

# Cottery College

## Policies and Procedures



When Virginia Alice Cottery gifted Cottery College to the P.E.O. Sisterhood in 1927, she noted that the aims and goals of Cottery were similar to those of the Sisterhood.

Cottery's mission statement reads as follows: "Cottery College, an independent liberal arts and sciences college, educates women to be contributing members of a global society through a challenging curriculum and a dynamic campus experience. In our diverse and supportive environment, women develop their potential for personal and professional lives of intellectual engagement and thoughtful action as learners, leaders and citizens."

Three very important ways the P.E.O. Sisterhood helps Cottery are through student referrals, promotional activities and philanthropic contributions.

### Student Referrals

P.E.O. is vital to Cottery's enrollment effort. Cottery College is fortunate to have the power of approximately 190,000 members in a recruitment network that spans the continent. No other college in the U.S. has an organization of such magnitude as the P.E.O. Sisterhood willing to serve as contacts for potential students.

Various tools are available to help you understand how to promote and recruit for Cottery at [www.cottery.edu/peo](http://www.cottery.edu/peo). Contact Cottery's Office of P.E.O. Relations if you are having difficulty locating information on the Cottery website.

P.E.O. members need to be informed so they can promote the College and be on the lookout for academically talented students who may benefit from the advantages offered by Cottery. The student online referral forms are designed specifically for this use. If you submit a student's name and contact information, Cottery's admission staff will follow up on your behalf. If you know a student interested in attending college, submit her information to Cottery. The online referral form is located at [www.cottery.edu](http://www.cottery.edu) – click on

P.E.O. at the top of the page and then click on "Refer a Student" – or navigate directly to [www.cottery.edu/referstudent](http://www.cottery.edu/referstudent). If you are unable to access the form, please email the information to [admit@cottery.edu](mailto:admit@cottery.edu) or call Cottery's Office of Enrollment Management at 888-5-COTTEY.

## Questions Students May Ask You About Cottery...

### What degrees does Cottery offer?

Cottery offers a baccalaureate degree with any of the following majors – biology, business administration, criminology, educational studies, elementary education, English, environmental studies, health and biomedical studies, history, international relations, political science, organizational leadership, psychology, secondary education, theater and women, gender and sexuality studies. Graduates of our B.A./B.S. programs are well prepared to enter the world of work and for advanced study in graduate or professional schools. Students pursuing a Bachelor of Arts or Bachelor of Science degree at Cottery can also pursue minors in a number of disciplines.

### Where is Nevada?

Nevada is a town of 8,300 people in Missouri, located 100 miles south of Kansas City, 60 miles north of Joplin and 90 miles west of Springfield, Missouri. Nevada is supportive of Cottery College and offers students opportunities for community service and internships.

### What are Cottery's admission requirements?

The Office of Enrollment Management evaluates students on an individual basis, taking into account high school curriculum, grade point average and ACT or SAT scores. Students who enjoy learning and being active in their schools are particularly sought after at Cottery. Cottery seeks young women of potential and achievement to be contributors on campus, in the classroom, in the community, on the playing field and in life. Please refer to [www.cottery.edu/apply](http://www.cottery.edu/apply).

### How big are the classes?

Most classes have fewer than 20 students, and the student-to-faculty ratio is 8:1. Our small class sizes mean that students are active participants in their educations. Students will know their professors, and the professors will know and work with and support them.

### What does "liberal arts and sciences" mean?

Generally speaking, the liberal arts refer to a broad-based education emphasizing a wide range of subject areas in the humanities, social sciences, fine arts, mathematics

and natural sciences. Students who receive a liberal arts education coupled with strong content in their major are better able to adapt to job and career changes that they will inevitably face in their lives. With a focus on communication and critical thinking skills, a liberal arts education is training for life.

### **What are the “dorms” like?**

Cottey students do not live in typical “dorm” rooms. Our residence halls are divided into apartment-style suites, which consist of double and single bedrooms connected to a living room area, kitchenette and large bathroom. An average of 10 students from different states and countries live together in one suite.

### **What kind of student goes to a women’s college?**

Women’s college students are independent, open-minded and willing to try new and challenging things. At women’s colleges, these students receive more than what typical coeducational institutions offer, namely the opportunity to excel in stereotypically male-dominated academic disciplines, equity of voice in the classroom, the ability to be their authentic and genuine selves and opportunities to be and see themselves as leaders across campus. Cottey offers many opportunities for leadership development through the Serenbetz Institute for Women’s Leadership, Social Responsibility and Global Awareness; the Leadership, Experiences and Opportunity (LEO) program; and a baccalaureate degree in organizational leadership. While many colleges have a leadership focus, few are focused on women’s leadership as both a skill set and body of knowledge.

### **What sports does Cottey offer?**

Cottey competes in intercollegiate archery, basketball, bowling, cheerleading, cross country, dance, esports, flag football, golf, softball, track and field and volleyball as part of the National Association of Intercollegiate Athletics (NAIA). Athletic scholarships are available.

### **What is the social life like at Cottey?**

Students may participate in more than 35 organizations, ranging from academic organizations to community service clubs to groups dedicated to healthy living, and they may attend cultural events, lectures and recreational activities without additional cost to them. Most organizations are open to all students, although for a few, such as honor organizations, membership is based on certain standards of achievement. Many students from a variety of majors are involved in theater, music and dance classes and performances. The LEO (Leadership, Experiences, Opportunity) program and the Serenbetz Institute for Women’s Leadership, Social Responsibility and Global Awareness offer all students opportunities to discover,

develop and demonstrate their leadership skills.

