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Welcome!
Thank you for your interest in the Wildwood College of Health Evangelism! We have prepared this handbook to help you become familiar with our training programs as well as the privileges and responsibilities inherent to students as members of the Wildwood community. Wildwood is known for providing an atmosphere that encourages spiritual growth through the support of our faculty, staff, and students; we are united in seeking a deeper relationship with our Creator and in helping others find the more abundant life God has provided.

If you have further questions after going through this handbook, please do not hesitate to email, call, or visit us. We look forward to hearing from you!

Mission Statement
The Wildwood College of Health Evangelism exists to train and empower self-sustaining medical missionaries committed to a life of service that transforms their communities and the world.

Historical Sketch
In January of 1942, a self-supporting evangelistic team of medical missionaries moved to a 500-acre farm nestled in the beautiful hills of northwest Georgia and southern Tennessee. Wildwood Sanitarium Incorporated was chartered as a non-profit association to carry on medical missionary work and training around the world in harmony with the principles of the Seventh-day Adventist Church.

For over seventy years, the Lord has supplied means, materials, and personnel as needed. Teachers, students, workers, nurses, and physicians have faithfully shared in making the envisioned plan a reality. God has blessed our determination to provide a place outside the city where the sick can come to find healing and to learn principles of health and salvation and to train hundreds of medical missionaries who can go out to carry the work forth.

We thank God for His Providential Hand! Today, our workers and students experience campus life in the midst of natural beauty while learning Christian principles of life and health as revealed in God’s Word and how to lead others to the Source of all blessings.

What is Medical Missionary Work?
“Medical missionary work brings to humanity the gospel of release from suffering. It is the pioneer work of the gospel. It is the gospel practiced, the compassion of Christ revealed. Of this work there is great need, and the world is open for it. God grant that the importance of medical missionary work shall be understood, and that new fields may be immediately entered. Then will the work of the ministry be after the Lord’s order; the sick will be healed, and poor, suffering humanity will be blessed.” CCh 309.5

“Medical missionary work is the right hand of the gospel. It is necessary to the advancement of the cause of God. As through it men and women are led to see the importance of right habits of living, the saving power of the truth will be made known. Every city is to be entered by workers trained to do medical missionary work.” 7T, 59.
“Workers - gospel medical missionaries - are needed now. You cannot afford to spend years in preparation. Soon doors now open to the truth will be forever closed.” 9T, 171-172.

“Medical missionary work is the pioneer work. It is to be connected with the gospel ministry. It is the gospel in practice, the gospel practically carried out. I have been made so sorry to see that our people have not taken hold of this work as they should....” CH, 532.

“The medical missionary work is the gospel in practice. All lines of work are to be harmoniously blended in giving the invitation: ‘Come; for all things are now ready.’” 8T, 77.

“A body without hands is useless. In giving honor to the body, honor must also be given to the helping hands, which are agencies of such importance that without them the body can do nothing. Therefore the body which treats indifferently the right hand, refusing its aid, is able to accomplish nothing.” MM, 238.

“Medical missionary work is the right hand of the gospel.” 7T, 59.

“Sanitarium work is one of the most successful means of reaching all classes of people. Our sanitariums are the right hand of the gospel” CH, 392.

“God desires His people to bind medical missionary work up with the work of the third angel’s message. This is the work that will restore the moral image of God.” MM, 160.

“In new fields no work is so successful as medical missionary work. If our ministers would work earnestly to obtain an education in medical missionary lines, they would be far better fitted to do the work Christ did as a medical missionary. By diligent study and practice they can become so well acquainted with the principles of health reform that wherever they go they will be great blessing to the people they meet.” MM, 239.

“We have come to a time when every member of the church should take hold of medical missionary work.” 7T, 62.
HEALTH EVANGELISM COURSE

The Health Evangelism training seeks to lay a solid foundation in medical missionary work by preparing students to minister to people’s needs in order to reach their hearts.

Opportunities
A successful completion of this course qualifies you to work with supporting ministries worldwide that are affiliated with Outpost Centers International (OCI) and/or the Lay Institute for Global Health Training (LIGHT).1

- Work as a Health Evangelist for a local church
- Be a self-employed health educator
- Teach in medical missionary schools
- Serve as a medical missionary in projects around the world

Completing this course also serves as a prerequisite for obtaining advanced training in Ministry Management or Lifestyle Counseling at Wildwood.

