

# ANDREW COLLEGE

## Closure Dates/Pick up and Drop off Policy

Cuthbert is somewhat remote from major lines of transportation, thus it is often necessary for college officials to coordinate the transporting of students to and from airports, shuttle services and bus lines. This service will be available at term and holiday breaks. To facilitate this student service, the following policies and procedures shall be in effect:

1. The Student Life Office in cooperation with the Andrew College Police Department will coordinate transportation for all students that need assistance to and from Columbus, Georgia.
  - a. Students will be responsible for their travel expenses to the destination point closest to Cuthbert (i.e. Columbus).
  - b. Andrew College will absorb the expense of providing transportation for first-time students from Columbus only. After which time each student should expect to pay \$20.00 for each one-way trip.
  - c. On pick-up days, students should expect vans to leave Columbus, Georgia at 2:00 p.m. en route to Cuthbert. On drop-off days, transportation will leave campus at 5:00 p.m. Students should make their travel arrangements with these times in mind and notify the Student Life Office at least two weeks prior to the trip.
  - d. Students should understand that there is a limited amount of space for luggage. Any questions should be directed to the Student Life Office.
2. The Director of the International Program will be responsible for arranging transportation for all international students, as needed.

A shuttle service is available from Atlanta to Columbus for a current fee of around \$31.00 one way and \$58.00 round trip. The shuttle may be reached at (800) 584-6735 and/or (706) 324-3939.

## HOLIDAYS AND VACATIONS

The residence halls and the Turner Dining Hall are closed during college holidays that are two days or longer. The residence halls close at 5:00 p.m. on the last day of finals each semester, and open at 2:00 p.m. on the Sunday proceeding the first day of classes. Consult the *Student Handbook* calendar for official opening and closing dates. Students are advised to remove personal valuables as well as motor vehicles during vacation periods and are advised to obtain adequate insurance coverage for all of their personal items (see Student Life about purchasing "renters insurance"). Students should use extra precautions at the end of each semester.

I, \_\_\_\_\_, have read and understand the Andrew

**Print Student's Name**

College Closure Date/ Pick Up and Drop Off Policy, and I understand that the residence halls and Turner Dining Hall are closed on college holidays that are two days long or longer. I understand that I must leave campus when the residence halls are closed by the time/date designated by the Dean of Students.

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Date**

### **Dates to Remember**

New Students Check in August 15

Returning Students Check in August 17

**Fall Break** Halls Close October 15 at 5:00 p.m. - Reopen October 19 at 2:00 p.m.

**Thanksgiving** Halls Close November 27 at 5:00 p.m. – Reopen November 30 at 2:00 p.m.

**Christmas** Halls Close December 12 at 5:00 p.m.

Check-In for January 11, 2009 at 1:00 p.m.

**Spring Break** Halls close March 6, 2009 at 5:00 p.m. - Reopen March 15 at 2:00 p.m.

**Return this form to the Student Life Office.**