDAY / **25**
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SUNDAY / **26**
MAY

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WEEKLY GOALS

Academic

Personal

MAY

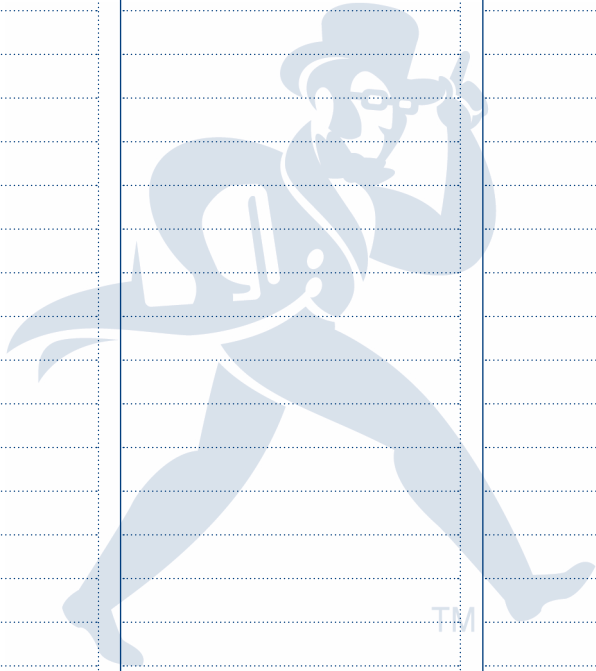
MONDAY / 27
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WEDNESDAY / 29
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MEMORIAL DAY

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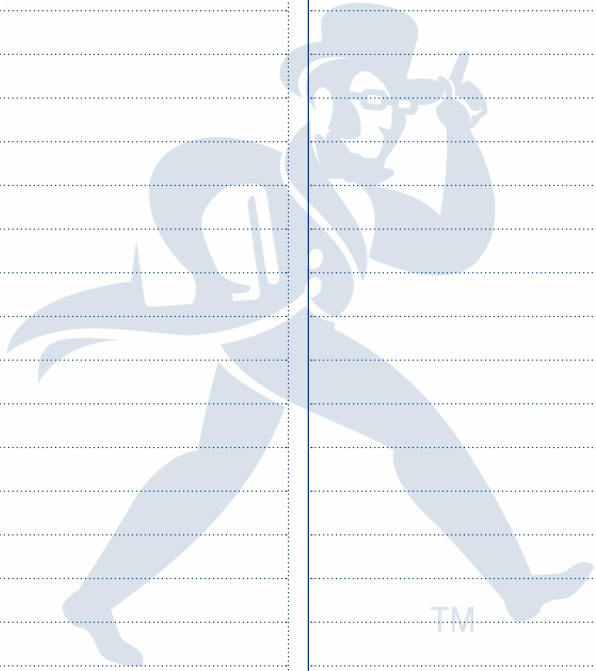


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FRIDAY / 31
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MOTIVATIONAL QUOTE

Wherever you go, go with all your heart.

CONFUCIUS

SATURDAY / 1
JUN

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SUNDAY / 2
JUN

Blank area for Sunday planning.

WEEKLY GOALS

Academic

Personal

MAY

2019 | JUNE

THIS MONTH'S GOALS,
PROJECTS, IDEAS

SUNDAY	MONDAY	TUESDAY
2	3	4
9	10	11
16 • FATHER'S DAY	<i>FATHER'S DAY</i> 17	18
23	24	25
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WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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19	20	21	22
26	27	28	29

NOTES

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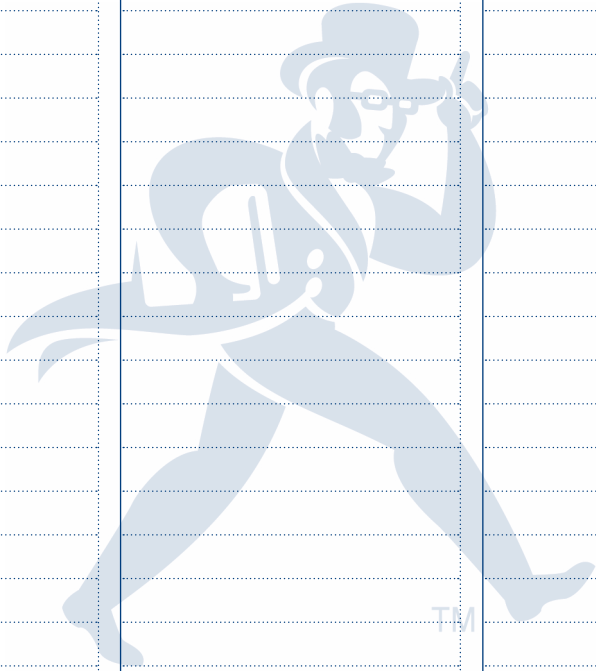
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TUESDAY 4 JUN