Course Description
The Health Evangelism course is an intensive six-month program designed to give individuals an understanding of God’s methods in the treatment of the sick, while at the same time preparing the student to share the truths of the gospel. Students are given instruction in preventive medicine, natural remedies, Bible, Spirit of Prophecy, and other aspects of God’s healing way.

Curriculum

PERSONAL EVANGELISM
Learn how to follow Christ’s method of mingling with people, winning their confidence, meeting their needs, and then sharing your faith during this practical course on Personal Evangelism. This course seeks to demonstrate how to do connected evangelism using health as the entering wedge. Fieldwork includes door-to-door work offering health screenings; lifestyle coaching; providing hydrotherapy treatments, relaxation massages, cooking instruction and Bible studies as needed.

LIFESTYLE COACHING
Learn how to establish supportive trust relationships with others and to practice core coaching skills that will help them identify their values and desires, transform them into action, and maintain lasting change over time as a way of meeting their needs and pointing them to Christ. In this class students will find an avenue to put the health and spiritual knowledge acquired throughout the Health Evangelism Course into practice through a personal relationship with others.

OUTREACH
Ministry opportunities are always available. This enriching part of our training is its practical component and is therefore also mandatory. Students participate in different outreach activities on a weekly basis.

1 Visit www.ociministries.org and www.lightingtheworld.org
HEALTH EXPOS
Learn how to use Health Expos to establish a health based outreach program in your local community. Class content includes instruction on how to prepare for, set up and run successful Health Expos. (Requirements include participating in various community health expos.

HEALTH TALKS/PUBLIC SPEAKING
Learn how to prepare brief health talks and to present them in a way that will be interesting and informative to the public. Students also have the opportunity to prepare and deliver a short talk to teenagers of the public school system of Chattanooga.

COOKING CLASS
Learn cooking tips and techniques as you prepare and sample plant-based recipes in this hands-on cooking class.

GOD’S HEALING PROGRAM
This class surveys God’s original plan for mankind, how sin corrupted it, and the Heavenly plan for restoration of body, mind, and spirit. Learn to distinguish between true and false remedies from both revelation and science.

APPLIED PHYSIOLOGY I
This class will give you an overview of the various systems of the body -- how they work, what hinders them, and what increases their health and efficiency. The aim is to give students an appreciation for the creative power and wisdom of God, and a basic working knowledge of the human body.

MISSION MEDICINE
Learn and practice basic patient care routines to be used in a mission field or home setting. Learn about vital signs, how to handle emergency situations, wound care, cleanliness, medications vs. herbs, and infection control.

HERBS
This class gives insight into the use of herbs as preventatives and cures for various ailments - from the common cold to serious disorders. You will also learn how to make herbal remedies in the form of tinctures, salves, syrups and lozenges.

DISEASE & TREATMENT I
Here you will have the opportunity to go over different prevalent diseases, their causes, cures, and prevention. Topics covered include allergies, gastrointestinal disorders, cancer, cardiovascular diseases, diabetes, hypertension and AIDS among others.

HYDROTHERAPY
This class seeks to explain the physiology behind hydrotherapy and to provide students with ample practice in administering simple yet effective water treatments. Class content includes step-by-step instructions as well as indications and contraindications of specific treatments.
MASSAGE
Learn about the art of massage and its healthful effect on the body. Study basic anatomy as essential to it, its benefits, contraindications, and basic techniques. During this class students learn to show care through massage and receive instruction on how to apply the foundational Swedish massage modality.

MENTAL HEALTH
This class provides a Christian perspective of psychology and the health mechanism of the mind. Learn about effective interpersonal communication and how to resolve conflicts. The emphasis is on forgiveness, depression, and disorders resulting from brain malfunctions.

NUTRITION
Here you will study the physiological requirements of the body and the functions of proteins, carbohydrates, lipids, the major vitamins and minerals. The focus will be on how to achieve a nutritionally balanced diet that helps perfect development and maintenance of body, mind and soul.

CHRISTIAN LIVING
This class uses the Bible and Spirit of Prophecy to reveal God’s plan for a happy growing walk with Him, and exposes the devices that Satan uses to weaken God’s people especially in these last days. Practical topics for study and discussion include: the prayer life, how to know God’s will, how to study the Bible, recreation, social life, music and worship, diet, dress, and stewardship.

