

RIVER IMPACT UNIVERSITY

Student Handbook



RIVER IMPACT UNIVERSITY

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Salem, OR 97305
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River Impact University is an Unincorporated Ministry of The River Academic eXchange (TRAX), conducting its activities, business, and academia in the private domain through private membership.



RIU is accredited through Transworld Accrediting Commission International

231 E Alessandro Blvd., Suite A-210
Riverside, CA 92508;
951.901.5586
www.transworldaccrediting.com

River Impact University admits students of any race, color, national and ethnic origin, to all rights, privileges, programs and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, color, national and ethnic origin in administration of educational policies, admission policies and other school-administered programs.

This handbook is designed to provide information for new and returning graduates considering an academic career at River Impact University, and others who are interested in the Christian Worldview programs offered at River Impact University of The River Academic eXchange (TRAX).

Although this handbook was prepared on the basis of the best information available at the time, all information (including the academic calendar, admissions and graduation requirements, course offerings and course descriptions, and statements of tuition and fees) is subject to change without notice or obligation.

Students having questions that are not answered in this publication may address specific questions to RIU's Student Administrative Services.

River Impact University
4675 Portland Rd NE, Suite 190
Salem, OR 97305
(503) 385-8721 or
riverimpactu@gmail.com

Dear Student,

The River Impact University is proud that your interest aligns with our vision to not only have students learn theological, biblical, civic and business matters, but to have students truly grasp the principles of leadership, walk in the anointing, and serve faithfully in your homes, your churches and your communities.

My life's verse is 2 John 4, "I have no greater joy than to see my children walking in truth." All God's "children" are beacons by the Holy Spirit to spend time with Him. When attending RIU, we hope to impart the joy of walking with the Holy Spirit, the assurance in knowing God's truth and the desire to apply compassion to the next generations.

In this handbook, you will find the essential information to help you walk in step with RIU and finalize your associate degree. As you review this material, I trust the Lord will speak to your heart and make His way for you to complete the academic program resulting in one of the following degrees:

- Associate degree in Biblical Ministry
- Associate degree in Worship Ministry
- Associate degree in Civic Studies
- Associate degree in Business Studies

If you have any further questions, please do not hesitate to contact us.

Best Regards,

Pastor Shannon Banke
River Impact Chancellor

RIVER IMPACT UNIVERSITY

THE RIVER ACADEMIC EXCHANGE

The River Academic eXchange (TRAX) is the Private Membership Association that covers three levels of education for the life-long learner. The first step is our kindergarten to high school Christian homeschool co-op called River Learning Academy. Next step takes the life-long learner to our college level at the River Impact University (RIU). RIU has four Schools of Study: Biblical Ministry, Worship Ministry, Civic Studies and Business Studies.

RIVER IMPACT UNIVERSITY–SCHOOL OF MINISTRY (est. 2021)

The River Impact University offers an academic program in theology and Biblical-studies, which could be completed in three (or more) years. The School of Ministry is designed to provide believers with an opportunity to be equipped with the Word and to develop their walk with God. A graduate will have earned an Associates Degree in Ministry. For the graduates who desire to be in full time ministry, there is an additional year application to work on and receive a Five-fold Ministry Endorsement. With this endorsement certificate, the student will receive a letter of recommendation along with the certificate to help secure a pastoral or evangelist license.

RIVER IMPACT UNIVERSITY–SCHOOL OF WORSHIP (est. 2023)

The School of Worship was launched in the Fall of 2023. Not only does the worshiper learn foundations of music, songs, instruments and leadership, the worshiper will be grounded in the Word of God. This three year program is practical and inspiring. In some courses, students will need to demonstrate basic skills in their voice or instrument. Private beginning lessons are conducted outside of the School of Worship's scope and sequence. The life-long learner will receive an Associates Degree in Worship Ministry upon completion. For more detailed information, contact our office and ask for a consultation with Dean Brent Pedersen.

RIVER IMPACT UNIVERSITY–SCHOOL OF GOVERNMENT (Civic Studies/est 2023)

Believing all RIU students should have the basic, Biblical knowledge of doctrine and defending their faith, students of the School of Government will also have these faith-building courses alongside their American history, founding government structures, economics and practical civic involvement courses and more. The aim of our school is to assist citizens in understanding local, state, and federal governments from a Biblical worldview and how we all can impact for good the city, state and nation. After courses have been completed, students will receive an Associates Degree in Civic Studies. For more detailed information, contact our office and ask for a consultation with Chancellor Shannon Banke.