WEDNESDAY 5 JUN

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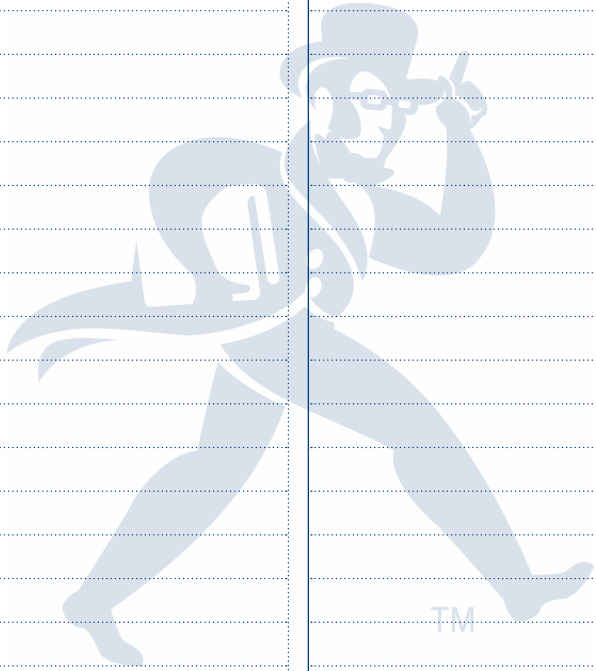
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JUNE

JULY

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17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

MOTIVATIONAL QUOTE

The world can only change from within.

ECKHART TOLLE

SATURDAY 8 JUN

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SUNDAY 9 JUN

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WEEKLY GOALS

Academic

Personal

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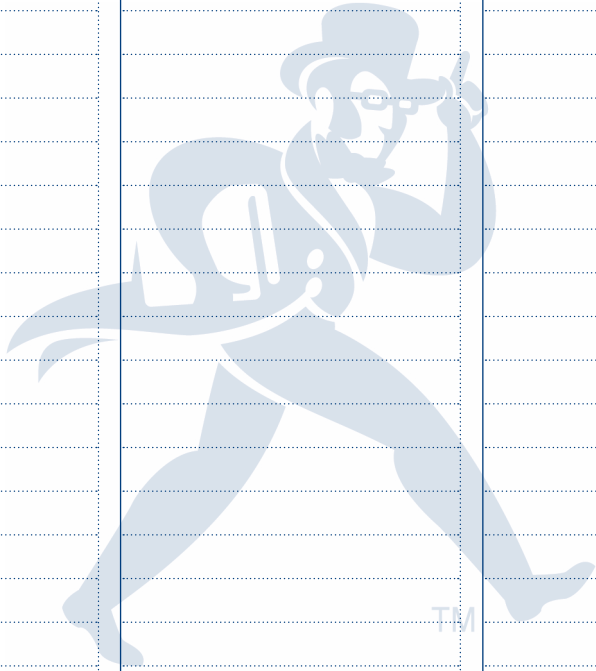
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MONDAY / 10 JUN

TUESDAY / 11 JUN

WEDNESDAY / 12 JUN

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FRIDAY / 14 JUN

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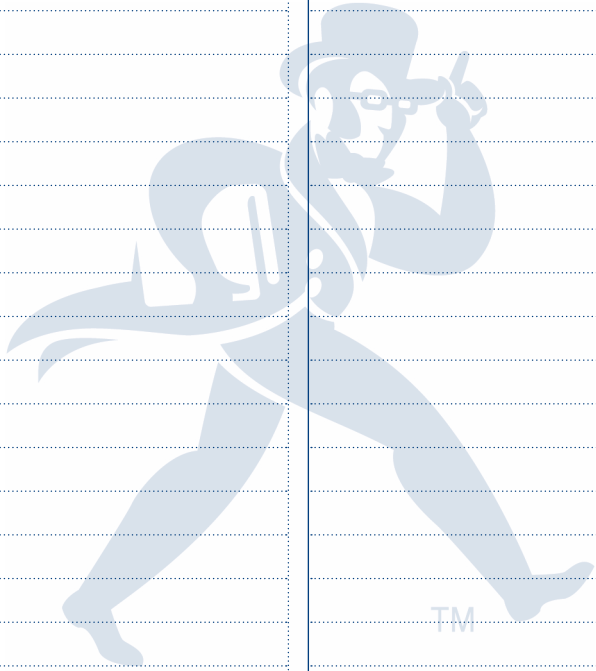
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MOTIVATIONAL QUOTE

The best preparation for tomorrow is doing your best today.

H. JACKSON BROWN JR.

SATURDAY / 15 JUN

Blank area for Saturday activities.