CHRISTIAN HOME
This class provides a thorough discussion of the principles revealed in the Bible and Spirit of Prophecy regarding steps toward courtship, marriage, and a happy home.

SELF-SUPPORTING WORK
Study the comprehensive blueprint of our calling as individuals and as a remnant people of how to strategically finish the work of God in this generation, how self-supporting work plays a significant role in the completion of this task, and what the real understanding is of every church member being called to be a (medical) missionary.

TRUE EDUCATION
Discuss God’s plan of education, see its preservation throughout history and contrast it with the world’s system of education. Discover the dynamic relationship of education and redemption while illustrating means by which Christian principles may pervade every facet of education.

CHRISTIAN ADMINISTRATION
Here you will about God’s way of Government and Servant Leadership and how that affects the way you should take decisions and deal with others.

YOUR LIFE CALLING
Identify the steps in finding the will of God at every moment. Write a personal mission statement and a personal life plan based on the Bible and Spirit of Prophecy.
PROPHETIC GUIDANCE
During this class you will study the role of the gift of prophecy as culminated in the life and ministry of Ellen G. White. Emphasis will be given on her role in the development of the Seventh-day Adventist Church and the miracles that testify to her work.

PLAN OF SALVATION
This course is designed to develop the true principles of Christ in the life of the students and to prepare them to lead others to the Kingdom through the ministry of the Holy Spirit.

SANCTUARY STUDIES
Study about the importance and uniqueness of the Sanctuary Message to the Seventh-day Adventist Church. Review the role of Christ in the Sanctuary and how it applies to Christian life today.

DANIEL
Here you will go through a careful study of the prophetic book of Daniel and its fulfillment in history with a special emphasis on the prophetic heritage that stands behind the origin and purpose of the Seventh-day Adventist Church. This class explores the prophecies that relate to current and soon coming events and draws out lessons that will help you to be ready for these last days.

LAST DAY EVENTS
Study the final events of earth’s history as disclosed in the book of Revelation. Learn how to live in light of where we are in the prophetic timeline.

GARDENING
Learn how to plant, nurture, cultivate, and harvest under the guidance of experienced farmers.

Certificates
Upon satisfactory completion of the Health Evangelism Course and having fully met the financial obligations, the student is awarded the following certificates:

1. Health Evangelism
2. Swedish Massage
3. Hydrotherapy

To obtain the Health Evangelism Certificate, the entire course must be satisfactorily completed.

For the Swedish Massage Certificate, the following classes must be satisfactorily completed:

1. Massage
2. Physiology

To obtain the Hydrotherapy Certificate:

1. Hydrotherapy
2. Physiology
3. All principle classes (Christian Living, Christian Home, God’s Healing Program, True Education, Self-Supporting Work, Christian Administration, Prophetic Guidance)

The following table summarizes the class requirements for each certificate granted:

<table>
<thead>
<tr>
<th>Certificate Granted</th>
<th>Principle Classes</th>
<th>Lifestyle Physiology</th>
<th>Swedish Massage</th>
<th>Hydrotherapy</th>
<th>All Other Classes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Evangelism</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Swedish Massage</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Hydrotherapy</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

**Qualifications for Enrollment**

Individuals dedicated to serving the Lord as Medical Missionaries are invited to apply. Applicants should:

1. Have a high school diploma or its equivalent.
2. Be 18 years of age or older.
3. Have a good command of the English language.

**Grading System**

Since education is broader than just academic achievements, student scores will be based upon dorm evaluations, work evaluations, director’s evaluations, written homework, written and practical exams, overall participation, attendance, demonstration of practical skills and technical proficiency. Grade reports are issued at the end of each course and overall GPA at the end of the program. Any corrections and grade changes must be made within two weeks of the date when grades are issued; all grades become final after this date. Students who fail to pass a class will have the option of repeating it online (fees may apply); the higher grade will be used. The Grading Scale is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0 (100 - 93%)</td>
<td>2.3 (79 - 77%)</td>
</tr>
<tr>
<td>A-</td>
<td>3.7 (92 - 90%)</td>
<td>2.0 (76 - 73%)</td>
</tr>
<tr>
<td>B+</td>
<td>3.3 (89 - 87%)</td>
<td>1.7 (72 - 70%)</td>
</tr>
<tr>
<td>B</td>
<td>3.0 (86 - 83%)</td>
<td>0.0 (69 or less%)</td>
</tr>
<tr>
<td>A</td>
<td>4.0 (100 - 93%)</td>
<td>2.3 (79 - 77%)</td>
</tr>
<tr>
<td>B-</td>
<td>2.7 (82 - 80%)</td>
<td>0 points</td>
</tr>
</tbody>
</table>