RIVER IMPACT UNIVERSITY–SCHOOL OF BUSINESS STUDIES (est 2026)

The Associates Degree of Business Studies is in production and courses will be available Fall 2026. In addition, the School of Business Studies has several craftsmen and business owners who have partnered with us to offer career training in hospitality, barista, carpentry, auto-body, and trucking, to name a few. If you are interested in business studies or career training, contact our office and ask for a consultation with Chancellor Shannon Banke.

HYBRID-EDUCATION

RIU is a hybrid-institution: in-person and online together. The online learning experience provides courses that consist of weekly video classes along with one weekly, 50 minute, in-person class time with campus instructors. Our online courses allow you to learn *where* you live and view *when* you choose so you may maintain your work schedules and other obligations. The in-person classes for each course will be held at the Salem campus. Classes are offered in the morning, in the afternoon, and in the evening to give students the flexibility around their work schedules, but in-person attendance is required. Students who live 30 miles or more from Salem, OR, may enter our Distant Learning Program to access the in-person class via conference call. The class time with campus instructors is for lectures, topic discussion, weekly quizzes and spiritual connectivity.

ADMISSION INFORMATION

ADMISSIONS REQUIREMENTS

Candidates demonstrating a strong Christian commitment, moral character, personal integrity, and a sincere desire to pursue Biblical training are considered for admission to RIU. Admission may be denied for such things as crime, moral turpitude, misconduct, prior suspension or any other factors that would be detrimental or disruptive to the institute or to current students.

FIRST-TIME APPLICANTS

A first-time student is defined as an applicant who has not completed at least one full term of coursework at River Impact University. A high school or equivalent diploma is required for admissions to RIU, unless a student is currently 16 years-18 years old and enrolls in RIU's Advanced Placement (AP) program, which allows high school students to earn college credits. High school students will be limited to no more than 2 classes per term.

APPLICANTS FOR READMISSION

Students interrupting their study at RIU by not enrolling in the subsequent spring or fall term do not have to submit new applications if they only miss one term. However, if a student interrupts his/her studies by more than one term, he/she must submit an Application Update Form to the Office of Admissions. New tuition prices will apply.

APPLICATIONS

Applicants (first-time) need to submit the following materials when applying to RIU: Full details of application requirements are available in the section titled Application Procedures.

- Application (available in paper form, digital transmission or download from the website: TRAXnow.org/RIU)
- Ministry Leadership recommendation (a form is included with the application)
- Two (2) personal recommendations (forms are included with the application) Applicants should be other than family members or relatives, but consideration may be approved in extreme circumstances.
- Secondary School Transcript Applicants must have an official high school transcript or the equivalent sent directly from the granting entity's registrar to RIU.
- Post-secondary Transcript(s) Those wishing to use some Biblical credits from another higher learning institution have official transcripts sent directly from any previous college or

university to the RIU Admissions Office. A student may transfer up to 30 credits towards RIU's criterion.

- **New Student Academic Advisor Meeting** An initial advisory meeting is required of each accepted applicant. Once the applicants' entire application has been reviewed, an academic advisor will be assigned; he/she will call applicants to "map out" schools of study. School of Worship applicants may have an additional performance/skill evaluation interview.

APPLICATION DEADLINE

River Impact University admits students twice each year. Students applying to RIU need to submit application materials by the summer deadline June 15th (to start in the Fall) or by the deadline December 15th (to start in the Spring) in order to receive priority consideration for admission. Late applications are accepted based on space and qualifications of the applicant. Please note: Enrollment is on a first apply, first admit basis, and River Impact University reserves the right of admissions.

TRANSFER OF CREDIT HOURS FROM OTHER INSTITUTIONS

Up to 30 credited hours from other institutions may be accepted at RIU upon review. It would help in the review process, if the course description from the other institute was made available.

DEGREE PROGRAMS

All associate degrees start with the basic required level one courses. In the entrance year to any "school," students are required to complete and pass courses labeled R1 (Required Level 1 Courses). The purpose is to ground the student with basic Biblical knowledge and faith that will permeate serving in the church, community and business and government worlds. Of the (8) eight R1 courses, the first course is mandatory in the first term of acceptance to RIU. This course is Ministry of Helps. It will be listed as "New Students," in the catalog and retains the equivalence to R1. Selecting courses in the entrance year will be narrowed to these eight. Achieving the above criterion, the student will be recognized with a One-year Biblical Studies Certificate.