SUNDAY / 16 JUN

FATHER'S DAY

FATHER'S DAY

WEEKLY GOALS

Academic

Personal

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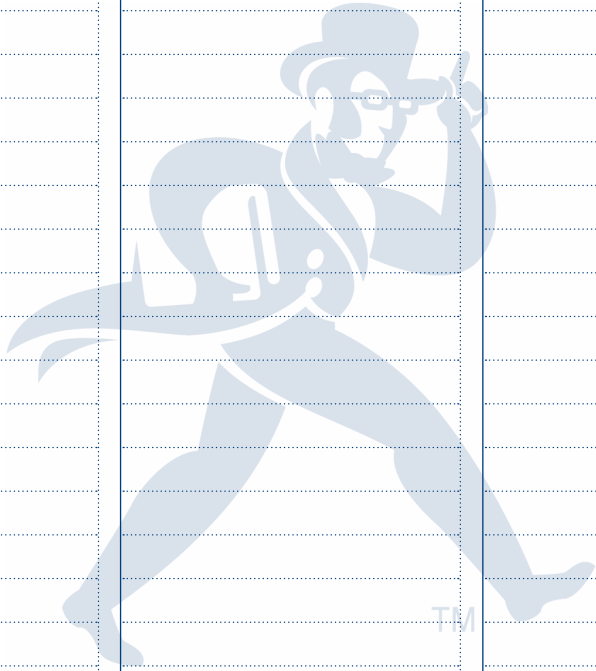
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MONDAY 17 JUN

TUESDAY 18 JUN

WEDNESDAY 19 JUN

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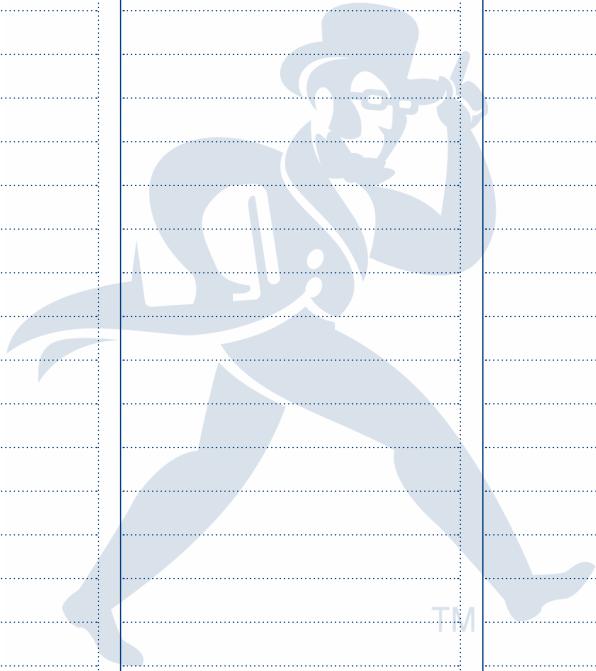


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TUESDAY / 25 JUN

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2019 | JULY

THIS MONTH'S GOALS,
PROJECTS, IDEAS

SUNDAY	MONDAY	TUESDAY
	1	2
7	8	9
14	15	16
21	22	23
28	29	30

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
3	4 <i>INDEPENDENCE DAY</i>	5	6
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NOTES

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MONDAY

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JUL

TUESDAY

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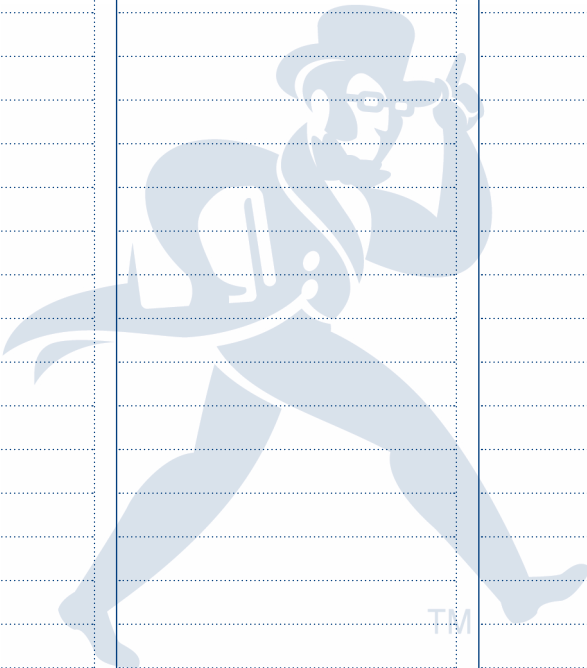
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WEDNESDAY

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THURSDAY 4 JUL

FRIDAY 5 JUL

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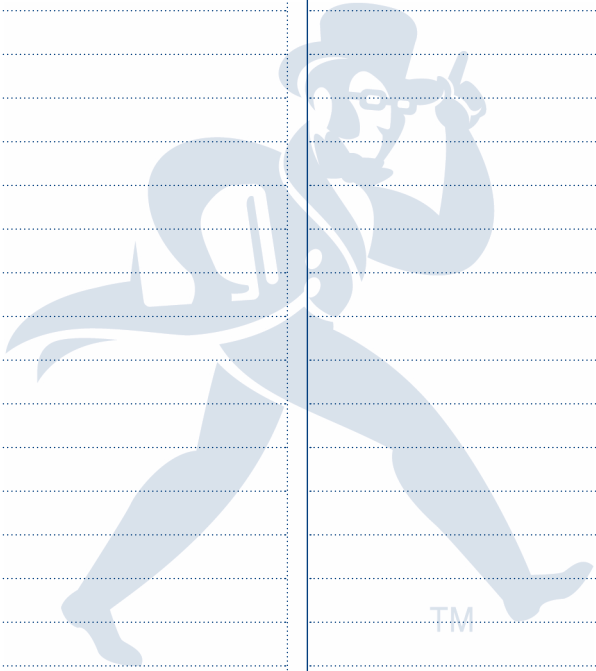
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JULY