**Attendance Policy**

Students are expected to be on time and to maintain regular attendance and class participation. Three tardies will equal one unexcused absence. A lack of attentiveness may also be considered an absence. Students who miss more than 10% of class time (unexcused) will be assigned a failing grade.

**Satisfactory Progress**

The academic progress of each student will be monitored throughout the course. Students are expected to maintain a ‘C’ (70%) average or higher for each class.
Classroom Policies

1. Students are expected to be present and on time for all classes and outreach activities (see attendance policy).
2. The use of electronic devices is dependent on the indication of the teacher, with the understanding that it is allowed for class purposes only.
3. No food or beverages other than water are allowed in the classrooms. Eating inside the Education Building is to be limited to the Student Cafeteria. Picnic tables are also available for those who prefer to eat outdoors.
4. Please keep the classroom neat and clean. Personal belongings are not to be left behind in the classrooms, as these will be removed daily.
5. Since proper dress helps create an atmosphere for learning, students are expected to attend class with appropriate clothing; jeans, T-shirts, shorts and flip-flops are not allowed.

FINANCES

Application Fee
A non-refundable $50 application fee is to be submitted by all applicants along with their online application. Upon acceptance, foreign applicants will be required to pay a $50 visa-processing fee.

Program Costs
The costs of the Health Evangelism Program are as follow:

<table>
<thead>
<tr>
<th>Cost</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$3,400</td>
</tr>
<tr>
<td>Room &amp; Board Deposit (refundable)</td>
<td>200</td>
</tr>
<tr>
<td>Evangelism Fee</td>
<td>200</td>
</tr>
<tr>
<td>Class materials (estimated)</td>
<td>250</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$4,050</strong></td>
</tr>
</tbody>
</table>

* These costs do not include Room & Board.

Payment Schedule

- Two weeks after acceptance:

<table>
<thead>
<tr>
<th>Payment</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>10% Tuition Down Payment (non-refundable)</td>
<td>$340</td>
</tr>
<tr>
<td>Room &amp; Board Deposit*</td>
<td>200</td>
</tr>
<tr>
<td>Evangelism Fee</td>
<td>200</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$740</strong></td>
</tr>
</tbody>
</table>

*The Room & Board Deposit is fully refundable at the end of the program given that all financial responsibilities are taken care of and no damage has been done to school property.
• Upon arrival:

Tuition Balance $3,060

Class materials can be purchased as needed.

**Room & Board**

All students living on campus are expected to work 14 hours/week\(^2\) in order to cover their room and board costs. Students who remain off campus for five days or more will not be charged for food if they notify the Education Office of their absence by filling out a Student Leave Form prior to their absence.

**Refund Policy**

All cancellations must be made in writing and sent or delivered to the School Registrar. Please note that the 10% tuition down payment is non-refundable. Refunds requested after the program has started will receive a 50% refund of tuition if submitted within 30 calendar days after the first day of class. The Evangelism fee is fully refundable within 30 days after the first day of class. All funds are non-refundable after 30 days.

**Work Scholarship Program**

A limited number of students are regularly accepted on the Work Scholarship Plan.

Tuition for this program is $3500, half of which is worked off in 6 months at 40 hours/week prior to entering the six-month Health Evangelism Course. It is then matched by Wildwood from the scholarship fund to complete the full payment.

The following fees are due two weeks after acceptance:

- $350 down-payment (10% of tuition)
- $200 deposit (for room and board)
- $200 evangelism fee

The scholarship will be applied to the student’s tuition at the beginning of their in-class semester.

**Work Scholarship Refund Policy**

If for unforeseen and unavoidable circumstances work scholarship students are unable to begin the program they have worked for on the corresponding semester, the acquired credit can be used for the following semester, transferred to another student’s account, used in any Wildwood service or product, or refunded. Since work scholarship students attend the first class period of the day, a $750 fee for these classes will be deducted from all work scholarship accounts. Credit that is not used after one calendar year is forfeited.