All School Entrance Year–One-year Biblical Studies Certificate			
Course Level	Course #	Course Name	Credit Hour
New Students	PMIN 100	Ministry of Helps	3
R1-A	PMIN 102	Submission & Authority	3
R1-B	THEO 112	By the Anointing	3
R1	CMIN 150	Stewardship	3
R1	BIBL 130	Harmony of the Gospels	3
R1	THEO 120	Bible Doctrine	3
R1	BIBL 131	Romans	3
R1	CMIN 140	Soul Winning	3

School of Biblical Ministry–Associates Degree in Biblical Ministry			
Course Level	Course #	Course Name	Credit Hour
R2	CMIN 240	Discipleship	3
R2	THEO 208	Christian Ethics	3
R2	BIBL 237	Old Testament Survey	3
R2	BIBL 236	New Testament Survey	3
R2	THEO 206	Apologetics	3
R2	PMIN 207	Authority of the Believer	3
R2	THEO 205	Study of the Holy Spirit	3
R2	THEO 203	Eschatology	3
R3	PMIN 305	Redemptive Gifts	3
R3	PMIN 300	Leadership Principles	3
R3	PMIN 302	Ministry Tools	3
R3	HIST 370	Revival History	3
Elective	THEO 404	Door to the Supernatural	3
Elective	THEO 406	Christology	3
Elective	BIBL 421	Genesis 1: Abraham, Isaac & Jacob	3
Elective	BIBL 422	Genesis 2: Life of Joseph	3
Elective	BIBL 435	Blood Covenant	3
Elective	BIBL 436	Names of God	3
Elective	WRIT 120	College Writing	3

NOTE: Students are to select (4) four elective courses to round out their graduation requirements. In all disciplines, the student may choose Biblical/Theological courses or any course offered in the other three disciplines. As you read through the other disciplines' required and elective courses, know, any of these can be used for your elective requirement.

School of Worship Ministry–Associates Degree in Worship Ministry			
Course Level	Course #	Course Name	Credit Hour
R2-A	WORF 200	Worship Foundations	3
R2-B	WORF 201	Worship Leadership	3
R3-A	WORF 202	Worship Team/Building	3
R3-B	WORK 203	Worship Flow	3
R2	WORF 209	Music Theory 1	3
R2	WOAP 210	Audio 1	3
R2	WORS 452	Music of the Bible	3
R3	WORS 301	Ear Training	3
R3	WORS 302	Writing Lyrics	3
R3	WORS 303	Administrating Worship	3
Elective	WORS 450	The Creative Arts	3
Elective	WORS 452	Composing Music	3
Elective	WORS 453	Modern Worship History	3
Elective	WOVP 460	Music Theory 2	3
Elective	WORS 470	Multi-Cultural Arts	3
R2-AK	WOAA 480	Keyboard Worship 1	3
R3-AK	WOAA 481	Keyboard Worship 2	3
R2-AV	WOAA 490	Vocal Worship 1	3
R3-AV	WOAA 491	Vocal Worship 2	3

School of Government–Associates Degree in Civic Studies			
Course Level	Course #	Course Name	Credit Hour
R2	ECON 250	Basic Economics	3
R2	THEO 208	Christian Ethics	3
R2	HIST 260	Establishing the US Constitution	3
R2	GOVP 220	Practical Citizenship	3
R2	COMM 270	Persuasive Communication	3
R2	HIST 261	Founding a Nation	3
R2	HIST 263	Power of the States	3
R2	GOVP 221	Follow the Money	3
R3	PMIN 300	Leadership Principles	3
R3	GOVP 320	Tapestry of Politics	3
R3	GOVP 321	Debate in Government	3
R3	GOVP 322	Civics	3

School of Business Studies' Career Training –Training Certificate			
Course Level	Course #	Course Name	Credit Hour
Each career will have a mixture of instructional courses and hand-on experience. These programs can range from 20 to 100 hours to several months to a few years, depending on certification or degree pursued. Some will have apprenticeships; all will have assessments and certifications. Many programs can assist with job placement upon complete training. The School of Business Career Training Program requires only two courses as part of the training. Students may do both in one term, or one course over two terms.			
R1	CMIN 150	Stewardship	3
R2	THEO 208	Christian Ethics	3

Note: Students who submit a college transcript proving the successful completion of the general education requirements at that institution will be acknowledged with the distinction of “Arts” in their associates degree. For example: Associate of Arts in Biblical Ministry, or Associate of Arts in Worship Ministry, etc. The total credited hours must equal 36 hours broken down into the following categories:

36 Credits of General Education–Associates of Arts in _____		
Course Category	Possible Course Subjects	Credit Hour
Communications	English, Writing, Composition	6
Mathematics	College-level Algebra, calculus, and statistics	3
Natural Sciences	Life science, physical science, biology, physics, astronomy, earth science, chemistry	6
Arts & Humanities	History, philosophy, religions, performing arts, literature, film, visual arts, and music	6
US History		6
Political Science	Constitution, Sociology, Computer science, economics, anthropology, psychology, Geography, Law, archaeology	6
Social Science	Anthropology, Geography, Psychology	3

MINISTRY OF HELPS LAB REQUIREMENT

First term students are required to take the Ministry of Helps course. This course explains how the church grows when the Ministry of Helps flourishes. In addition to the class, each term students are required to complete outreach ministry in their local church. Details will be explained in the Ministry of Helps course and by your Academic Advisor.