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MOTIVATIONAL QUOTE

I can't die but once.
HARRIET TUBMAN

SATURDAY 6 JUL

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SUNDAY 7 JUL

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WEEKLY GOALS

Academic

Personal

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TUESDAY

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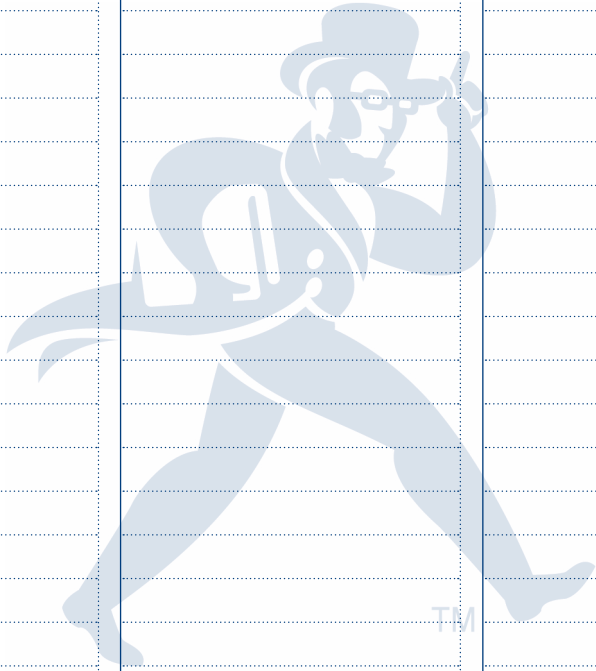
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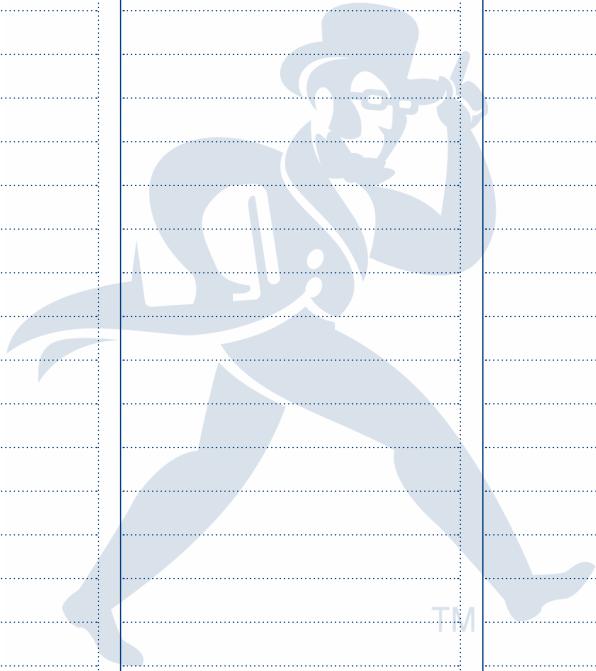


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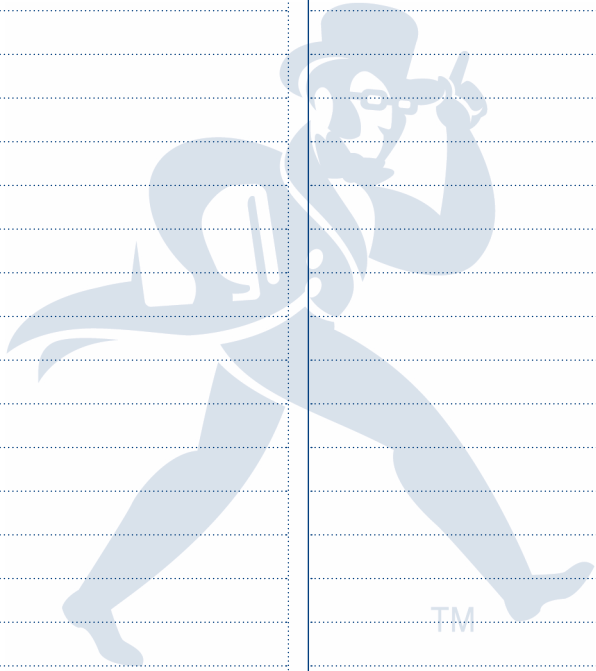
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MOTIVATIONAL QUOTE

Doing nothing is very hard to do ... you never know when you're finished.

LESLIE NIELSON

SATURDAY 20 JUL

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SUNDAY 21 JUL

Blank area for Sunday 21st July.