**Other Expenses**

Students may also participate in other activities and outings that may involve additional costs. Such activities may include camping trips, visits to other institutions, class trips, etc.

\(^2\) These hours are based on a compensation rate of $3/hour. Please read under the heading ‘Compensation’ for more information.
Discounts (Student ID)
ID cards are to be worn during class and work time and at the campus businesses in order to receive the following discounts:
- Wildwood Country Store & Book Store- 10% off
- Herb Shop- 15% off
- Hospital- 25% off

Purchases are not to be made for anyone else at discounted prices. Failure to honor this will result in loss of discount privilege.

WORK POLICY
One of the areas where character is developed best is in practical employment; work is therefore considered one of the most important parts of our training.

Work assignments are made by the Personnel Director, and are given on the basis of:
1. The specific needs of the institution
2. The individual’s previous expertise
3. The individual’s interests

Work Evaluations
Students’ work is evaluated on a monthly basis by their work supervisors using a standardized Work Evaluation Form. (This form is located on the monthly Student Timesheet). Work Supervisors will also counsel with the students on areas that may need improvement.

Differences in work performance are normal among students; however, a student whose work performance grows consistently worse will be asked to leave campus and will be given the option of continuing the course online.

Compensation
When students begin working in a department they are compensated at a rate of $2.75/hour for the first month. If the student works well and receives a good work evaluation (average score being a rating of 1.75 on a scale of 1 to 3) the work supervisor will increase their compensation rate to $3/hour after the first 30 days. If the student performs outstandingly (rating of 2.75 or higher), the work supervisor will increase their compensation to $3.25/hour after the first 60 days.

Timesheets
Students are responsible for keeping track of their work hours in a monthly Student Timesheet. These must be signed by the students’ Work Supervisor and be submitted to the Accounting Department at the end of each month; Timesheets that are not submitted by the fifth business day of the following month will incur a $3 late fee for each business day it is late.
STUDENT GUIDELINES

Dress Code & Relationships

1. Understanding that proper dress helps in our personal witness for Christ, we ask that all staff and students give due attention, prayer and study to this subject and seek to wear that which shuns immodest fashions, choosing rather that which is simple, modest, neat, clean, attractive, sensible and practical, giving due attention to dress in a way that is current to the times and using colors that are complimentary or matching.

2. Sleeveless, cap sleeves or low-necked tops, and clinging or see through material are not to be worn by men or women.

3. Women are expected to wear dresses or skirts at all times. All dresses or skirts must fall well below the knee whether the wearer is standing or seated. Slits in dresses will only be acceptable if the slit is also well below the knee whether the wearer is standing or seated and if the dress is loose fitting.

4. If women wish to wear slacks they must be worn under a proper length dress when in public. Note: It would be best to have slacks and dress color coordinated. Culottes are permitted if they are feminine in appearance, loose fitting, have the general appearance of a skirt and meet #2, but are not to be worn in any Wildwood business, in class, or at church services.

5. Men can wear shorts if they go below the knee when the wearer is seated, and are not to be worn in any Wildwood business, in class, or at church services.

6. The wearing of a wedding ring or any other type of jewelry is not acceptable. This does not include tie tacks or broaches.

7. Generally speaking, make-up is not to be worn aside from any deemed necessary for corrective measures.

8. There are to be no courtships or special friendships between men and women during the program. If you are already in a relationship, an experienced counselor will be assigned to you by the Director of Education. We ask that you abide by the standards and principles given in regards to courtship while taking the course.

If you cannot afford to change your wardrobe to meet these standards for financial reasons, please talk to one of the deans or another school leader. These principles of dress and courtships will be further explained during the Christian Living and Christian Home classes.

Disciplinary Procedure

In an effort to bring about a positive learning experience, a student’s failure to abide by the policies described in this handbook will be addressed as follows:

1. First, a minimum of two verbal warnings will be given when deemed necessary;

2. If verbal warnings are unheeded, a written warning will follow;

3. If behavior persists, the case will be taken to Education Committee to recommend a final decision to the institution’s Executive Committee.

