

Palm Beach Atlantic University's

PARENT GUIDE

The PBA Experience

**A handy guide for you and
your family as you prepare
your student to join
Sailfish Nation.**



WE'RE HERE *to help!*

Admissions: 561-803-2100, admit@pba.edu

Financial Aid: 561-803-2126, finaid@pba.edu

Residence Life: 561-803-2555, reslife@pba.edu

Student Accounts: 561-803-2152, student_accounts@pba.edu

Counseling & Wellness: 561-803-2576, counseling_wellness@pba.edu

PBA Card: 561-803-2515, pbacard@pba.edu

Office of Student Success: success@pba.edu



Palm Beach Atlantic
UNIVERSITY

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Welcome

Dear Sailfish Families,

Welcome to PBA! We are delighted that your student has decided to join Sailfish Nation in the Spring 2025 semester! The PBA experience is designed to equip students to grow in wisdom, lead with conviction, and serve God boldly. The staff and faculty here take this mission seriously as we develop and serve each student, knowing that God's kingdom will be impacted as our graduates live out the calling that He has placed on their lives.

We deeply value your partnership and the investment you are making in this PBA education, and it's our sincere desire to be faithful stewards of your trust. As your student's journey to PBA draws near and you wrap up the final details, we have prepared this guide as a resource for you and your family. As you have questions, we will be glad to help you in any way we can.

We recognize that the transition to PBA will bring adjustments, from missing family to navigating unfamiliar surroundings. We are ready to come alongside and help your student navigate this transition. Throughout the school year, there will be many academic and extracurricular events and activities designed to encourage students to connect, find their community, and fully enjoy their college experience at PBA. It's our desire that the PBA student experience be transformative, and our Student Experience team works with intentionality to curate opportunities for such transformation to occur. Some students acclimate quickly while others do so over a few months, but with your encouragement and support, we are confident that each will find their home away from home at PBA.

We know that God has a plan for your student. That plan is good and designed to prosper them and develop their future (Jer. 29:11). Thank you for allowing us the privilege of serving you and your family. We are praying for you, that the Lord will bless your relationship as your student embarks on this adventure.

Please let us know how we may be of service to you.

Sincerely,
Nancy J. Brainard, Ed.D.
Vice President for Student Enrollment & Experience

Our Mission

Palm Beach Atlantic University equips students to grow in wisdom, lead with conviction and serve God boldly.

PBA's Values

- **Seek Unity** *Eph. 4:3*
- **Pursue Excellence** *2 Peter 1:3*
- **Show Respect** *1 Peter 2:17*
- **Reflect Love** *Col. 3:14*
- **Demonstrate Integrity** *Prov. 2:7*
- **Be Accountable** *Psa. 139:23*

View PBA's [Diversity Statement](#)

View PBA's [Kingdom Approach to Culture, Sexuality, Sanctity of Life, and Compassion](#)



Every student who chooses to become a part of the PBA community agrees to live in a way that is consistent with and not contrary to the PBA student conduct policies, which embody Christian ethical and moral standards of behavior. Our guiding document, [the Navigator](#), uses our six core values to outline university expectations, policies and procedures for student conduct.

Upcoming Dates

2025

Spring 2025

Residence Halls Open for Spring semester	January 11
Spring Semester Classes Begin	January 13
Martin Luther King Jr Day (No Classes)	January 20
Homecoming & Family Weekend	February 28-March 1
Spring Break (No Classes)	March 10-14
Easter Break (No Classes)	April 18-21
Spring Finals Week	May 5-8
Summer Break Begins	May 9

View additional dates on the [2024-2025 academic calendar](#)

Winter Welcome Weekend

Winter Welcome Weekend will mark the beginning of your student's journey as a PBA sailfish! See the schedule for this exciting weekend [here!](#)



How to send mail to your student?

Most residence halls at PBA have parcel lockers where students can pick up their packages. If your student's residence hall doesn't have a parcel locker, packages can be collected from the PBA Mailroom, located near the Department of Public Safety and Vera Lee Rinker buildings. Your student's PBA mailing address is listed below:



Full Name

PBAU *Mailbox # (Residence Hall if no box available)

1301 S. Olive Ave

West Palm Beach, FL 33401

Mailroom Contact Info:

561-803-2190

MAILROOM@pba.edu

**Students will be emailed a mailbox number from PBA's Mailroom at the beginning of the semester*

Sailfish Dining

Using the meal plan your student selected, your student has access to the a variety of dining options around campus, such as:

Fraser Dining Hall: *Our main dining location on campus. Your student's meal plan determines how many meals per week they can enjoy here*

 **Restaurant Row:** *Experience variety with a new local restaurant featured each year*

 **Chick-fil-A**

 **Starbucks**

 **The Market**

Contact: sailfishdining@pba.edu



= purchase using PBA Flex Dollars

Local Churches

While you and your family are in the area for Winter Welcome Weekend, we recommend visiting one of the 20+ churches within minutes of PBA's campus, where many PBA students find their church home! All of the local churches represent diverse denominations, all of which provide a great opportunity to immerse yourself in the role that faith plays in our community.