WEEKLY GOALS

Academic

Personal

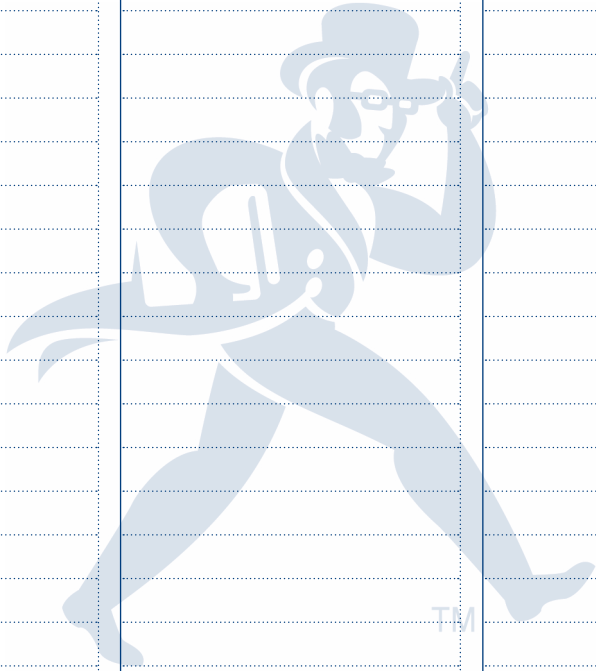
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MONDAY / 22
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WEDNESDAY / 24
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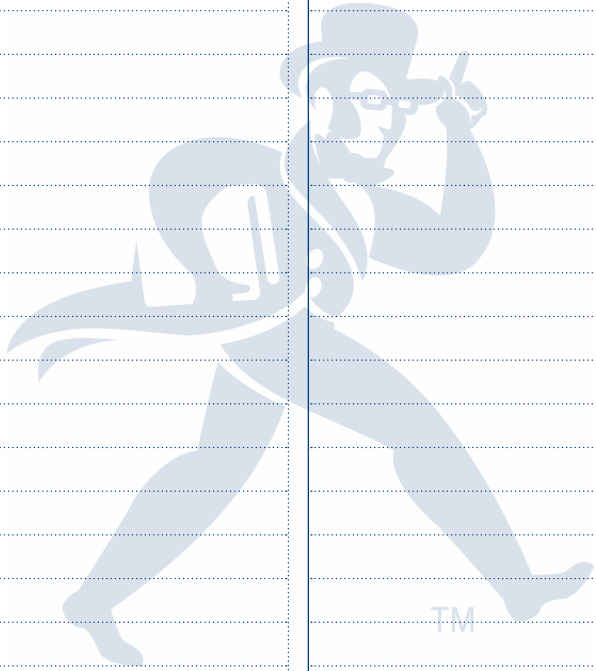
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MOTIVATIONAL QUOTE

Nobody can go back and start a new beginning, but anyone can start today and make a new ending.

MARIA ROBINSON

SATURDAY 27 JUL

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SUNDAY 28 JUL

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WEEKLY GOALS

Academic

Personal

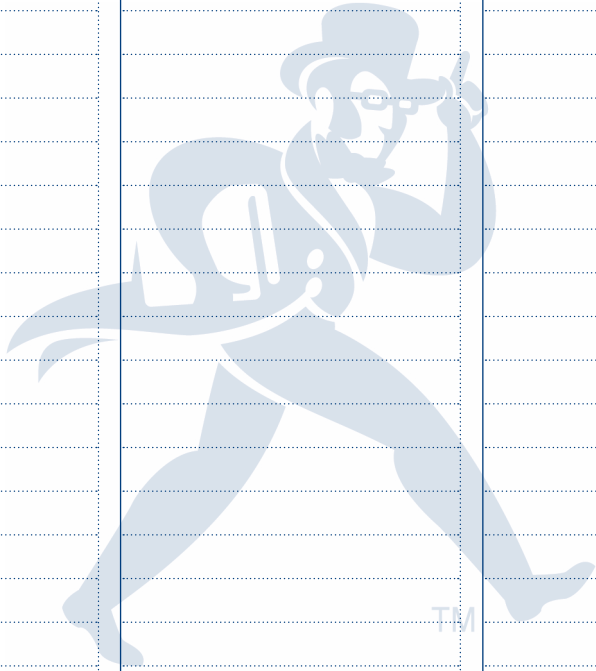
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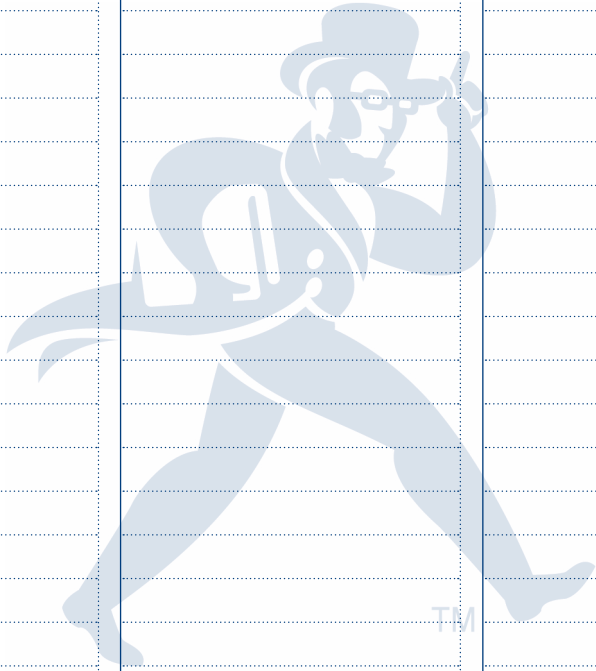
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10-Month Future Planning Calendar