Depending on the gravity of the case this procedure can be omitted and the Executive Committee can take immediate action. Wildwood College of Health Evangelism reserves the right to dismiss any student, without a refund, who consistently fails to comply with the institution’s rules.
Church Attendance
Students are assigned to different area churches at the beginning of each semester in order to fulfill their outreach goals. Attendance to all Friday Night Vespers at the Wildwood Chapel and to the regular Sabbath morning services at their assigned churches is required of all students. Students are allowed to miss up to one vespers a month with a valid excuse.

Sabbath Ministry
Campus industries are closed during Sabbath hours. However, because of the necessity of maintaining service during the Sabbath hours at the institution’s cafeteria, lifestyle center and hospital, both staff and students are required to participate in this special ministry. This helps relieve those who serve in those departments during the week and need suitable periodic relief from their duties. Jesus Himself lived among men “as He that served,” and indicated it was lawful to do well on the Sabbath.

The personnel office prepares a monthly schedule in which staff and students serve usually one weekend per month in some capacity for a portion of Friday afternoon or during the Sabbath hours. When assigned to a “Sabbath Ministry” in the lifestyle center or hospital, you will receive a copy of that month’s Sabbath Ministry schedule; a notice listing those on duty at the Student Cafeteria will be posted by the cafeteria entrance at the end of each week. Please be attentive and faithful to this ministry. If you do not know how to perform your duty, please check with the department supervisor a day or two ahead of time so you can be trained appropriately.

Finding someone to switch ministry dates with is appropriate given that the supervisor of the given department is notified. Failure to fulfill your assigned Sabbath Ministry or to find a reliable replacement will result in a $20 fine and a reassignment of the missed duty.

DORMITORY

Dorm Policies
1. Deans are responsible for the student life at the dorms and student Resident Assistants are assigned to help them. It is mandatory for all students to respect the authority of the dean and the resident assistants.
2. All rooms are expected to be clean and orderly. Roommates share equal responsibility for the care and condition of their rooms and furnishings.
3. Daily assigned chores and Sabbath preparations should be done conscientiously.
4. Attendance is required at dormitory meetings as scheduled by the dean.
5. No visitors of the opposite sex are allowed in dormitory rooms, and must leave the dormitory visiting area by 8:30 P.M.
6. Students must be in the dormitory by 9:00 PM except when on work duty. “Lights out” and “quiet time” starts at 9:30 PM. No phone calls are allowed after 9:30 PM, except in case of an emergency. On Friday and Saturday night curfew changes to 9:30 PM and “lights out” and “quiet time” to 10:00 PM.
7. Visitors may visit and/or sleep in the dormitory with the dean’s authorization. Fees are as follow:
   a. One person staying in a Guest Room $20/night.
   b. Two persons staying in a Guest Room, it’s $35/night (+$10/night per additional child).
c. Visitor staying in a student’s room, $10/night.
d. Visitor staying in a student’s room providing their own bedding, $5/night.

8. Students are to notify their dean when going off campus.
9. Overnight/weekend leaves must be approved by the appropriate dean and course coordinator. (Leave Forms must be completed).
10. Televisions are not allowed in the dormitory rooms and spiritual discernment is expected to be used in the use of any audio/video equipment.
11. A vegetarian diet is to be observed in the dormitory kitchen. There is to be no kitchen activity after 8:30 PM.
12. No pets are allowed.
13. Students will be given a key to lock their room for a $5 deposit. This deposit will be given back to the student once the key is returned at the end of the course.
14. As a part of the educational experience there will be required dorm worships as indicated by the dean.
15. Wireless Internet is available at the dorms from 4:00 AM until 10:30 PM during weekdays and on weekends.

Dorm Evaluations
Dorm Evaluations will be completed each month by the dean and should be signed by both the student and dean. If a student’s performance in any area of the evaluation is consistently low, he/she will be addressed and counseled with by the dean and/or the course coordinator. If after three months a student’s performance has continued to decline, he/she will be asked to leave the dorm and will be given the option to continue the program through the online school.

Laundry
Laundry facilities are available for students to use for free in their different dormitories. Students are to provide their own laundry detergent, fabric softener, dryer sheets, etc. as needed. Washers and dryers are not to be used during Sabbath hours (sundown Friday until sundown Saturday).

CAFETERIA

Excellent plant-based breakfast and lunch are served in the Student Cafeteria seven days a week. Since we are unable to provide accommodations for special dietary needs or preferences, we ask that all students plan accordingly.

