

# **EUCON INTERNATIONAL COLLEGE STUDENT HANDBOOK**

## **NOTE FROM THE PRESIDENT**



Dear Prospective Student:

Allow me to personally thank you for joining us in our unique family. In providing a quality education, our ultimate purpose is to transform students into the likeness of Christ in God so that they will become witnesses of God and His Son.

The Bible is only one solid foundation for education because God's Word is the sole standard of absolute truth. Thus, the necessity and value of all courses, subjects, and lessons in our school will be substantiated by the Scriptures. Since God is the Source of all truth, He has revealed Himself in three ways, namely, the Living Word--the Personal revelation, the Word of God—the Written revelation, and the Nature--the General revelation. Hence,

the Revelation of God is the heart of the educational curriculum of our school.

In our school, we emphasize holiness and godly walk with God daily. Thus, we expect our school family members to do every thing for the glory of God. In addition, we also expect our people to obey **God's Word**, follow **God's Will**, and do **God's Works** in **God's Way**. Moreover, we want our people to "**Think what Christ would think; do what Christ would do; say what Christ would say; and be what Christ would be.**"

God bless you.

In His mercy and grace,

A handwritten signature in black ink, appearing to read "Christian Wei".

Christian Wei, Ph.D.; Ed.D.  
President

## STATEMENT OF FAITH

### **THIS WE BELIEVE**

The Bible (both the Old and New Testaments) is the verbally inspired Word of God, inerrant in its original writings, and is the supreme and final authority in faith and practice.

There is one God, eternally existing in three persons: Father, Son, and Holy Ghost.

Jesus Christ was begotten by the Holy Spirit and was born of the virgin Mary and is just as truly God as he is truly man.

Man, the universe, and all things in the universe were created by the direct act of God in six literal days. Man was created in the image of God, but he sinned and thereby incurred not only physical death but also spiritual death which is separation from God. Man is born with a sinful nature and therefore is a sinner in thought, word, and deed.

The Lord Jesus Christ died for man's sins according to the Scriptures as a representative and substitutionary sacrifice and all who believe in Him are justified on the grounds of His shed blood.

All that receive Jesus Christ by faith alone without any works nor personal merit are born again of the Holy Spirit and thereby become children of God. God is the spiritual Father only of those who trust Christ as Savior and only those who trust Christ are spiritual brothers.

The Lord Jesus Christ not only died but rose from the dead, ascended into Heaven, and is now interceding on the behalf of believers as their high priest and advocate. He is the Head of the Church and Lord of the individual believer.

The Holy Spirit dwells within the believer guiding him into all truth and convicting him of sin.

The Lord Jesus will return to catch away all believers dead and living and that return is personal, premillennial, and imminent.

Heaven and hell are literal places. Those who believe in Christ will one day enter that eternal place of rest called heaven. All those who reject Christ will spend eternity in hell which is the eternal place of judgment where the flames are never quenched and the soul never dies but forever lives in agony and torment.

God's children should be separated from sin, the world, false teachers, and disobedient brothers. It is the responsibility of every Christian to evangelize the lost throughout the world.

## **GENERAL RULES AND DRESS CODE POLICIES**

### **EXPLANATION AND EXPECTATIONS**

Eucon International School is not a remedial school for the unruly. Such students need special care in a specialized situation. Truly good behavior cannot be legislated. Nevertheless, to safeguard the reputation of our school, its students, and our supporters, the following standards have been formulated.

Rules and regulations do not promote godliness. No child will become a Christian because he conforms to external restrictions imposed upon him. The heart's desire to obey must come from the Lord. The law was not given to make men righteous. Rules and regulations serve only one purpose ----to facilitate discipline and order.

Eucon International School desires to see students saved which is the only way of permanently changing a person's outward behavior and attitude. Though we try to keep rules to a minimum, rules are necessary to assure a uniform atmosphere within the school. Good behavior must come from the heart. However, the following rules, regulations, and expectations are expected to be strictly observed

The following rules have been established by the school board and are enforced by the administrator, faculty, and staff. Any parent having questions about the rules or regulations is free to contact the administrator for an in-depth explanation of the purpose behind them. You will find, however, that each of our rules and regulations is firmly rooted in some Biblical principle.