AUGUST 2019	SEPTEMBER 2019

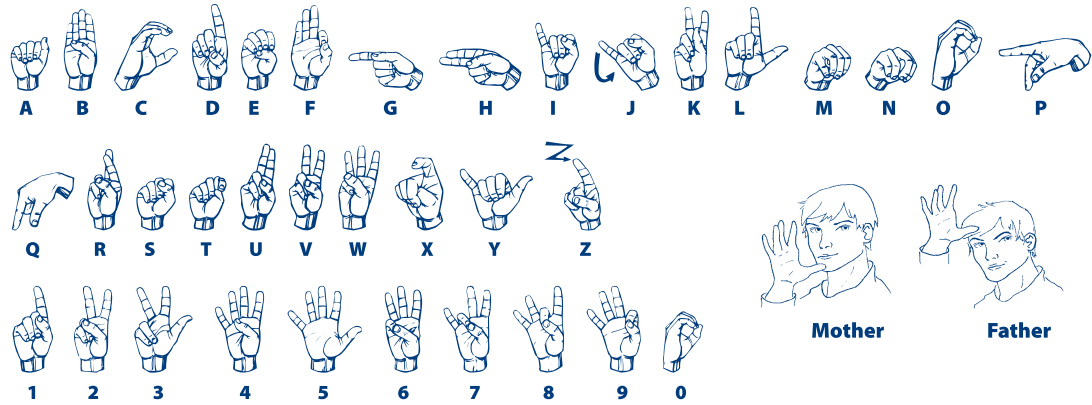
American Sign Language (ASL)

WHAT IS ASL?

American Sign Language (ASL) is one form of the many visual languages that have been developed to help deaf people communicate. It is not a visual interpretation of English. Rather, it is its own language and boasts its own specific grammar system. Just as English is different from languages spoken in other countries, ASL is different from sign languages used outside of America and parts of Canada. In fact, because of historical circumstances, ASL is closer to French Sign Language than to British Sign Language!

BASIC STRUCTURE

The foundation of American Sign Language is the alphabet, whose individual letters are signed with the hands. These letters can spell out words. Specific signs for words and concepts also exist.



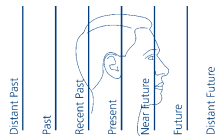
MORE ASPECTS OF ASL

SIGNING SPACE



The signing space that a listener should pay attention to is the area of the face and torso, with more concentration on the face. This area also applies to the signer's space.

TIME INDICATORS



Verb tenses are indicated using the body, with an imaginary line running through the signer to indicate the present. The future is literally ahead of the signer, and the past behind. Space, movement, repetition, and facial expressions are common tools in expressing time.

SIGN PARAMETERS

Parameters include hand shape, palm orientation, location, and movement. Adjustments to any of these parameters vary the meaning of a sign or change it completely.

EYE CONTACT



Eye contact is an important part of transferring meaning and information. Always maintain eye contact when using sign language.

CLASSIFIERS

Classifiers are unique to sign language. They are simple signs and gestures that can indicate pronouns, locations, pluralization, sizes, speed, and more. They are commonly used in poetry and storytelling.



This horizontal "three" can be used as a pronoun to indicate three of something—such as three cars.

LEARNING MORE

There's a lot to learn about ASL. You can find out more by visiting your library, making friends in the deaf community, taking sign language classes, and looking up information on the Internet. Below are some links to get you started.

ASL INFO

www.spreadthesign.com/us
Translates written words into visual signs

HANDSPEAK

www.handspeak.com
Information on deaf culture and history, dictionary, and other resources

ASL UNIVERSITY

www.lifeprint.com
A resource for learning sign language and improving your skills

GALLAUDET UNIVERSITY AND LAURENT CLERC NATIONAL DEAF EDUCATION CENTER'S INFO TO GO

www.gallaudet.edu/clerc_center/information_and_resources/info_to_go.html
A wealth of resources and information regarding deaf and hard of hearing people, ages birth through twenty-one



World Map



EUROPE



CARIBBEAN ISLANDS



AUSTRALIA & OCEANIA

- Australia** • Canberra
- Fiji** • Suva
- Kiribati** • Tarawa
- Marshall Islands** • Majuro
- Micronesia** • Palikir
- Nauru** • Yaren
- New Zealand** • Wellington
- Palau** • Melekeok
- Papua New Guinea** • Port Moresby
- Samoa** • Apia
- Solomon Islands** • Honiara
- Tonga** • Nuku'alofa
- Tuvalu** • Funafuti
- Vanuatu** • Port-Vila

