

# GRADUATE AND PROFESSIONAL STUDENT SERVICES

Graduate and Professional Student Services (GPSS) is the student's resource center for Student Success, Financial Services, Records, Registration, Disability Services, Student Wellness and any other needs you might have. The student services counselors specialize in helping students to overcome barriers to success in your personal and academic journeys. We are dedicated to providing you with the tools, mentoring, and accompaniment to enable and enhance a transformational education at PLNU. We will be committed to you from the point of admission through graduation and even beyond.

## Student Success

The Center for Student Success supports our Graduate and Professional Studies students throughout their academic journey. We provide student services such as academic advising and planning, resource workshops, and connects students to career services, writing support, tutorial services, and wellness resources. The Center itself is located on the first floor of the Mission Valley Campus. If you have any questions about how to access resources at PLNU, please start by calling or emailing the Center for Student Success at 619-563-2850 or [studentsuccess@pointloma.edu](mailto:studentsuccess@pointloma.edu).

## Financial Aid

The financial aid program at Point Loma Nazarene University consists of: Federal, state, and institutional grants; Federal Direct Loans; and external scholarships and grants awarded by corporations and civic organizations. Financial assistance is intended to recognize and assist students who otherwise would be unable to attend the university. For detailed financial aid information, visit the GPS Student Financial Services (<https://www.pointloma.edu/graduate-studies/programs/financial-aid/>) website.

## Registration

In most Graduate programs, students register themselves for classes after consulting their academic advisors, who can provide assistance with course planning. In the event that a student is unable to self-register, the academic advisor can provide assistance.

For undergraduate programs, registration information is available after a meeting with a Student Success Counselor. Students in hybrid programs will be notified by their counselor when they have been registered for their next term. Students in online programs will receive instructions for self-registration while meeting with their Student Success Counselor. If a student is unable to self-register, the student may contact their Student Success Counselor for assistance. It's important to note that certain programs have automated registration, and students will receive appropriate notifications.

Students are responsible for reviewing all course registrations, dropping, or withdrawing (or submitting a request to drop or withdraw) classes they don't plan to attend/complete. Registration deadlines are posted on the academic calendar for each semester.

## Spiritual Care

As a graduate or accelerated undergraduate student at PLNU, we are committed to supporting your whole life development, including spiritual care. The Office of Student Life and Formation offers resources, prayers, and support to help you integrate your faith with your professional studies. Refer to <https://www.pointloma.edu/opportunities/graduate-professional-student-spiritual-life> (<https://www.pointloma.edu/opportunities/graduate-professional-student-spiritual-life/>) for further information. We pray that this season of academic growth will also bring you closer to God in transformative and enriching ways.

## Wellness Medical Services

PLNU's Wellness Center collaborates with a wide array of interdisciplinary physical, emotional, and preventative health services to provide high-quality, student-focused care. The Wellness Center works to deliver healthcare as an affirming expression of our faith, empowering students through health education to cultivate a culture of holistic wellness and to enhance academic, personal, spiritual and professional success.

The PLNU Wellness Center provides confidential medical care and nutritional consultation for all students via telehealth or in-person at our PLNU Point Loma campus clinic. Visits are offered at a low rate. Medications and diagnostic tests may require an additional fee. For more information please visit the Wellness Center (<https://www.pointloma.edu/offices/wellness-center/>) website. You may log into your student health portal (<https://pointlomaportal.pointnclink.com/confirm.aspx>) in your myPLNU app or by calling the Wellness Center (619-849-2574) or email us at [sdwellnesscenter@pointloma.edu](mailto:sdwellnesscenter@pointloma.edu).

## Disability Services

GPSS is dedicated to assisting students with disabilities by providing the opportunity for equal access at the PLNU through the Educational Access Center (EAC). We serve students and faculty in providing reasonable accommodations as outlined by federal and local laws. We also strive to create an inclusive, safe, and respectful learning environment. We promote awareness, equity, and training to help each individual use their God-given gifts and talents in their area of study.

The EAC evaluates disability documentation, determines eligibility, and identifies reasonable accommodations for enrolled students as guided by Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and university policy. Information can be accessed on our Educational Access Center (<https://www.pointloma.edu/offices/educational-access-center/>) website.

## Service Animals

Students with disabilities who require the assistance of service animals or emotional support animals (ESA) have access to PLNU facilities and services. The Service Animal and Emotional Support Animal Policy ([https://drive.google.com/file/d/1EDzkrISsr7535wGGuwmgh0aiP-v7soYD/view?usp=share\\_link](https://drive.google.com/file/d/1EDzkrISsr7535wGGuwmgh0aiP-v7soYD/view?usp=share_link)) outlines guidelines that help ensure a safe and respectful environment for all members of the campus community.