### **CARE OF PROPERTY**

Eucon International School of Saipan belongs to the Lord. In order to maintain a good testimony, the buildings, equipment, furniture, play areas, etc. need to be well and properly cared for. Willful damage or destruction of school property will not be tolerated. Practical jokes involving school property are in poor taste and offenders will be dealt with accordingly.

Sitting on desks, carving on or defacing desks, writing on desks, walls, buildings, etc., throwing things, littering, chewing gum, eating in

undesigned areas, and vandalism are never permitted.

Students, who disfigure property, break windows, or do other damage to school property or equipment will be required to pay for the damage done or replace the item in question in addition to being disciplined. Whether the damage is intentional or accidental it will still be the student's responsibility.

Students are expected to do their part in keeping the property neat by picking up litter and making sure that damage is reported immediately.

### **ARTICLES PROHIBITED**

Cigarettes, alcoholic beverages, narcotics, any drugs or medicines not prescribed by a doctor for that particular student, knives, guns, martial arts weapons (unless supervised by the martial arts teacher), and explosives of any kind are not permitted on school grounds.

Gum should never be brought to school for any reason. Radios, tape players and tapes, CD players and CD's, cellular phones, inappropriate books and magazines are not permitted on school grounds.

### **ATTITUDE, DEPARTMENT, & CONDUCT OF THE STUDENT**

1. Students at Eucon International School are expected to comply with the rules and NOT complain or stir up discontent among fellow students.
2. Students are ***always*** to show respect to adults. Prompt and cheerful obedience is expected.
3. Students are not to argue, manifest a hateful disposition, or make a "wise-crack" when corrected by the administrator, a teacher, staff member, or any other personnel. If a student has a question about a teacher's action, he should personally and politely arrange to talk to that teacher alone during a free time or after school. Threats against a teacher whether physical, verbal, or legal will not be tolerated.
4. No administrator, teacher, or staff member should ever be addressed by his or her first or last name. They should always be addressed as Mr., Mrs., Miss, Ma'am or Sir.

5. Students are expected to refrain from swearing, using indecent language, lying, using tobacco in any form, drinking, using drugs, gambling, dancing, and renting/viewing violent or immoral videos on or off school property.
6. Rock or "rap" music of any type (including so called "Christian" rock) shall not be listened to at any time on or off school property. Students are not to play this kind of music on their car radios. Students shall refrain from singing, humming, or talking about rock and roll songs at school.
7. Students are expected to refrain from indecent, disorderly, or boisterous behavior on or off school property.
8. Students are to conduct themselves in an open, frank, and friendly manner. Courteous speech is stressed. Any type of harassment is not permitted. Allegations of harassment are to be reported to the administrator immediately.
9. Running in the hallways, shoving, yelling, rowdy behavior, or "horseplay" is inappropriate behavior and will not be allowed at any time.
10. Students and parents are to familiarize themselves with the daily schedule. Students are expected to be on time to school and on time to their classes.
11. Students are to respect the personal property of their teachers and fellow students. Borrowing or use of someone else's property without permission is unacceptable behavior.
12. Students are always to strive to maintain self control in their lives and in their relationships with teachers and fellow students.
13. Students are expected to obey and follow the rules of dress at all times.
14. Off bound limits shall be observed for all areas so designated. Being off the school grounds or away from class without a proper pass shall be considered off bounds. Being in a classroom during recess or lunch without supervision, shall not be permitted. For

students who drive to school, all cars are considered off bounds while that student is at school. All other areas will be announced during the first week of school.

### **DATING AND PHYSICAL CONTACT**

Proper Christian conduct with the opposite sex will be emphasized in the school. No holding of hands, arms around each other, or other physical contact between those of the opposite sex will be permitted on school grounds or any school function.

Any other physical contact, actions, or attitude between students that would be construed as inappropriate or undesirable with reference to the testimony of Eucon International School will not be allowed.

### **DRESS CODE AND STANDARDS**

Eucon International School believes it is necessary to dress appropriately and modestly at all times. Appropriate attire has a significant effect upon the attitude of the student and the atmosphere of the classroom. The school's firm belief is that Christian young people must dress and act differently than the world. In order for students to mature spiritually, the teaching of Biblical separation is a vital part of the school's program. Therefore, Eucon International School has a school uniform for all of its students in each grade.