The Campus Activities office provides a vibrant spectrum of professional performances sure to entertain, with everything from musicians and dance companies to hypnotists and magicians. In addition, students visit Kansas City to see museums or the Plaza lights, participate in field trips and travel to Joplin to shop at the mall. Life at Cottey is also rich with traditions – some fun, some whimsical, some poignant – and all are optional! Sing, hug, cry and pass it down describes them best!

### **What kinds of financial support are available?**

Approximately 99 percent of our students receive some form of financial assistance. Cottey students may receive financial assistance from any or all of the following sources:

1. Cottey institutional assistance (merit or need-based grants)
2. Federal need-based assistance
3. P.E.O. state/provincial/district (s/p/d) scholarships and grants; criteria vary.
4. Numerous external scholarships such as Rotary, DAR, etc.
5. Missouri state merit scholarships. Please note that for domestic applicants, Cottey adheres to a need-blind financial aid policy, ensuring that admission decisions are not impacted by one’s ability to pay. However, to the extent that they are able, all Cottey students and families participate in funding a Cottey education.
6. Federal and private student loans

### **Can students visit Cottey’s campus?**

Students are strongly encouraged to visit campus. Students should pick a time that is good for them and let the enrollment management staff know two weeks in advance, if possible. Visiting at certain times is not ideal (during mid-terms and final exams, holidays, etc.), so advance notice will help prospective students avoid any conflicts. Cottey offers prospective students year-round opportunities to visit individually with professors and current students. For more information on visiting campus, contact the Office of Enrollment Management or visit [www.cottey.edu/future-students/admission-to-cottey/visit/](http://www.cottey.edu/future-students/admission-to-cottey/visit/).

### **Where can I find the latest Cottey information?**

Students are strongly encouraged to visit Cottey’s website: [www.cottey.edu](http://www.cottey.edu). Students may apply online or download a printable version of Cottey’s application for admission. Email links to different offices on campus make it easy for students to contact the College and get answers to specific questions.

### Can P.E.O.s visit Cottey's campus?

Cottey offers tours to P.E.O. members and chapters Monday-Friday between the hours of 9 a.m. and 1 p.m. (excluding holidays and select campus events). All tours should be scheduled at least two weeks in advance by contacting Cottey's Office of P.E.O. Relations at **417-667-8181**. P.E.O. members may eat in the dining room for a small fee and hold chapter meetings on campus. Visitors during the summer months may schedule a walking tour, but the dining room is closed mid-May through August.

## Philanthropic Contributions

P.E.O.s can help support Cottey through gifts made individually as well as by local chapters, s/p/d chapters, P.E.O. Groups and reciprocities. Gifts from local chapters may be remitted to the s/p/d treasurers for forwarding to Cottey or sent to Cottey College. (See Contact Information.) Cottey College is a 501(c)(3) organization; therefore, gifts made directly to the College are tax-deductible to the full extent allowed by law. Individual gifts will be included in the Chapter Credit Report and should be made payable to Cottey College and sent directly to the College.

There are many ways P.E.O.s can assist talented and deserving young women to achieve their goal of becoming a Cottey College graduate.

- **Annual Fund** – Support for the Annual Fund supplements Cottey's annual operating budget and helps cover the cost of faculty salaries, student amenities and campus maintenance.
- **Unrestricted Giving** – Gifts not designated by donors for specific programs allow the College to allocate funds wherever the need is greatest and to take advantage of unique opportunities as they arise.
- **Designated and Restricted Gifts** – Donors have the option of making a gift to a program that has personal significance either through a current gift or an endowment. Current gifts are used immediately, whereas endowment gifts provide a perpetual source of funding for the designated purpose.
- **Scholarships** – Like designated and restricted gifts, scholarships may be established for current use or they may be endowed. These gifts make it possible for Cottey to recruit the outstanding young women who benefit from an education that is both personal and rigorous.
- **Endowments** – Establishing an endowment is a powerful way to make a lasting gift to Cottey College. Endowments may be established for almost any educational or related purpose at Cottey and are essentially never-ending donations because the original gift remains intact and only the income earned

on the principal is used by the College.

- **Capital Funds** – Periodically the College conducts special campaigns for capital improvements to the campus or to support academic programs. Gifts designated for capital purposes may be made at any time, even when a campaign is not in progress.

For more information on ways P.E.O.s can support the College or to discuss naming opportunities, please contact the Office of Institutional Advancement at **417-667-8181** or visit our website at:  
<https://www.cottey.edu/give/giving-opportunities/>.

Unrestricted and restricted scholarship gifts are deductible for federal, state and gift tax purposes. Gifts from an individual may be eligible for matching funds through the donor's employer if the check is made payable to Cottey College and the donor initiates the matching application required by the company.

All unrestricted and restricted scholarship gifts should be made payable to Cottey College and sent to the Office of Institutional Advancement.

You can make a designated gift to Cottey through your trust or will. You can also make a charitable gift now and receive lifelong income. Cottey receives the principal gift and uses it as you have directed. Income can be for life or a term of years to named beneficiaries.

## Contact Information

To send mail to the Office of Enrollment Management, the Office of Institutional Advancement, the Office of Financial Aid or the Office of P.E.O. Relations, please indicate the appropriate office along with the College's general mail address:

**Cottey College**  
**1000 West Austin Boulevard**  
**Nevada, MO 64772**

Email may be directed to the following addresses:

- **admit@cottey.edu** for prospective students
- **financialaid@cottey.edu** for financial aid questions
- **advancement@cottey.edu** for gift opportunities
- **peorelations@cottey.edu** for P.E.O. tours and recruitment materials

You may also phone **417-667-8181** and ask for the appropriate office.