NORTH AMERICA

- Antigua & Barbuda** • St. John's
- Bahamas** • Nassau
- Barbados** • Bridgetown
- Belize** • Belmopan
- Bermuda** • Hamilton
- Canada** • Ottawa
- Costa Rica** • San Jose
- Cuba** • Havana
- Dominica** • Roseau
- Dominican Republic** • Santo Domingo
- El Salvador** • San Salvador
- Grenada** • St. George's
- Guatemala** • Guatemala City
- Haiti** • Port-au-Prince
- Honduras** • Tegucigalpa

- Jamaica** • Kingston
- Mexico** • Mexico City
- Nicaragua** • Managua
- Panama** • Panama City
- Puerto Rico (USA)** • San Juan
- St. Kitts & Nevis** • Basseterre
- St. Lucia** • Castries
- St. Vincent & the Grenadines** • Kingstown
- Trinidad & Tobago** • Port-of-Spain
- USA** • Washington D.C.

SOUTH AMERICA

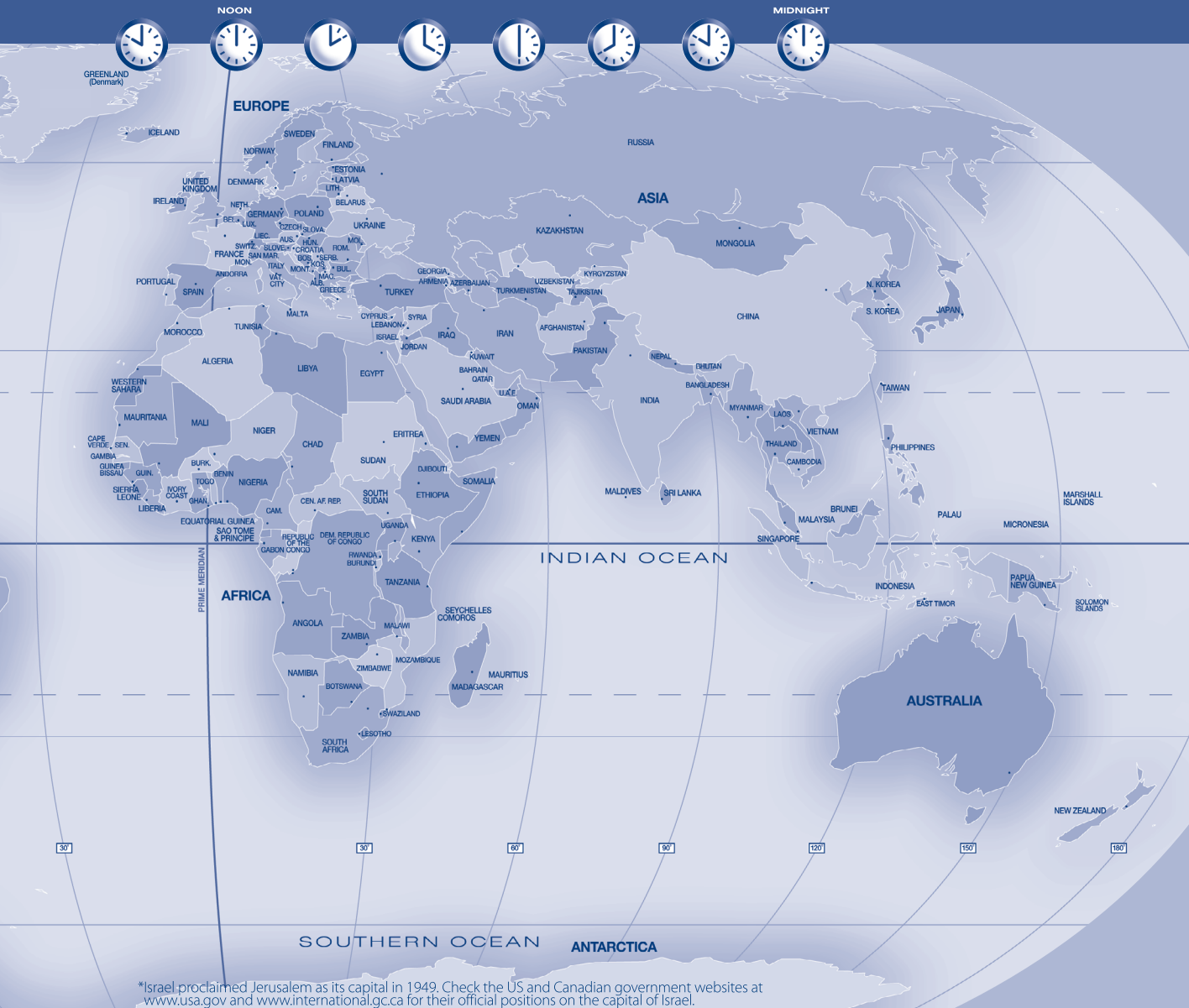
- Argentina** • Buenos Aires
- Bolivia** • La Paz and Sucre
- Brazil** • Brasilia