Cafeteria Rules
1. The Student Cafeteria is open for breakfast at 7:00 AM on weekdays and 7:30 AM on weekends. No food is served past 30 minutes after the opening time. The Cafeteria will close at 7:50 AM.
2. Lunch is served at 1:00 PM; second helpings are served starting at 1:30 PM. Lunch will not be served past 1:45 PM. The Cafeteria will close at 2:00 PM.
3. New plates are required for second helpings to help prevent the spreading of germs.
4. Only authorized kitchen staff are allowed in the kitchen areas at all times.
Visitor Meals
1. Adults: $7.00
2. Children under 12 - $3.50 / meal
3. Workers: $3.50 / meal

HOSPITAL AND LIFESTYLE CENTER

The Lifestyle Center is the private home of the guests while they spend their time on campus. Their rights to quietness and privacy should be sacredly respected.

Clinic
Students are welcome to make appointments by calling the clinic staff. Students should have their own medical insurance and after the insurance payments are used, Wildwood will grant a 25% discount on services performed by Wildwood.

Children
Children are not to be allowed to wander in the Lifestyle Center or Hospital.

Hydrotherapy
All Hydrotherapy treatments must have a doctor’s order. If the treatment is done during working hours, the student will be charged and a 25% discount allowed. If the treatment is done after working hours the treatment will be at no cost. You are encouraged to bring your own towels and linen, and to clean up after yourself leaving the facility ready to be used by guests and patients.

Laundry
Laundry facilities are available for students to use in their own dormitories. The hospital laundry is reserved for Lifestyle guests and Hospital use.

Literature
The literature placed in the Lifestyle Center public areas is reserved for Lifestyle Guests.

Parlor & Spa
The spa and the parlor area are not open for student use. Students must request permission from the Hospital Administrator before using these facilities.

RECREATION

Lake Edna
Swimming and canoeing in Lake Edna are allowed at the student’s own risk, under the following conditions:
1. To ensure safety, students are not allowed to engage in any lakeside activity alone.
2. Life jackets are to be worn by those who cannot swim and by weak swimmers when they are in the water or in a boat.
3. Men and women are not allowed to swim at the same time with the exception of families.
4. No fishing is allowed in the lake.

Camping
Campouts allow a special time of fellowship with others, God and nature. In-class students will have the opportunity to participate in a school organized camping trip at least once a semester. Please bear in mind that school guidelines also apply during recreational trips.

MISCELLANEOUS

Wildwood Chorale and Wildwood Bell Choir
Both the Wildwood Chorale and the Wildwood Bell Choir have had the privilege of performing at various local conferences, Adventist and non-Adventist churches, academies, etc. Students are highly encouraged to join these, especially as music is an important part of educational development.

Education Parking Lot
The Education Building parking lot is reserved for staff and off-campus students only.

Library
The library is located on the third floor of the Education Building and is available to both staff and students during the following hours: Monday through Thursday from 8:00 AM to 6 PM and Fridays from 8:00 AM to 1:00 PM. Please note that the use of library books, magazines and other resources is to be limited to the library and classroom areas; no library items are to be removed. In order to maintain order, please do not leave your personal belongings behind in the library.

Printer Use
A printer is available for student use in the Library. Printing costs for documents other than homework and timesheets are as follow:
- Black & White - $0.05 per sheet one side / two sides - $0.08
- Color - $0.20 per sheet / two sides - $0.25

Mail
Mail is delivered daily from the local post office to the Wildwood Campus. The telephone operator will notify students if they have received a package; letters and cards will be delivered to the different dormitories.

Wildwood’s mailing address is: 435 Lifestyle Lane, Wildwood, GA 30757-0129

Telephone
The telephones on the Wildwood campus are inside lines and cannot be used to call long distance except with a pre-paid phone card. Phone cards for all countries are available at the Wildwood Country Store. To use the phone system, dial 9 to call an outside line and then follow the directions on your card.
Van Policy
School vehicles are to be used for educational purposes only unless special permission has been granted by school personnel. In such cases, the use of the vehicles will be at the student’s own risk and expense as follows: $0.45/mile for small vehicles and $0.55 for large ones. Inter-departmental van use is at $0.35/mile. The student is liable to pay either the cost of repair or the insurance deductible (whichever is less) if a vehicle sustains damage.

To ensure safety, only students who have a valid drivers license and have received express authorization from school personnel are allowed to drive these vehicles.