Bow Down Church

Christ Fellowship (Trinity/Gardens Campus)

Connect Church

 **Family Church Downtown**

Family Church Village

First Presbyterian Church North Palm Beach

Grace Fellowship Church

Grace Immanuel Bible Church

Journey Church

 **Lakeside Presbyterian Church**

Life.Church West Palm Beach

Redeemer Evangelical Lutheran Church

Reveal Fellowship

 **Truth Point Church**

SoFlo Church

 **St. Ann's Catholic Church**

 **The Royal Poinciana Chapel**

Community of Hope

First Baptist Church- Boynton Beach

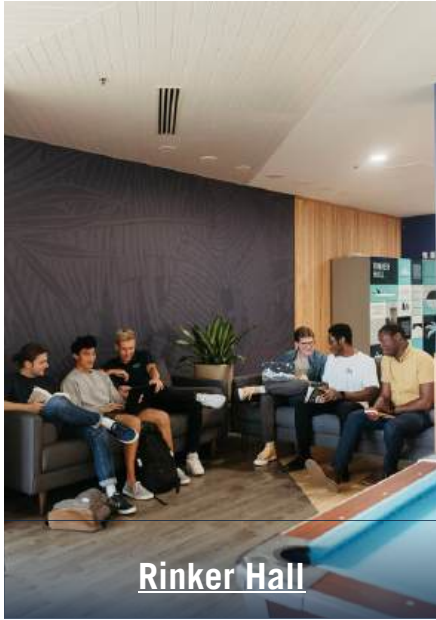
Frontier Ministries

 **Holy Trinity Episcopal Church**

 **Providencia Church**

West Pines Baptist Church

 = within walking distance of PBA's campus



Rinker Hall



Oceanview Hall



Pembroke Hall

WHAT TO BRING to PBA!

These are *optional* and fun ideas that students are welcome to bring to the residence halls. To learn more about the policies specific for residential students, please view the [Residence Life Handbook](#)

- TWIN XL BEDDING
- SCHOOL SUPPLIES
- UMBRELLA
- TRASH CAN
- CLEANING SUPPLIES
- TV
- POWER STRIP
- TOILETRIES
- LAUNDRY SUPPLIES
- BIBLE
- ROOM DECOR
- MINI FRIDGE (4 CU FT MAX)

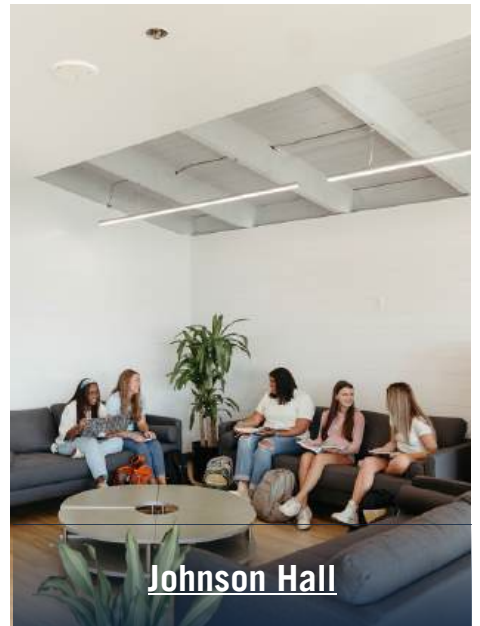
- SUNSCREEN
- BEACH TOWEL
- SURFBOARD
- SKATEBOARD
- MICROWAVE (ONE PER SUITE)
- COFFEE MAKER
- LAPTOP
- LED LIGHTS (3 PRONG ONLY)
- NAILS & TACS
- RUGS
- LAMPS
- STRING LIGHTS (BATTERY OPERATED ONLY)



Baxter Hall



Weyenberg Hall



Johnson Hall

Academic Support

At PBA, your student will find academic support services and programs designed to help your student succeed in work, make the most of the experience at PBA, and realize all of the God-given potential your student has. View our services:

- [Peer Tutoring](#)
- [Academic Enrichment Workshops](#)
- [Online tutorial Support](#)
- [Academic Coaching](#)
- [Accessibility Resources](#)
- [Writing Central](#)

Sailfish Smart

PBA's textbook rental program, [Sailfish Smart](#), offers a convenient and cost-effective way for your student to receive all required course materials for each semester, including textbooks, lab manuals, and access codes, on or before the first day of class.



