



The Epistle

Portland Campus
Newsletter

Registration Reminders ...

SUBMIT FOR APPROVAL: Don't forget to click on this button after adding each class to your registration queue. Clicking "Submit for Approval" sends a notification email to your advisor, which allows him or her to approve your selection and complete the process.

CHANGING FROM CREDIT TO AUDIT: The deadline for changing registration from credit to audit is the deadline for dropping the course. If you'd like to change from credit to audit, please email us at kgibb@westernseminary.edu and we will be happy to help you do so.

CHANGING FROM AUDIT TO CREDIT: The deadline for changing registration from audit to credit is the deadline for adding the class. Again, to request this change, please email us for assistance.

ADDING A CLASS ONCE IT'S BEEN DROPPED: Once you've dropped a course, the system will not allow you to add it again. Please feel free to email us and we will add it for you.



Fall Semester Open Registration Starts Tomorrow, Ends July 31

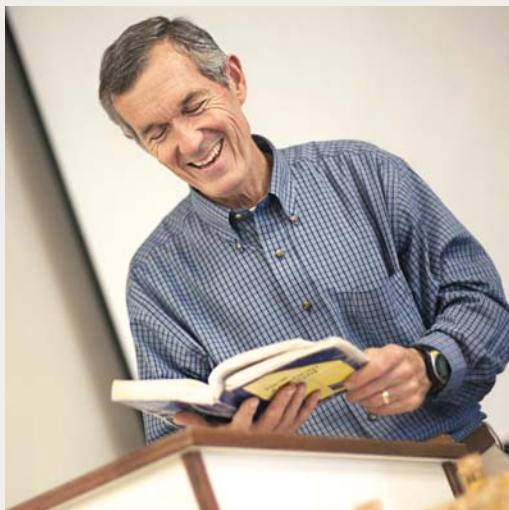
We invite you to register for fall semester classes during the month of July in order to avoid add and drop fees. In order to help you plan, course schedules for the entire 2010-2011 academic year are posted online at <http://westernseminary.edu/Schedules/PDX/index.htm>

If you have questions about your degree program requirements, please feel free to email your advisor with questions or arrange for an academic

advising appointment. Our Portland campus email and phone directory is available at http://www.westernseminary.edu/AboutWS/contact_pdx.htm

Questions? Please contact Kristin Gibb regarding registration at kgibb@westernseminary.edu or Mark Baker regarding our distance education courses at mbaker@westernseminary.edu.

Special Elective Aug. 16-20: BLS 527 Psalms at the Beach



How would you like to wrap up your summer at the Oregon coast studying the Psalms with Dr. Carl Laney?

BLS 527: Psalms at the Beach is available for credit or audit. Since space is limited to ten participants, we ask that you first contact Dr. Laney for approval at jclaney@westernseminary.edu.

Provided that you are approved, you may register for course by contacting us at kgibb@westernseminary.edu.

Part-Time Opening at Western For Enrollment Counselor

We are accepting applications for a part-time (20 hours per week) enrollment counselor to join our Student Services team. This individual will build and maintain relationships with prospective students, applicants and admitted students who are considering Western Seminary. Job duties include traveling to events and fairs for recruiting, communicating with prospective students, assisting applicants, and helping newly admitted students complete the orientation and registration process.

This staff member will also aid with retention efforts, including creative collaboration with students, faculty and staff to guarantee our students have the resources and support they need to complete their degree programs.

An ideal candidate would have a bachelor's degree, strong personal familiarity with Western Seminary, and superior written and verbal communication skills. We're looking for someone who is able to manage detailed work, prioritize responsibilities, and respond appropriately to regular interruptions -- a self-starter and team player. He or she should have a high level of proficiency with Windows XP, Microsoft Office, superior organizational abilities and an enthusiastic, customer-service oriented manner.

Finally, we ask that applicants display an evangelical Christian commitment and lifestyle consistent with the National Association of Evangelicals Statement of Faith and the seminary's governing values.

The complete job description and application are posted on our website at <http://www.westernseminary.edu/Donors/PDX/HR.htm>. For more information, please feel free to contact our Director of Human Resources, Julia Seal, at jseal@westernseminary.edu or (503) 517-1816.

Fall Loan Application Deadline Extended

Loan application materials for the 2010-2011 year are currently being revised and should be posted on our website by July 9. The due date for fall loan applications has been extended to July 23. If you have questions, please contact Lynn Ruark at (503) 517-1818 or lruark@westernseminary.edu.

Bible Works, Logos at Discounted Rates Through Bookstore

Bible Works is the premier Bible text software and our classroom standard. There's lots of information about it at www.bibleworks.com. The single unit purchase price is \$349. Western faculty, staff and students currently enrolled in a degree program can purchase it through a group discount for \$250 plus \$5 for shipping and handling. Unfortunately it is not available at this price for your pastor, family or friends.

This special arrangement is available through the Windows at Western bookstore. Since it is only for a group of 10 on the order, your name will go on a waiting list. You'll need to e-mail your name, address with zip code, e-mail address, phone number, and campus location to Eric Roorback at eric@theologybooks.com. It's preferable that full payment be made in advance. There is a minimum deposit of \$125 required. You can do this by check or credit card.

Mail checks to:

Eric Roorback
Windows at Western
5511 SE Hawthorne Blvd.
Portland, Oregon 97215

If you prefer to use a credit card, please call him with your information at (503) 517-1850.

Logos, the premier Bible library program is available to students in degree programs at a 30% reduction on most of the 10,000 titles available in the Logos format. Pastors and Western alumni can also get substantial discounts. You can see more about that fine program at www.logos.com.

Questions? Please contact Gerry Breshears, gbreshears@westernseminary.edu or (503) 517-1870.