School uniforms eliminate the competitive nature that is so prevalent in our society today. It also eliminates having to burden parents and school administration with the following questions as they pertain to each individual student.

1. Is it modest?
2. Does it call undue attention to itself?
3. Does it identify with an element of society that is contrary to God and the Gospel of Jesus Christ?
4. Does it properly differentiate between the sexes?

Please check with the school office for the cost of the school uniforms. As long as Eucon International School can keep its costs down and its inventory in good working order, we will not raise prices.

Eucon International School will notify parents in the summer as to when students will be measured for their uniforms, how they can be ordered, and when to pick them up. Parents may order as many uniforms as they want, but the school recommends at least two sets.

### ***FOOT ATTIRE***

Students are to wear casual or dress shoes to school. Tennis shoes may be worn if they are clean and not ragged. Boys are to wear both shoes and socks. Boys are not to wear sandals. Students are not to go barefoot nor wear thongs or flip-flops.

### ***JEWELRY***

Under no circumstances are boys to wear any jewelry of any sort. Boys are not to wear necklaces unless it is holding a medical tag. Girls should not wear any bells or other noise makers. Girls may wear pierced earrings but only one earring per ear, and no other jewelry is to be worn.

### ***GENERAL***

Hats, caps, gloves, and sunglasses may not be worn in the classroom. Hats and caps should not be worn backwards.

### ***GIRLS' DRESS CODE***

The length of the skirt must come one inch below the knee when the student is standing. This applies to all girls at Eucon International School, beginning with kindergarten.

Undergarments must be worn. T-Shirts are not to be worn under the blouse.

Each button of the blouse except the top button must be fastened during the school day.

Pants or slacks are not considered proper dress for girls at Eucon International School and may not be worn during school hours. The exception to this is noted below.

The Bible makes clear that a girl's hair should be long enough to distinguish her from a boy. No girl will be allowed at Eucon International



School whose hair is cut so short as to give the appearance of a boy. No faddish hair styles will be allowed on girls or boys.

Girls in sixth grade or below should not wear make up. Girls in seventh grade and above may wear make up, but it must be used moderately and modestly.

### ***BOYS' DRESS CODE***

Pants must be worn with a belt. No shorts are to be worn during the school day unless a special activity is taking place and prior permission has been granted.

Each button of the shirt must be fastened with the exception of the top button. Imprinted T-Shirts may not be worn under uniform shirts. Shirt tails are to be tucked in at all times. PE shirt is the only exception to this rule.

Boys' hair must not touch the collar and must be neatly trimmed in the back (blocked or tapered). It must not touch the ears and must be tapered above them. Bangs must not hang down into the eyes, but must be at least one and one half inches above the eyebrows. Sideburns are to be no longer than the top of the ear lobe. Boys are not to have "rat tails", "surfer" cuts, wigs, bleached or dyed hair, "punk" or faddish hair styles.

Boys are to be clean shaven with no beards or mustaches allowed.

### ***CASUAL DRESS CODE (used only for specially announced activities)***

During specially designated activities such as certain field trips, outings, or other announced events, the following dress code information should be noted and observed.

1. Girls may wear loose fitting slacks or culottes that come below the knee. Fashions must not have low necklines in the front or back. Girls are not to wear shorts, which are not according with the modesty standard at any time nor any skirt that comes above the knee. Tank tops and sleeveless shirts are not to be worn by girls at any time.
2. Boys may wear shorts that come to the knee. Tank tops and athletic shorts should not be worn except for all-male

- sports activities.
3. Shirts with writing or pictures on them should not be worn at any time during a school activity.
  4. Eucon school staff reserves the right to ask any student to go home or change if, in the estimation of the school, the outfit being worn does not comply with these standards.

### **DISCIPLINE POLICY**

At Eucon the administration, faculty, and staff are endeavoring to provide the student with the right kind of discipline which is conducive to learning. I Corinthians 14:40 states, "***Let all things be done decently and in order.***"

Without discipline there can be no order. Without order there can be no real learning. A well-disciplined school is a school where learning can take place with little distraction. Poor behavior, whether it be academic, social, spiritual, or behavioral, always has its consequences. A student should know what the consequences of poor behavior are. Each student must have the right kind of guidelines to ensure absolutes that will provide security in his life. WHEN A STUDENT KNOWS WHAT STANDARD OF CONDUCT IS REQUIRED, THE FEAR OF THE UNKNOWN CONSEQUENCES IS ELIMINATED AND A WHOLESOME SECURITY IS PROVIDED.