How Sailfish Smart Works:

- Once your student has registered for classes, your student will be automatically enrolled in the program at \$24 per credit hour. This charge will be placed on your student's account.
- Thirty days before classes begin, your student will receive an email to verify the order.
- When the materials are ready for pickup, the PBA Bookstore will send an email. Your student should bring the order number to the Bookstore. Alternatively, the materials can be delivered to your student's home address.
- Return materials at the end of the semester, or keep them for an additional fee by contacting the Bookstore.

Important Things to Remember:

- Your student is automatically enrolled in the Sailfish Smart program at the beginning of each semester.
- Your student must confirm the order so that the PBA Bookstore can prepare the course materials.
- While this program offers great convenience at an affordable rate, there may be a semester where it makes sense for your student to opt out based on your student's circumstances. The link to opt out is available in our [Sailfish Smart FAQ](#) under the question "If I choose not to participate, how do I opt out?" Please note that the link will only be active during the opt-out period and can only be accessed by an active PBA student.



Hear about Academic Support



“My daughter, Allie, began her first semester at PBA this past spring. Since Allie began attending PBA, her confidence has grown immensely. She has benefited greatly from smaller classroom sizes, as her College Algebra professor was delighted to meet with her for extra help. Additionally, she used the tutoring resources that PBA offers to further her academic growth. The look on her face when she received her College Algebra midterm grade was truly priceless. She excelled and was in awe of her accomplishment. It was all because the right resources were easily accessible to her at the right time. She is truly thriving here at PBA with positive, encouraging faculty, and friends, that are pushing her towards her goals.

I know that God continues to direct Allie's steps. I am grateful that she is in a university and community that supports her as she follows God's calling on her life. As you and your family prepare for your child to begin at PBA this fall, I pray that God will continue to guide your steps and that your child will have a smooth transition and will feel right at home at PBA. I hope for you to have the same opportunity to see your child thrive at PBA as I have been able to with Allie!”

**Sincerely,
Cheryl & Allie**

Financial Aid & Semester Charges

Applying for Financial Aid

1. **If eligible, the first step in navigating financial aid is to file the FAFSA at studentaid.gov. Be sure to include PBA's FAFSA code: 008849.**
2. **Once PBA receives your FAFSA (or if your student is not eligible to file the FAFSA), the Financial Aid team will prepare a financial aid offer outlining all of the financial aid your student qualifies for. You will receive an update once your financial aid offer is ready. Then, you can schedule a call with your Admissions Counselor to discuss your financial aid offer and additional resources your student may qualify for.**
3. **To make sure that all of the financial aid you qualify for is included in your semester charges, we ask that your student submits the appropriate financial documents found on your student's Enrollment Checklist.**
4. **Be sure to file the FAFSA annually. It becomes available each year on October 1.**

Universal Scholarship Application

The Universal Scholarship Application allows students to apply for various PBA scholarship opportunities they may qualify for. This single application lets them apply to multiple funds at PBA. We encourage all students to complete the Universal Scholarship Application every year. Through the generosity of friends of PBA, additional scholarship opportunities become available annually.

Payment Arrangement Options

1. **Pay online in full or set up a Nelnet payment plan:** A credit is placed on your account for the payment plan amount and monthly payments are made.
2. **Utilize loans** to cover your fall semester charges, such as Federal student loans, Parent PLUS loans or private loans
3. **Use your 529 plan or Florida Prepaid plans.** The estimated amount from your plan is credited in your account until the payment is received. After the payment is received the estimate is removed. This is commonly combined with financial aid. Please contact your 529 plan custodian for your plan requirements. You can also contact Student Accounts at 561-803-2152 for additional assistance.
5. **Pay by wire transfer**
Bank of America
222 Lakeview Ave Ste 100
West Palm Beach, FL 33401
ABA #026009593
Account # 00548-259-4896
Swift Code (for international transfers): BOFAUS3N
Reference: Student Name & ID Number
6. **Have PBA directly bill your employer.** This includes both civilian and military. An estimated amount is credited on your account for the amount your employer will pay. The estimate is removed after payment is received.
7. **Send Payment by mail to:**
Palm Beach Atlantic University
Attn: Student Accounts
PO Box 24708
West Palm Beach, FL 33416-4708
8. **By using your veterans' benefits.** An estimated amount is credited on your account for the amount authorized for your veterans' benefits. The estimate is removed when payment from the VA is received.
 - a. CH 33 and CH31 (Vocational Rehabilitation students) receive the estimate.
 - b. CH 35 pays you directly, so you will not receive an estimate for your VA benefits. You will need to pay in full, use financial aid, establish a Nelnet payment plans, use a 529 plan, or have your employer billed.
9. **Pay in person** at the cashier's office located in the Student Accounts Office, Sachs Building.