FINANCIAL INFORMATION

The term fees included in this section are intended to be used as an approximation and not as the specific fees that will apply when students enroll at RIU. Fees are subject to change at the discretion of the RIU Board of Trustees.

At RIU, education should be considered an investment in the future. Students should read this section carefully so they will have a better understanding of what it costs to attend RIU.

LOW TUITION COMMITMENT

River Impact University operates from the standpoint that a quality academic and spiritual education should be affordable. We, therefore, have not sought the costly regional accreditation that leads to qualification for government-guaranteed student loans. Institutions using such loans generally charge the maximum tuition allowed, leaving students with a sizable debt at the completion of their education. For those called to the ministry, it can be very difficult to obey God's calling with this type of debt. For this reason, River Impact University has elected a less costly, yet just as valid, independent accreditation through Transworld Accrediting Commission International.

River Impact University does not participate in government-sponsored grants or loans at this time. Tuition costs for River Impact University are not tax deductible.

TUITION/FEEES

Tuition and registration fee must be paid in full or payment arrangements made prior to the start of classes each term. The most opportune time to make these arrangements are before registration day. No access to course material will be given until all tuition and fees are paid or payment arrangements made. All payments are to be made in US currency. Tuition does not include books, supplies, internet access, equipment, electronic devices, or instruments. A registration fee of \$175.00 is charged each term to all students enrolling in RIU. This fee covers general administrative costs, technology resources, student records processing, a one-time submission of a background check, etc. This fee is non-refundable.

We found that when placing US students in their Ministry of Helps (MOH) without a background check already in the files, hindered the execution of assignments in handling money, transactions, youth supervision, etc. Therefore, a background check will be ordered after being accepted to RIU and upon receiving funds at registration for the term. Students with a negative background will not be excluded from being accepted to RIU necessarily, for Christ has made all things new. However, modifications to the MOH assignments might be recorded and kept in the student's academic file. The designated parameters written shall be enforced.

Students desiring to enrich their lives by attending a course at RIU without obligations to completing tasks required by those working by credit, will be responsible for the term registration fee and the course tuition costs that are slightly reduced. Enrichment status students are still required to purchase their own books, supplies, internet access, devices, or instruments as required by the instructor. Enrichment status is only offered to Salem Campus students.

ADDITIONAL EXPENSES

Other expenses for which students are responsible include housing, personal living expenses, travel, entertainment, course textbooks and materials, computers, instruments and other incidentals.

Books, Instruments and Software

It is the student's responsibility to pay for and own any books and software used while attending RIU. The cost of textbooks will vary with different courses.

PAYMENT POLICY

Tuition is the charge for instruction, and this payment is due when services are rendered. Tuition costs for RIU are not tax deductible at this time.

Tuition and registration fees must be paid in full or payment arrangements made prior to registration for each term. No access to course material will be given until all tuition and fees are paid or payment arrangements made. All payments are to be made in US currency. Tuition does not include instruments, books, supplies, etc. An invoice for the entire balance due, payments made and running balance will be created and sent via email each month. Payment shall be prompt and considered late 10 days from the due date. A late charge of \$50 will be added to the billing the following pay period. Non-payment two months in a row, will suspend the student from access to the student portal and attending classes. Once the financial obligation has been corrected, the student shall return to active status and be given full access again.

Funds are payable in three forms: cash, check or debit/credit card. Checks are made out to The River Church and in the memo write RIU registration/tuition. Credit card payments will incur a 4% convenience fee, and is the responsibility of the student to pay for this convenience. No access to course material will be given until all tuition and fees are paid or payment arrangements made. The issuance of bad checks or credit cards will be grounds for immediate suspension and possible termination. A \$30 fee will be charged for returned checks. If individuals are sponsoring your tuition, the same policies apply. It is the student's responsibility to check with the RIU office to verify payment of tuition and fees.

REFUND POLICY

If a student desires to drop any class(es) or withdraws from RIU, he/she must initiate the appropriate process through the Office of Student Administrative Services and/or Academic Advisor.

Students who are dropping classes within the first three (3) weeks, 15 business days, will be refunded the full tuition amount but not the registration fee, which is non-refundable. Students on a tuition payment plan must complete their financial commitment for the month of withdrawal. No refunds will be issued when students withdraw after the 15 business days.

Non-attendance of classes does not constitute an official withdrawal or course drop.

Any future terms paid for in advance but not completed, will be fully refunded. Please, allow thirty days for any refund.