## Pregnancy and Parenting

Point Loma Nazarene University (the "University") is dedicated to providing equal access to its education programs and activities for all students and to fostering a community that welcomes and supports pregnant and parenting students, regardless of their marital status. PLNU's Pregnancy and Parenting policy and modifications process can

be found at <https://www.pointloma.edu/title-ix/pregnancy-parenting> (<https://www.pointloma.edu/title-ix/pregnancy-parenting/>)

In accordance with Title IX and other applicable Federal and state laws, the University does not discriminate against any student or exclude any student from their education program or activity on the basis of a student's pregnancy, childbirth, or recovery from any of these conditions in its education programs and activities. Additionally, the University does not discriminate against any student or exclude any student from their education program or activity on the basis of a students' parenting status.

The University will not tolerate discrimination or harassment on the basis of pregnancy, childbirth, recovery from any of these conditions, or their parenting status in its community and will promptly and equitably respond to reports of discrimination and harassment. The University also prohibits retaliation against any individuals for reporting discrimination or harassment prohibited by this policy or for exercising or attempting to exercise a right under this policy.

To make a report of discrimination, harassment, or retaliation, to request assistance with reasonable modifications, or to ask questions regarding this policy, please contact:

Title IX Coordinator  
Nicholson Commons 326A  
[pointloma.edu/title-ix](http://pointloma.edu/title-ix) (<http://pointloma.edu/title-ix/>)  
[titleix@pointloma.edu](mailto:titleix@pointloma.edu)  
619-849-2313

Bias Incident Online Report ([https://pointloma-advocate.symplicity.com/collections/bias\\_incident\\_report/](https://pointloma-advocate.symplicity.com/collections/bias_incident_report/))

## Writing and Tutoring Services

The GPS Writing Center works with students of all levels of proficiency to develop and strengthen effective writing skills. In **one-on-one virtual or in-person appointments**, the Writing Coach can help with any part of the writing process, including understanding assignment prompts, brainstorming, essay structure, voice and tone, citations, and much more.

The Writing Center offers complimentary additional resources, including:

- **Virtual Writers Workshops** - Live on Zoom on various topics throughout the semester.
- **Microlearning Video Library** - YouTube playlist of short videos on a variety of topics.
- **Research Help Guide** - Helps you get started with your research on the right foot.
- **Tutor.com** - 24/7 online tutoring on specific subjects, writing, and a host of tools and resources to strengthen study techniques.
- **Grammarly** - Helps enhance writing skills by providing insightful real-time feedback on writing and identifying areas for improvement.
- **Free Academic Writing Resources Canvas Course** - 24/7, non-credit Canvas course to find easily accessible answers to various writing topics.

While the Writing Center is located at the Mission Valley Regional Center, all resources are also accessible online. If you're interested in any of the resources above or want to learn more, please check out The GPS Writing Center on myPLNU or email [gpswritingcenter@pointloma.edu](mailto:gpswritingcenter@pointloma.edu).

## Graduate and Professional Career Services

Career Services is available to assist you through every step of your career journey whether you are starting, advancing, or changing your career.

We offer support with resumes/CVs, cover letters, job/internship search strategies, interview preparation, networking, connections, and career development through advising, class presentations, workshops, and resources on our website. We also partner with faculty, staff, employers, and alumni to meet students where they are and embed career development into their academic experience.

Through myPLNU and the Career Services website (<https://pointloma-public.courseleaf.com/handbooks/grad-handbook/student-services/www.plnucareerservices.com>) students can access information about our services, digital resources, Handshake (a platform to search for jobs and internships), and our calendar for the full lineup of virtual and in-person advising sessions.

For questions, email us at [careerservices@pointloma.edu](mailto:careerservices@pointloma.edu).

## Military Programs and Services

Military Programs and Services interact with all military-connected students to include: Active Duty, Veterans, Reservists, National Guard, and dependent spouses and children enrolled in the Extended Learning programs whether they are utilizing benefits or not. Many of our military-connected students are introduced to the university through outreach efforts on local military bases and veteran support organizations. The convenient nature of evening and hybrid programs make Extended Learning degree programs attractive to the military-connected community.

## Financial Aid

Point Loma Nazarene University is a Yellow Ribbon participant. As such, Military Programs and Services advises prospective and enrolled students on unique aspects and details of military educational benefits including the Post 9/11 GI Bill (CH 33), Veterans Readiness and Employment (CH 31), and Tuition Assistance. Students can also receive tailored career coaching, transition assistance and networking advice as a service.