Hear about Career Outcomes



“As your family is preparing to begin your student’s PBA journey this fall, I want to share about my son’s PBA journey! As a parent, I am so grateful for the Biblical foundation Palm Beach Atlantic University gave our son, Jeremy. We raised him in a Christian home and wanted a university to continue teaching him from a Christian worldview to enhance the foundation we gave him, not tear it down.

Jeremy was a bit concerned about coming to PBA as a transfer student, not sure if he would assimilate well. The caring faculty embraced him right away and saw the unique, God-given talents Jeremy has, and helped him build a career path. Jeremy immediately got a wonderful job in Washington, D.C., after graduation, and has excelled in Public Affairs and Digital Marketing.

PBA’s mission is to equip students to grow in wisdom, lead with conviction, and serve God boldly. It was worth every sacrifice we made to enable Jeremy to be a part of a community dedicated to training up the next generation of Christian leaders.”

**Blessings,
Laura**



Enrollment Checklist

The Enrollment Checklist is a visual guide of all the required steps to fully prepare your student for the beginning of the semester. To access the [Enrollment Checklist](#), your student will use the MyPBA login credentials provided. You can also find the Enrollment Checklist on my.pba.edu. It is important for your student to have the Enrollment Checklist completed by the deadline to gain PBA Card and residence hall (if applicable) access.

Students are required to complete the Enrollment Checklist prior to the start of each semester.

Enrollment Checklist

After completing a checklist item, please allow up to 24 hours for the item's status to update.

Student Name: [Sailfish Jack](#)
Student ID: 123123123

Enrollment Checklist

Status	Details	Date
✗ Awaiting	Complete Course Registration	
✗ Awaiting	Review the Navigator	
✗ Awaiting	Verify Address	
✗ Awaiting	FERPA Authorization Form	
✓ Received	Clear Account Holds	05/17/2024
✗ Awaiting	Complete Financial Aid Documents	
✓ Received	Submit the FAFSA	05/17/2024
✗ Awaiting	Complete Payment Arrangements	
✗ Awaiting	Registration and Financial Acknowledgement F...	
✗ Awaiting	Complete the New Student Feedback Form	

Additional Steps Checklist

Status	Details	Date
✗ Awaiting	TB Risk Screening Electronic Form	

Financial Aid

Please review your information:

Term: Fall 2024 (August)

Division:	Undergraduate
Class Level:	Freshman
Campus:	West Palm Beach
Program:	B.A. of Surf Instruction
Registered Credits:	credit hours

Meal Plan:

[Update your housing or meal plan information](#)

Account Holds:

Existing Account Holds: [None/Cleared](#)

Helpful Links:

[Parking](#): Once your Enrollment Checklist is complete, you will be able to view more information about parking here.

PBA Card & Parking

How to order my student's PBA Card?

Your student will use the PBA Card to access your student's residence hall (if applicable), the dining hall, and on campus buildings. In order for your student to have his or her PBA Card ready to pick up, please encourage your student to complete this [form](#) to submit a PBA Card photo. Please make sure your student follows the instructions carefully to ensure the submitted photo will be accepted and complete this PBA Card ID form no later than August 6.

Can my student have a car on campus?

For the first year, students who will be living on campus who were admitted to PBA as Freshmen are not eligible to park a car on campus. Although PBA's campus and the downtown West Palm Beach area are very walkable, we recognize that some students may desire to bring a car to PBA. The One Parking group offers off-campus parking at a discounted rate in parking garages at The Square, which are a 13-minute walk from campus. The current discounted rate is \$95/month. New students living on campus who were admitted to PBA as Transfer students may purchase an on-campus parking permit. Freshman and Transfer commuter students may purchase a commuter parking permit. Students are required to register a on campus vehicle with PBA's Department of Public Safety. Eligible students can purchase a on-campus parking permit once the Enrollment Checklist is complete.