Each student and parent is required to read the school handbook and familiarize themselves with the procedures, expectations, policies, and rules of Eucon International School. No one should be unclear concerning what is expected of each student.

### **GENERAL INFORMATION**

Our discipline policy and standard of conduct is backed by a DEMERIT SYSTEM. A demerit is a slip which indicates that a student has been involved in unacceptable behavior or acted in a manner that is detrimental to a Christian's testimony. Simply put, he or she has broken the rules as set forth by the school.

Each student should realize that behavior *both on and off* the premises, is important. While off the premises of Eucon International School, a young person is still a student at Eucon, and he or she still represents the school

and the Lord. While off the premises, a student's actions are a reflection of the school. If any student is caught in any kind of behavior off campus that brings reproach to the school or damages that student's testimony, he or she will be disciplined accordingly.

### ***THE DEMERIT SYSTEM***

#### **THE DEMERIT SLIP**

Each student will receive a copy of the demerit to take home to his parents. The parents will sign the demerit and return it to the school.

An accurate record is kept on the accumulation of demerits.

#### **SPECIFIC OFFENCES FOR WHICH DEMERITS WILL BE GIVEN**

The following list is just a sampling and in no way suggests an exhaustive list of offences.

#### **ONE DEMERIT**

|                       |                                       |
|-----------------------|---------------------------------------|
| Homework not done     | Unprepared for class                  |
| Homework not complete | Throwing trash in inappropriate place |

#### **TWO DEMERITS**

|  |                               |
|--|-------------------------------|
| Failure to follow instructions                 | Unexcused tardy to class      |
| Out of seat without permission                 | Talking without permission    |
| Out of class without permission                | Working on unrelated material |
| Sleeping in class                              | Late to school                |
| Changing seats without permission              |                               |
| Failure to receive permission for any activity |                               |
| Unauthorized use of the telephone              |                               |

#### **THREE DEMERITS**

|                               |                             |
|-------------------------------|-----------------------------|
| Food outside designated areas | Eating without permission   |
| Shoving or scuffling          | Chewing gum or eating candy |

Climbing around fence areas      Throwing any object  
Failure to serve detention hall      Littering

#### **FOUR DEMERITS**

Physical conduct with the opposite sex  
Insults and unbecoming language

Name calling                              Belligerent teasing  
Rudeness                                  Derogatory remarks

#### **FIVE DEMERITS**

Insolence                                  Negativism--griping and complaining  
Worldly conversation                  Sarcasm which is meant to hurt others  
Intentional disobedience              Lying  
Disrespect                                  Skipping or missing class intentionally  
Dress Code Violation                      Not in uniform

-----Flagrant and repeated violations of the dress code will mean that the student will be sent home immediately or serve an "in-house" suspension until the parent arrives with the proper attire. If the problem of dress persists, the student will do hard labor work for three days.

#### **DISCIPLINE RESULTING FROM AN ACCUMULATION OF DEMERITS**

1. Upon receiving **ten demerits**, the student will serve two consecutive detention halls. For every **five demerits** received thereafter, the student will serve one detention hall.
2. Upon receiving **twenty demerits**, the student is required to report to the administrator's office for a spanking. At any time a teacher deems it necessary, the student can be sent to the office for a spanking regardless of the number of demerits, but upon twenty, he will definitely be sent(see CORPORAL PUNISHMENT, page 57).
3. Upon **fifty**--The student will serve an "in house suspension and the parents of the student will be notified and will need to make an appointment with the administrator.
4. Upon **seventy-five**--The parents will once again be notified, and the

student will lose all school privileges for a period of three weeks. This includes both social and extra-curricular activities.

5. Upon **one hundred**-The student is suspended from school for three days. This three day suspension is an unexcused absence and carries with it zeros for every item of class work missed. This suspension is also entered on the student's permanent record.
6. Upon **one hundred twenty five**-The student is EXPELLED from school for the remainder of the year.

#### SPECIAL DISCIPLINE

There are reasons other than the accumulation of demerits for which students may be spanked, suspended, or expelled. Some of these reasons are listed. This is not an exhaustive list, and the final decision of what discipline is necessary will be the administrator's after consultation with the parent and the student.