If a student is expelled from RIU, no refund will be given.

ACADEMIC INFORMATION

ACADEMIC RECORDS

The Office of Student Administrative Services maintains a file on each enrolled student. Student files contain correspondence and communication that takes place between the student, the Institute, and the public. Information within the file is maintained according to the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended. This act was designed to protect the privacy of education records, to establish records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students have the right to file complaints with FERPA concerning alleged failure by the institution to comply with this act.

Students receive grade reports at the end of each term. This is the student's opportunity to seek correction for any apparent errors and to keep the Administrative Office informed of any mailing address changes. Failure on the student's part to seek correction within one year after the conclusion of the term the course was taken indicates that records are accurate as stated.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records beginning the first day of class. These rights are as follows:

- The right to inspect and review the student's education records within 45 days of the day the institution receives a request for access. Students should submit to the Office of Student's Administrative Services written requests that identify the record(s) they wish to inspect. The institution's official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
- The right to request the amendment of education records that the student believes is inaccurate or misleading. A student may ask the Institute to amend a record that he or she believes is inaccurate or misleading. The student should write to the Institute official responsible for the record, clearly identify the part of the record to be changed, and specify why it is inaccurate or misleading. If the Institute decides not to amend the record as requested by the student, the Institute will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- The right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is defined as a person employed by the Institute in an administrative, supervisory, academic or support staff position (including law enforcement unit and health staff); a person or company with whom the Institute has contracted (such as an attorney, auditor, degree, or enrollment verification service (National Clearinghouse), or collection agent); a person serving on the Board of Regents/Trustees or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

River Impact University designates the following categories of student information as public or "Directory Information." Such information may be disclosed by the institution for any purpose at its discretion.

Category I: Name, address, telephone number, dates of attendance, classification.

Category II: Previous institutions attended, major field of study, awards, honors (including President's List), degrees conferred (including dates).

Category III: Past and present participation in officially recognized sports and activities, physical factors (height, weight) of athletes, date and place of birth.

Category IV: Grade reports to parents or guardians of undergraduate students who are of dependent status.

Currently enrolled students may withhold disclosure of any category of information under FERPA. To withhold disclosure, written notification must be received in the Office of Student Administrative Services prior to the second week of each term.

- The right to file a complaint with the US Department of Education concerning alleged failure by the Institute to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office

US Department of Education

400 Maryland Avenue, SW

Washington, DC 20202-4605

Since its effective date of 2002, undergraduate students declare dependent or independent status as part of the registration process. Dependent or independent status is based on whether or not the student was claimed on the parents' most recent IRS Tax Form. RIU reserves the right to amend dependent/independent information that is deemed inaccurate.

Parents may obtain non-directory information (grades, GPA, etc.) only at the discretion of the institution and after it has been determined that their child is legally their dependent.

Dependent status can be established via the admission of a certified copy of the parents' most recent Federal Income Tax Form unless there is a court order, state statute, or other legally binding document prohibiting such. Parents also may obtain non-directory information by obtaining a signed consent from their child.

REGISTRATION

Student enrollment must be completed according to the academic calendar. No registration is final until payment of all financial obligations has been made. No contract arises from enrollment. The Institute reserves the right to alter its rules and regulations at any time.

CATALOG REQUIREMENTS AND READMISSIONS

A candidate completing the RIU program for the diploma, may obtain the diploma under the catalog of the year of matriculation or may choose to meet the full requirements in the catalog of any one of the intervening subsequent years.

A full-time student who is readmitted and whose re-enrollment is continuous to graduation may meet the full requirements of the catalog of the year in which the student re-enrolls or the full requirements of the catalog of any one of the intervening subsequent years. Any student not maintaining continuous enrollment must meet the requirements of the catalog of the most recent year of entry.

If, for any reason, a candidate does not complete the program by the anticipated graduation date, the student must complete any deficiencies by August 31 of that year. Students who do not complete remaining requirements by August 31 and do not maintain continuous enrollment must meet the requirements of the catalog of the year they are readmitted.

Ten years is the time limit a student has to meet the diploma requirements under a particular catalog. After ten years, the student is required to satisfy the requirements of the newest catalog. Prior credits earned do not expire, however.

CONTINUATION AS A STUDENT

Continuation as a student at River Impact University is not automatic. Basic academic and spiritual requirements must be satisfied for students to qualify. Additionally, all prior balances must be paid in full.

PROBATION AND SUSPENSION

Students are expected to make satisfactory progress toward a diploma or certificate in order to be eligible to continue enrolling in River Impact University.

A probation list is compiled once each academic term and is based on the students' academic achievements for the previous academic term.