- Chile** • Santiago
- Colombia** • Bogota
- Ecuador** • Quito
- Guyana** • Georgetown
- Paraguay** • Asuncion
- Peru** • Lima
- Suriname** • Paramaribo
- Uruguay** • Montevideo
- Venezuela** • Caracas

EUROPE

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- Belarus** • Minsk
- Belgium** • Brussels
- Bosnia & Herzegovina** • Sarajevo
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- Ireland** • Dublin
- Italy** • Rome
- Kosovo** • Pristina
- Latvia** • Riga
- Liechtenstein** • Vaduz
- Lithuania** • Vilnius
- Luxembourg** • Luxembourg
- Macedonia (FYROM)** • Skopje
- Malta** • Valletta
- Moldova** • Chisinau

- Monaco** • Monaco
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- Norway** • Oslo
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- Russia** • Moscow
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- Slovakia** • Bratislava
- Slovenia** • Ljubljana
- Spain** • Madrid
- Sweden** • Stockholm
- Switzerland** • Bern
- Turkey** • Ankara
- Ukraine** • Kiev
- United Kingdom** • London
- Vatican City** • Vatican City



*Israel proclaimed Jerusalem as its capital in 1949. Check the US and Canadian government websites at www.usa.gov and www.international.gc.ca for their official positions on the capital of Israel.

AFRICA

- Algeria • Algiers
- Angola • Luanda
- Benin • Porto-Novo
- Botswana • Gaborone
- Burkina Faso • Ouagadougou
- Burundi • Bujumbura
- Cameroun • Yaounde
- Cape Verde • Praia
- Central African Republic • Bangui
- Chad • N'Djamena
- Comoros • Moroni
- Democratic Republic of Congo • Kinshasa
- Djibouti • Djibouti
- Egypt • Cairo
- Equatorial Guinea • Malabo
- Eritrea • Asmara

- Ethiopia • Addis Ababa
- Gabon • Libreville
- Gambia • Banjul
- Ghana • Accra
- Guinea • Conakry
- Guinea-Bissau • Bissau
- Ivory Coast • Yamoussoukro
- Kenya • Nairobi
- Lesotho • Maseru
- Liberia • Monrovia
- Libya • Tripoli
- Madagascar • Antananarivo
- Malawi • Lilongwe
- Mali • Bamako
- Mauritania • Nouakchott
- Mauritius • Port Louis
- Morocco • Rabat
- Mozambique • Maputo
- Namibia • Windhoek

- Niger • Niamey
- Nigeria • Abuja
- Republic of the Congo • Brazzaville
- Rwanda • Kigali
- Sao Tome & Principe • Sao Tome
- Senegal • Dakar
- Seychelles • Victoria
- Sierra Leone • Freetown
- Somalia • Mogadishu
- South Africa • Pretoria
- South Sudan • Juba
- Sudan • Khartoum
- Swaziland • Mbabane
- Tanzania • Dodoma
- Togo • Lome
- Tunisia • Tunis
- Uganda • Kampala
- Zambia • Lusaka
- Zimbabwe • Harare

ASIA

- Afghanistan • Kabul
- Armenia • Yerevan
- Azerbaijan • Baku
- Bahrain • Manama
- Bangladesh • Dhaka
- Bhutan • Thimphu
- Brunei • Bandar Seri Begawan
- Cambodia • Phnom Penh
- China • Beijing
- Cyprus • Nicosia
- East Timor • Dili
- Georgia • Tbilisi
- India • New Delhi
- Indonesia • Jakarta
- Iran • Tehran
- Iraq • Baghdad
- Israel • Jerusalem*
- Japan • Tokyo

- Jordan • Amman
- Kazakhstan • Astana
- Korea North • Pyongyang
- Korea South • Seoul
- Kuwait • Kuwait City
- Kyrgyzstan • Bishkek
- Laos • Vientiane
- Lebanon • Beirut
- Malaysia • Kuala Lumpur
- Maldives • Male
- Mongolia • Ulaanbaatar
- Myanmar • Naypyidaw
- Nepal • Kathmandu
- Oman • Muscat
- Pakistan • Islamabad
- Philippines • Manila
- Qatar • Doha
- Russia • Moscow
- Saudi Arabia • Riyadh

- Singapore • Singapore
- Sri Lanka • Colombo
- Syria • Damascus
- Taiwan • Taipei
- Tajikistan • Dushanbe
- Thailand • Bangkok
- Turkey • Ankara
- Turkmenistan • Ashgabat
- United Arab Emirates • Abu Dhabi
- Uzbekistan • Tashkent
- Vietnam • Hanoi
- Yemen • Sanaa

ANTARCTICA

World Map
© 2016, Premier Based on Robinson Projection

Class Schedule

SEMESTER

DAY / PERIOD PLANNER

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