

UConn | STAMFORD



**2014/2015 UNDERGRADUATE
STUDENT HANDBOOK & ACADEMIC PLANNER**

UConn

STAMFORD

Welcome To

The Administration

Sharon Johnson White, Ed.D.

Campus Director

Jeff DeWitt

Associate Campus Director

Terry Reilly

Director of Enrollment and Registration
Services

Melissa Reynolds

Interim Director of Student Services and
Campus Dean

Master Sgt. Thomas Smith

Commanding Officer, UConn Stamford

Phara Bayonne

Director of the Jeremy Richard Library

Jud Savikas

Executive Director of the School of Business

Dear Students:

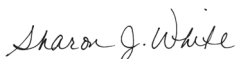
Welcome to the UConn Stamford, where Husky Pride is alive and well! First and foremost, we are proud of our academic excellence. Our faculty members are world-class and bring their extensive scholarly research to you in the classroom. The members of our professional support staff are second to none and bring cutting edge expertise to their work as they assist you through your learning process. Here you will find small class sizes, a strong sense of community on campus, ties to the greater community, and an array of services and activities designed just for you. Our students boast about the wonderful relationships they develop with the faculty, the many opportunities for internships and service learning opportunities, and the lasting friendships they develop along the way. At Stamford, one will find the Jeremy Richard Library which provides access to e-books, reference sources and journal articles. Our library also houses our Learning Commons where English and Math/Science tutors meet individually with students. The Learning Commons also houses state of the art study rooms and the campus' computer lab. The Honors Program offers additional opportunities to participate in research and public engagement projects. Distance learning classrooms link UConn Stamford to Storrs and other regional campuses for extended instructional activities. Wireless internet connection is available throughout the campus.

The objective of the campus handbook is to help you navigate the Stamford Campus. You will find information about academic programs and activities, and the handbook will enable you to gain access to a wide array of support services that are available to you. In essence, the handbook is an "A-Z" booklet that will save you time and effort as you seek out information and services.

UConn Stamford is comprised of a diverse student population. Here, you have a wonderful opportunity to experience that rich diversity. Our students arrive from a variety of countries, often speak several languages, practice a variety of religions, celebrate numerous holidays and traditions, and enrich our community with their diversity. Students may participate in a wide variety of extracurricular activities including the Student Government Association (SGA), Psychology Club, The Stamford View student newspaper, the Delta Phi Epsilon sorority, the Women's Gender and Sexuality Studies (WGSS) Center, and the Stamford Campus Sports Club. Stamford campus student activities include block parties, NCAA game watches and celebrations, dances, off campus trips, and video games and sports tournaments. The Fitness Center, WGSS Center, Rich Concourse, Cafeteria, Game Room, and student lounges provide places to gather and meet fellow students. Stamford students, along with students from Storrs and other UConn campuses, may participate in the Alternative Spring Break programs. This past March, students journeyed to New Orleans to address urban poverty issues for communities.

So, as you can see, an excellent education awaits you at UCONN Stamford. Also, as a University of Connecticut student, you can experience both a regional campus and the main campus in the time you are a student. Students go back and forth between the campuses for a variety of reasons.

Ultimately, our goal is to educate you as future citizens of the world in a way that guarantees you will have an important impact on the world in which you will live. I wish you the very best as you begin your studies at the University of Connecticut. A great education awaits you.



Sharon J. White, Ed.D.
Campus Director



1 University Place
Stamford, CT 06901
203.251.8400

Dear Student:

On behalf of the Student Government Association, I would like to welcome you to the University of Connecticut-Stamford Campus! We are so lucky to have you!

Being a freshman in college can be bewildering but, it can also be exciting, fun and most importantly, a learning experience. It is here that you will have the opportunity to make memories that will last you a lifetime. It is essential that you take advantage of the different tools and resources around you, if you wish to have a successful college career. As such, I encourage you to use the Student Handbook and explore different opportunities for involvement that might interest you. In this handbook, you will find useful information about our campus, our many student services, and programs we offer.

As it is with all universities, your experience as a student will be what you make of it. Participating in clubs and organizations on campus provides you with an opportunity to add value to your college experience. The learning experience you attain from being involved on campus will help impact your present and future.

Here, we like to encourage our students to “work hard and play hard”—and the activities and opportunities on campus are endless. With SGA, you can exercise your leadership skill and be an asset to the student body. With the Stamford Sports Club, you can exercise your body and stay fit. If you are looking to join a sorority—we have Delta Phi Epsilon. If you are interested in student activism, you can join Zero Tolerance, or student outreach with Spectrum. And that is just the beginning, there is something for everyone. And if you can’t find a club or an organization that you are interested in, you are welcomed to begin your own!