Students placed on probation have failed to meet the graduation requirement of 2.0 grade-point average or higher within the term.

Students are removed from probation when they submit additional academic work sufficient to raise them above the minimum requirements in the subsequent term. Normally, students who are not removed from the probation list after one full year are suspended.

Students accepted into RIU on probationary status are subject to the same policies as students placed on probation.

Upon recommendation of the Academic Dean and approval of the President and Vice President of the Institute, a student may be placed on probation or may be suspended at any time for severely inadequate academic work. Such suspension may either be temporary or permanent.

FINANCIAL OBLIGATIONS

Every student is required to meet financial obligations to River Impact University according to the Tuition and Fees section found under Financial Information in this catalog. Failure to meet these requirements may result in suspension.

ACADEMIC POLICY CHANGES

River Impact University reserves the right to change academic policies when deemed necessary and to hold students responsible for any revisions. In the case of any change in courses already completed, students are not obligated to fulfill the new requirements. All changes are announced and officially posted. It is ultimately the student's responsibility to be informed of changes that may affect programs and requirements for graduation.

INDEPENDENT COLLEGE AND UNIVERSITY NOTICE

The transfer of any credit to any other academic institution is at the discretion of the receiving institution. Some institutions of higher education will allow RIU credits to transfer, but not all. Students must do their own investigations and research.

WITHDRAWAL FROM THE INSTITUTE

A student who is withdrawing from River Impact University must initiate the process by submitting, in writing, a notice of withdrawal to the Office of Student Administrative Services. The date that the notice is received constitutes the official date of withdrawal and all

applicable policies will apply. The last day to withdraw is the date that final exams end for that term.

GRADING SYSTEM

Final numeric grades for each course will be assigned according to guidelines determined by each instructor. All R1, R2, R3 must be a passing grade (D- or higher) to complete graduation requirements. Letter grades and grade points are assigned according to the following scale:

Letter Grade	Numerical Percentages		Grade Points	Quality Points
A+	100%	98.50%	4.3	12.9
A	98.49%	93.50%	4.0	12.0
A-	93.49%	89.50%	3.7	11.1
B+	89.49%	86.50%	3.3	9.9
B	86.49%	82.50%	3.0	9.0
B-	82.49%	79.50%	2.7	8.1
C+	79.49%	76.50%	2.3	6.9
C	76.49%	72.50%	2.0	6.0
C-	72.49%	69.50%	1.7	5.1
D+	69.49%	66.50%	1.3	3.9
D	66.49%	62.50%	1.0	3.0
D-	62.49%	59.50%	0.7	2.1
F	59.49%	0	0	–

OTHER GRADES

Other grades that may appear on the transcript include “WP” (withdrawal passing), “WF” (withdrawal/failure), “I” (incomplete) and “NP” (no pass). None of these other grades is used in the computation of the grade-point average except the “WF,” which becomes an “F.” A minimum grade-point average of 2.0 per term must be earned by all students to remain in good academic standing and to qualify for graduation.

INCOMPLETES

The grade of “I” is given for work that is incomplete at the time grades are given. It is given only after the instructor and the Academic Dean approve a petition submitted by the student that his or her work is incomplete for good cause. It is the responsibility of the student to make up any incomplete work and ask the instructor to submit a grade change to the Academic Dean. If this is not completed in the subsequent term, the incomplete will be changed to an “F”.

COURSE WITHDRAWAL

If a course is dropped before three weeks has passed, the course will not appear on the transcript. If a course is dropped after three weeks, two optional markings shall appear on the transcript. The initials "WP" (Withdraw with a Passing grade) is recorded provided the student was passing at the time of the withdrawal. If the student was not passing, "WF" (Withdrawn with a Failing grade) is recorded. The "WF" is counted as an "F" in determining the GPA. An Add/Drop Form must be used to withdraw from any class. See your Academic Advisor for available forms.

COURSE REPEAT

A course may be repeated at RIU to replace the original grade. The course appears on the transcript with all grades given and a repeat flag. Both courses count in the GPA. Double credit is not awarded for repeated courses. Any course that an RIU student has previously completed and passed for credit is made available to that student to take again as enrichment; the cost will be the current enrichment tuition with a 30% discount. However, enrichment students desiring to repeat a particular class for credit, will be charged the full tuition fee.

MAKE-UP EXAMINATIONS/WORK

All students, except enrichment students, are expected to take all quizzes, tests, and exams, deliver any scheduled presentations, and turn in any other work required by instructors on the specifically assigned date.

ONLY those students granted an "excused" absence may have a minimum of three days to make up any missed work (quiz, test, presentations, etc.). Missed exams will be scheduled in a timely manner with the instructor. Students are responsible for contacting the instructor to schedule the make-up of any missed work. If missed work is not made up within the allotted time period, a grade of "F" will be assigned.