<i>Permit rates per semester:</i>	On Campus Resident - \$400 Commuter - \$250
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Hurricane Preparedness

Our environment is considered tropical and offers unique features like warm weather year-round (if you consider 70 degree temps on some winter days warm!) and beautiful blue skies. It can be humid. To prevent any kind of bio growth in residence halls, students should keep their rooms clean, with surfaces wiped down and taking care not to leave the air conditioning on if your door is open. We experience brief rain showers frequently at certain times of year in the afternoon and, occasionally, tropical storms and even hurricanes. In the event of stormy weather, we prioritize the safety of our students, faculty, and staff by ensuring everyone is well-informed and prepared.

Preparation is Key

PBA's community, including the Dept. of Public Safety and Emergency Management Team, maintains strong connections with local experts and government officials and the National Weather Service. These relationships help ensure our campus receives timely alerts and remains well-prepared for emergencies. If a storm approaches, Palm Beach Atlantic's president may decide to close the campus for safety reasons. During such closures, Florida-resident students typically return home, often inviting out-of-state roommates and friends to join them. This means out-of-state students rarely need to worry about booking flights home. At PBA, we firmly believe that preparedness is crucial in all situations. We take this responsibility seriously and approach it with great care.

PBA's plans in place to help prepare for the approach of a tropical storm or hurricane:

- Notification of class cancellations or campus closings prior to the storm from PBA's alert messaging system
- Information updates during the storm
- Reports on power outages or damage to campus facilities as a result of the storm
- Information on reopening campus and the resumption of classes

In the event of a tropical storm or hurricane, please note that what is shown on national news is not a firm indication of what will take place. There is no need for panic. We are grateful for the trust you have given us regarding your student's future, career, and safety. We take this trust seriously and prepare for stormy weather, making decisions with your student's safety and best interests in mind. We believe that God is our refuge and help, and we do not need to be afraid or anxious (Psalm 46:1-3).



Hear from a PBA Alum



“As I look back on nearly forty years of life, it is undeniable that the most transformative season of my life was my time as a student at Palm Beach Atlantic University. Like many eighteen-year-olds, I arrived at PBA immature, prideful, self-centered, and with a very shallow, insincere faith. In addition to these shortcomings, I had no sense of direction, low self-esteem and an inability to cope with the stresses of life. During my freshman year, as a student-athlete

and pre-pharmacy major, I struggled to manage my workload. Feeling overwhelmed, I made the decision to change my major and abandon my dream of becoming a pharmacist. However, before I could act on that plan, God intervened through a PBA professor.

I still remember the day Dr. John Grawe asked me to stay after his General Chemistry I class to talk. After I shared my decision to change majors, Dr. Grawe strongly encouraged me to reconsider. He didn’t just offer good advice; he gave me so much more. He spoke to the potential and talents he saw in me – qualities that I didn’t see in myself. That conversation changed my life. I kept my major as pre-pharmacy, graduated with my PharmD from PBA, and was named the Outstanding Graduate of the Lloyd L. Gregory School of Pharmacy. Today, I am blessed and privileged to have spent over 10 years at PBA’s Lloyd L. Gregory School of Pharmacy as an Associate Professor and the Dean for Student Affairs.

Now, as a father of five children, with my eldest rapidly approaching college age, I am searching for a university that can provide my children with the same transformative experience that I had at Palm Beach Atlantic University. My wife and I deeply desire for our children to find a community of like-minded Jesus followers who will shape their minds, inspire their hearts, and care for their souls. We seek a university that will challenge them intellectually, develop their critical thinking and communication skills, all while keeping them rooted in the truth of God’s Word. We want our children to be a part of a community where they are seen, known and loved. Our hope is not only for them to benefit from this community but also to actively participate in the work God is doing in and through the community. We desire a university that offers unique opportunities to get off the sidelines of Christianity by serving and engaging the broken world around them with the redeeming love of God. Having spent my entire adult life as part of the PBA community, I can confidently say that PBA provides all these transformative experiences and more. My wife and I would be thrilled to see each of our five children walk across the graduation stage, joining the thousands of Sailfish who have gone before them, equipped with wisdom, prepared to lead with conviction, and eager to serve God boldly.”

**Sincerely,
Dr. Jay Jackson**

SEE YOU SOON

We hope this information is helpful for you and your family as your student prepares to join us on campus this fall as our newest Sailfish. If you have any questions, please reach out to your student's Admissions Counselor. You can also contact PBA's Admissions team at admit@pba.edu or 561-803-2100.



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UNIVERSITY