The following infractions will result in immediate expulsion:

PROFANITY or VULGARITY  
POSSESSION OF HANDGUNS OR KNIVES  
IMMORAL CONDUCT  
POSSESSION OF ALCOHOL  
THREATS AGAINST A TEACHER  
POSSESSION OF DRUGS  
PORNOGRAPHY

Other infractions of a special nature include but are not limited to

|  |                 |
|--|-----------------|
| Cheating                               | Offensive slang |
| Gambling                               | Smoking         |
| Lying                                  | Fighting        |
| Defacing or damaging school property   |                 |
| Rock & Roll or Country music on campus |                 |
| Questionable reading material          |                 |

Any suspension other than for the accumulation of 100 demerits will result in the student receiving twenty-five (25) demerits.

**IT IS THE RESERVED RIGHT OF THE ADMINISTRATION TO DECIDE  
THE PUNISHMENT HANDED DOWN IN EACH OF THE ABOVE  
OFFENCES.**

***THE MERIT SYSTEM***

Merits will not be given to a student who is merely following the rules and procedures expected of all students in good standing with the authorities within the school. Listening and obeying in the classroom is required of all our students. Picking up trash and cleaning up after oneself is expected of all our students. Being respectful and kind to others is a must--not an option. So in other words, we are not going to be giving merits to students just for meeting their obligations as a good student at our school. Merits are designed to encourage each of our students to rise above the normal responsibilities and show good character and leadership abilities with a good attitude in serving and being a good influence on those around them. This will be of great personal benefit as well for the participant who chooses to do all things to glorify God.

One merit point will be given for each good deed. Each student can accumulate many merit points. One student will receive an award certificate each month for receiving the most merit points. At the end of each semester, the students having the most merit points will be awarded. The administrator and teachers will be in charge of choosing the awards.

The Merit Slip

Each student will receive a copy of the merit to take home to his parents. The parents will sign the merit and return it to the school.

SPECIFIC GOOD DEEDS FOR WHICH MERITS GIVEN

The following list of opportunities for earning merits is not exhaustive, but a merit point given for any other reason needs to be approved by the administrator.

1. Displaying an unusual measure of good sportsmanship in a difficult situation.
2. Aiding a teacher with a project relating to school (classroom clean-up, grading papers, filing, etc.)
3. Tutoring another student who is struggling academically (with

- permission from the administrator and/or teacher).
4. Volunteering to help with school janitorial or ground maintenance projects.
  5. Showing honesty when being dishonest appears to be of more personal gain.
  6. Demonstrating Christian leadership and loyalty to our school (and its standards for conduct) when peer pressure would dictate otherwise.

### **SUMMARY OF OVERALL RULES AND REGULATIONS**

Action which evidences disrespect, lack of courtesy, general disturbance, abuse of permission, incomplete homework, and other such “misdemeanors” shall be handled promptly and appropriately by the teacher.

Always remember the Bible exhortation, ***“Let no man despise thy youth; but be thou an example of the believer, in word, in conversation, in charity, in spirit, in faith, in purity.” I Timothy 4:12***

We know that righteousness and obedience cannot be achieved through a slavish adherence to a set of rules. Our rules are simply a set of guidelines for helping our students to know what is expected of them and judge wrong doing. True righteousness must come from the heart and the desire to do what is right. While no set of standards or rules can possibly cover every conceivable situation, our students can judge what is acceptable and what is unacceptable from the general direction and principles embodied in our standards of conduct, dress, and discipline. If the behavior is doubtful, it is best not to do it. We expect our students to judge each situation from a Biblical, Christian perspective and to do what is right even though a specific case may not be covered in this handbook or in the school’s policies.

Eucon expects its students to live above reproach showing respect to God, country, family, faculty, and each other.

Throughout this section the selection of restrictions or prohibitions may appear arbitrary to some; but while not condemning others who see differently, we believe that the restrictions and prohibitions named are outstanding types of conduct which are detrimental to the standards, testimony, and goals established as our objective in the lives of students.

**IMPORTANT NOTICE**

Should any student want to sue the school for any reason(s) then he or she will have to pay for all the legal fees, including the engaging of an attorney for Eucon International College.