Unexcused late work will not be accepted after the scheduled date and a grade of "F" will automatically be assigned to the work. It is in the student's best interest to be prepared.

Examples of events beyond the student's control resulting in a need for an excused make-up includes, but are not limited to, a medical emergency or sudden illness (supported by appropriate documentation), or death of an immediate family member. In such cases, a grade of "I" (incomplete) will be temporarily posted to the student's transcript. **NOTE: In no case will an "I" remain on the transcript for more than one term.**

APPLICATION FOR DEGREE

An application for the associate degree, called The Intent to Graduate, must be filed with the Office of Student Administrative Services during the spring term prior to graduation. This form is available from the Office of Student Administrative Services and must be completed and signed by the student. All monies owed at RIU must be paid in full prior to commencement in order for students to participate in commencement exercises. Students who file a late application may be charged a processing fee. No applications are accepted after April 1.

GRADUATION REQUIREMENTS

To be eligible to receive an Associate Degree from RIU, candidates must meet the following requirements:

- 1) Satisfactorily complete all required courses.
- 2) Satisfactorily fulfill course attendance requirements. (See handbook under Attendance)
- 3) Maintain a cumulative grade point average of 2.0 or above.
- 4) Satisfactorily complete a minimum of 5 terms of service in Ministry of Helps (LAB) over the period of attendance.
- 5) Tuition and fees must be paid in full.
- 6) Demonstrate evidence of true Christian life and character during the school year at RIU as outlined in the Code of Honor. If a student has fulfilled all other requirements, yet has demonstrated a lack of character, he/she **will not** graduate.

GRADUATING WITH HONORS

Honors are determined for the commencement program, ceremony and degrees at the conclusion of the 3rd quarter prior to graduation of third-year students.

Students who fulfill the degree requirements with cumulative grade-point averages (GPA's) of 4.0-4.3 receive the distinction of President's List and will be awarded a tri-colored cord to wear at graduation. Students with a cumulative GPA between 3.8 and 3.9 will be awarded *summa cum laude* wearing a gold cord at graduation. Students with cumulative GPA between 3.6 and 3.7 receive the distinction of *magna cum laude* wearing a silver cord at graduation. Students with a cumulative GPA between 3.4 and 3.5 receive the distinction of *cum laude* wearing a blue cord at graduation.

HONOR MEDALLION

Any student who carries the full program of study in a term and who attains a grade-point average of 3.50 or higher with no grade below "C" will be given an Honors Medallion to wear during graduation.

ATTENDANCE POLICY

Attendance and involvement in online classes are a necessary part of the learning process. Students enroll to receive the teaching of the Word, academic instruction and an impartation of the anointing. Students need to be "present" in order to receive. In addition, God is providing both the finances and the opportunity to attend RIU, and students need to be good stewards of their time and money. The time, energy and financial investment students are making should not be lost through carelessness, apathy or discouragement.

CLASS ATTENDANCE

At the beginning of each class, students will log in to the student portal from their phone. At this time, RIU is using the Moodle platform. Once the student is logged in, he/she will see the dashboard or home page. From this page, the student selects the class. The attendance link is usually at the top of the course page.

Attendance portals are open 5 minutes before the hour and for the first 10 minutes of class. If the in-person class or the distant learner does not enter the course to mark "present" within that 10 minutes, the computer will mark the student absent. It is critical to be on time. Each student is awarded two absences for any excuse and will not affect the overall grade in each course. The grade begins to drop with the third absence.

For distant learners, the student must log on to the live presentation during class time and remain online throughout the presentation to gain attendance/participation grade.

ACADEMIC INTEGRITY AND PLAGIARISM POLICY

Academic integrity is essential in higher education. As a testimony to God and faithfulness to the original work of others, River Impact University prioritizes integrity in all matters, particularly related to research and writing. Christian leadership should reflect the character and conduct reflective of the high calling and privilege of ministry. It is the student's responsibility to be knowledgeable as to what constitutes plagiarism. In order to maintain faithfulness in such matters, the following definitions and procedures are adhered to in the program.

TYPES OF PLAGIARISM:

1. Direct plagiarism: Word-for-word transcription of someone else's work, without citation and quotation marks.
2. Self-plagiarism: Submitting one's own work from previous classes without permission of the professors. As noted, no more than 10% of a previous course should be used in an assignment for another course.
3. Mosaic plagiarism: Borrowing phrases from a source without quotation marks.
4. Accidental plagiarism: Neglecting to cite sources, misquoting sources, or
5. Adopting someone else's work: Submitting an assignment written by someone else.

