

Orientation FAQ

The following is a compilation of frequently asked questions (FAQ) regarding orientation and the beginning of your PHC career. Over the years we have received a variety of questions, ranging from the depth of closets and drawers to whether you can have a pet snake in their room (the answer is “no,” by the way). Some questions are more frequently than others, however, and they are listed below.

The list is arranged by category: Academic, Check-in/Logistics, Forms, and Student Life. If you have any questions, please feel free to consult this page for information. If your question is not answered below, please contact us at the Office of Admissions at admissions@phc.edu, or from 8:30 am - 5:30 pm, Monday - Friday at 540.441.8110.

We look forward to seeing you in August!

Kindest regards,

The Admissions Team

Academic Questions

1. *How do I sign up for classes?* New incoming students do not need to register for classes. Their schedule is created by the Office of the Registrar based on the information provided on the New and Former Student Pre-Registration Form.
2. *When can I view my class schedule?* Your class schedule will be released to you once we receive your final official high school transcript, Pre-Registration Form, and all of your admissions documents. New students should receive their fall semester schedule in the My Courses section of the student portal no later than early August.
3. *I am currently signed up for classes, and I want to change my class schedule. How do I do that?* You will have an opportunity to add or drop courses during the Drop/Add period, which begins on the first day of classes and continues through the next Tuesday (seven business days). For specific dates, check the Academic Calendar (which you can find via the search bar on the main website).

Check-in/Logistical Questions

1. *When is new student check-in?* Student Check-in occurs on the Tuesday of orientation week for the Fall semester, and on the Monday of orientation week for the Spring semester. The Academic Calendar has the specific dates.
2. *Can I check in later than the posted check-in day?* No. Because of the sessions and activities you will need to participate in, it is critical that you check in during the posted check in times on that day. You are welcome to come earlier than your posted time, but please do arrive for check-in on the posted check-in day for the term.
3. *Can I check in earlier than the posted check-in day?* Generally the only students who may arrive early are soccer players. Otherwise students should check-in on the posted check-in day.
4. *I am signed up for soccer. When/how do I check in?* You will be notified by the soccer team regarding the start date for training. When you arrive on campus, you will receive a

partial check-in process to obtain your Student ID, dorm key, etc. You will still be required to check-in at New Student Check in to complete the check in process.

5. *How do I access the Student Portal?* Once you submit the Intent to Enroll Form to the Office of Admissions, you will receive an email with information on how to access your Student Portal.
6. *How do I access my student email account?* Along with your Student Portal access information, you will receive information on how to access your student email.
7. *Who should I contact if I have problems with my student email account?* If you have any problems with your student email, please contact the IT Helpdesk at 540.441.8920 or Helpdesk@phc.edu. They will be more than happy to assist you.
8. *When is my bill payment due?* Student bills are due on July 20th for the fall semester and December 20th for the spring semester. For more information, contact Student Billing at 540.441.8760 or studentbilling@phc.edu.
9. *One of my family members has a food allergy. Is there a way to alert the kitchen staff to specific dietary needs for myself or a family member?* Absolutely! Our dining service provider, Bon Appetit, makes a point to accommodate food allergies and sensitivities for students and their families. When you reserve tickets for the evening dinners, you will be able to note any dietary concerns so that we can prepare your meals accordingly.
10. *My family is not coming with me to orientation. Can PHC pick me up from the airport?* No. The college does not pick up students from the airport. However, current students who are working or living in the area routinely offer rides to new students who need transportation from the airport. The best way to contact current students regarding rides from the airport is to join the PHC Travel group on Facebook.
11. *Which airport(s) are most ideal when flying to Patrick Henry?* The closest airport to Patrick Henry College is Washington Dulles (IAD). Some students fly to Baltimore (BWI) or Washington Reagan (DCA), though they are farther from campus. Additional driving time should be calculated into the choice of flights to ensure that the student arrives within the posted times for check-in.
12. *Are there dress code recommendations for when I take my Student ID picture during orientation check-in?* PHC has no posted dress code for the Student ID picture. Because the student's Student ID picture will be with them for four years, though, students should think ahead in regards to wardrobe for check-in. The picture will be a face-shot of the student, perhaps including the collar of a shirt, but nothing more.

Form-Related Questions

1. *When do I receive my housing form, class pre-registration form, etc.?* All of the forms for orientation are sent with the Orientation Welcome Guide, which is sent to students after they have returned the Intent to Enroll Form that accompanied the student's acceptance letter. The Welcome Guide is first released in March. If you need assistance accessing the Welcome Guide, you can find a link to it on the Orientation homepage. If you need assistance with the Intent to Enroll Form, please contact your admissions counselor.
2. *What is the deadline for (fill in the blank) form, and where can I find a copy of that form?* All forms are included in the Welcome Guide. Deadlines for forms are listed on the last page of the Guide. If you require assistance, please contact your admissions counselor.
3. *For the health forms, if I have an objection to immunizations, am I required to fill out the health/immunization record form?* If you have a personal objection to immunizations,

please fill out the health forms except the portion on immunizations. Instead, please turn in the immunization waiver form and return it to us with your other health forms.

4. *My family does not currently have health insurance. Do I need to have insurance to be an on campus student?* Yes. While we do not anticipate the need to use such insurance during your time at PHC, we do require all students to have insurance before arriving.
5. *My family uses a sharing ministry provider for health insurance (e.g., Samaritan Ministries). Does that qualify as having health insurance for PHC?* Yes, Samaritan Ministries will qualify for health coverage at PHC.

Student Life Questions

1. *When/where do I find out my room assignment?* Room assignments are created by the Office of Student Life once a student has turned in their housing form and housing deposit. Information will then be posted on your Student Portal.
2. *When will I learn who my roommates are?* Students who submit their housing form and their housing deposit before May 15th will likely receive their housing assignment before the end of May. Students who submit their housing form before the July 1st deadline will likely receive their housing assignment by mid- to late-July.
3. *My roommates and I want to coordinate which items we will be bringing for our room. How do I get in contact with them?* Students connect with each other in various ways. Some of them will meet their future roommates in the PHC Class page on Facebook, others will meet at a campus event, and some have known each other for years. Once housing assignments have been made, contact information for the students will be shared on your Student Portal.
4. *What should I bring for my room?* A “to-bring” list is included in the Welcome Guide, including a number of items that may already be furnished in the dorms. For example, the “to-bring” list includes a desk lamp for extra reading light: all desks in the dorms already come with a reading light, but some students may prefer to bring their own lamp for additional light.
5. *What is the address for my dorm room?* Every on-campus student will receive a PHC box number (not a P.O. Box, but a PHC box number) when they arrive on-campus. The address for that box would look like the following:

Name
10 Patrick Henry Circle #boxnumber
Purcellville, VA 20132

For your convenience in receiving packages and mail, we strongly encourage you to have your mail sent to your PHC box and not your dorm street address.

6. *When can I start mailing items/begin forwarding mail to my PHC mailing address?* You may begin forwarding your mail to your PHC box number one week before orientation begins. Make sure that you send all mail to your PHC box, not the physical address for your dormitory (as there will be no one at the dorm to receive your mail or packages).
7. *Am I expected to attend the banquets during orientation?* Yes. The banquets will be both informative and inspiring to you as you prepare to embark on the next chapter of your life: the college years! We strongly encourage students to attend the banquets on both Tuesday and Wednesday nights of orientation week.