Consequences of plagiarism may include but not limited to: an investigation with a written reprimand, automatically failing a course, academic suspension or probation, or even expulsion. Any consequence of plagiarism is determined by the Academic Dean and Instructor of the course.

AFFILIATE CHURCH POLICIES

Attendance and involvement at the affiliate (home) church is as much a part of the student's training as the online courses. Not only does it supply the strength and fellowship from a local church, but it also provides an opportunity for the student to learn by precept and example. Attendance and involvement in church services and church activities during the week at an affiliate (home) church is required. A student can expect Inquiries on your church involvement and activities to be made to your leadership within the term.

The fruit of the Spirit described in Galatians 5 is to be as much a part of the believer's life as the gifts of the Spirit. Christian character is of utmost importance at RIU. We believe it is the responsibility of every student enrolled at RIU to live an exemplary life. It is expected that students will avoid practices and forms of entertainment that are detrimental to their personal growth in the Lord.

STUDENT INFORMATION

CODE OF HONOR

The Code of Honor is the central criterion of conduct for all who are a part of the RIU community. It is a concept of personal honor based on the principles of integrity, common sense, reverence for God, esteem for man and respect for social and spiritual laws. It is assumed that a student deemed worthy of admission to RIU already exemplifies these integral facets of the Christian character.

In accepting and following the Code of Honor, students accept responsibility and discipline, which will enhance their moral and spiritual growth. Such qualities should be an inherent part of the ethical code held by an educated individual. In addition, students are protecting and preserving their own reputation, as well as that of the RIU family.

In signing this Code of Honor, you fully recognize that River Impact University was founded to be and is committed to being a Christian ministry and that it offers a lifestyle of commitment to Jesus Christ as personal Savior and Lord and as an integral part of its evangelistic outreach. It is therefore your personal commitment to be a person of integrity in attitude and respect for what River Impact University is in its calling to be a Christian institution. The following is your personal pledge:

1. I PLEDGE to apply myself wholeheartedly to my intellectual pursuits and talents and to use the full power of my mind for the glory of God.
2. I PLEDGE to grow in my spirit in developing my own relationship with God.
3. I PLEDGE to cultivate good relationships socially with others and to seek to love others as I love myself. I will not lie. I will not steal. I will not curse. I will not be a talebearer. I will not cheat or plagiarize. I will do my own academic work and will not inappropriately collaborate with other students on assignments or exams.
4. I PLEDGE to keep my total being under subjection from all immoral and illegal acts and habits. To this end I will not take any illegal or mind-altering drugs; I will not commit illicit sexual acts, fornication, or adultery, including homosexual behavior; I will not engage in recreational drinking or drug abuse; I will not use tobacco or vape. These personal choices are suspended in order to keep one another from moral failure. I will not engage in other behavior that is contrary to the rules and regulations listed in the RIU student handbook.
5. I PLEDGE to maintain an integrity of 'openness' to God's claims on my life and to do my utmost to know and follow His will for my life.
6. I PLEDGE to attend courses and all required applied courses and events at an affiliate (home) church.
7. I UNDERSTAND that at River Impact University we endeavor to make God our passion, not our preference. In this spirit, I will set my heart on exemplifying Christian behavior.
8. I PLEDGE to abide by the rules and regulations that may from time to time be adopted by the RIU administration. I understand that RIU is a private membership school, and I therefore have no vested rights in the governing of the school. I accept my attendance at RIU as a PRIVILEGE and NOT a right and that RIU reserves the right to require the withdrawal of a student at any time if in the judgment of the Deans of the University, of the President of RIU, or of the Board of Regents/Trustees when such action is deemed necessary to safeguard RIU's ideals of scholarship or the spiritual and moral atmosphere of it as a Christian organization.

Each student is required to sign the Code of Honor to remain enrolled at RIU. This signed statement will affirm that students 1) must maintain RIU standards in order to remain a part of the school, 2) violations will be addressed and recorded in the student file, and 3) consequences may include a path of correction, suspension or termination of educational services.

EMPLOYMENT

RIU conducts classes online so that students may work. We realize that some students may be able to attend without having a job to support themselves. This, however, does not apply to the majority of students. RIU strongly recommends that every student work to help with the finances to pay tuition and other expenses while enrolled in courses.

Students are responsible for securing their own employment. Please do not submit your resume to RIU or an affiliate (home) church unless requested.

RIU enrollment is considered full-time when taking four courses per term. Students should arrange their work schedules to ensure that they can meet RIU applied course requirements.

ADDRESS/TELEPHONE CHANGES

It is very important that the RIU Office of Student Administrative Services have a current address, email and phone number on file. Students should notify the administrative office of any changes by completing a change of Information form available on the student area of the RIU website.