Not only do we have an exuberant student body, but we also have amazing faculty who are filled with great passion for the students they teach. They are a great source for education and information; go to them when you need help or advice. As you might have gathered, UConn Stamford is a regional campus; this differentiates us from other campuses. We are able to offer smaller classes, which are taught by a very dedicated faculty. This means that, as a student, you are in a learning institution that offers a more personal approach to learning—ensuring that you get the most out of your education.

Our Student Government has an open-door policy and believes that all different interests and experiences are valuable to the organization, and we encourage every student to work with us. All it takes is your enthusiasm, knowledge and energy to start your own path to success on our campus.

As your Student Government, you are our main priority. If you have any questions, concerns, or suggestions, do not hesitate to stop by our office, located in Room 1.21, or call us at (203) 251-8545.

Once again, Welcome to UConn! I hope we have a wonderful year full of fun and academic success!

Best Wishes,
Ofonime Udo-Onkon
President
Student Government Association

SGA Officers

Ofonime Udo-Onkon

President

Erica Teixeira

Vice President

Davon Dicks

Chief Financial Officer

Jada Williamson

Chief Administrative Officer

Jenifer Shahjahan

Student Affairs Officer

Gayle Riquier

Advisor

SGA Office:

Room 121

Phone:

203.251.8545

SGA Email Address:

UConn.Stamford.SGA@gmail.com



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For More Information
<http://Stamford.UConn.edu>

Drug Free Campus & Alcohol Abuse Statement

The section on Part II Section B of the Student Conduct Code and the Drug Free Campus and Alcohol Abuse Statement and the Alcoholic Beverage Policy specifically prohibits the manufacture, distribution, sale, use, offer for sale, or possession of drugs or narcotics, or drug paraphernalia and mandates adherence to the University's Alcoholic Beverage Policy. A student who is found guilty of misconduct or is found guilty of being an accessory to misconduct shall be subject to the sanctions authorized by the Student Conduct Code. The maximum sanctions which can be imposed upon a student found guilty include expulsion or suspension from the University.

Reporting Incidents of Harassment or Discrimination

The Student Conduct Code include regulations designed to promote a positive and pluralistic educational community. Any student who believes that he or she is being harassed or otherwise subject to discrimination according to this code because of race, ethnicity, religion, gender, physical disability, sexual orientation, other or similar characteristics is encouraged to contact the Department of Student Services [room 201] immediately for assistance and to review options available to victims.

Affirmative Action Statement

University of Connecticut policy prohibits discrimination in education, employment, and in the provision of services on the basis of race, religion, sex, age, marital status, national origin, ancestry, sexual orientation, disabled veteran status, physical or mental disability, mental retardation, and other specifically covered mental disabilities.

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Other Resources

For the official University text please refer to:
The Undergraduate Catalog <http://catalog.uconn.edu>

The Student Code <http://dosa.uconn.edu>

For other information about University of Connecticut visit:
<http://www.students.UConn.edu>

For more information about UConn-Stamford offices and programs visit: <http://Stamford.UConn.edu>

The information contained in this handbook is an abbreviated text of the official rules, regulations, and policies found in both the University Course Catalog, and The Student Code of Conduct.

This handbook is meant only to familiarize you, in a general way, with those rules, regulations, and policies.

Community Standards: The Student Code

Admission to the University of Connecticut means acceptance into a new and special kind of community - an academic community. With acceptance comes a responsibility to uphold and build upon the values and the traditions that have served to define and to strengthen this community over time. New students are welcomed as partners in a fellowship of learning and personal growth. Membership in the University of Connecticut academic community should be considered a privilege and an honor by those students who are invited to join.

The "spirit" of inquiry lies at the heart of our community. It is the realization that the act of learning is essential to personal growth. The desire to know and the willingness to explore require the strength to resist the false promises of shortcuts and substitutes in the process of learning. The spirit of inquiry is the passion and the patience to commit oneself to a continual journey toward understanding.

Incorporating the spirit of inquiry into one's life as a student is not easy. It calls for curiosity, stamina, vulnerability, honesty, grace, courage, and integrity. A student needs to look beyond comfortable assumptions in search of new perspectives and seek the very information that might change his or her mind. To adopt the spirit of inquiry is to consciously decide to explore opportunities that may be hidden in contradictions. Facing the unfamiliar, making decisions on the value as well as on the meaning of new information, reflecting on the "how" and the "why" of personal choices, and accepting responsibility for one's actions are all part of this process.

The spirit of inquiry can only flourish in an environment of mutual trust and respect, and that environment cannot be limited to the classroom or to the lab. Each member of the community must have the opportunity to participate fully in the process of learning and understanding if the community as a whole is to remain strong and vital. Therefore, all members must accept responsibility for creating an environment that promotes individual growth and builds community through the safe, respectful exchange of diverse thought, opinion, and feeling.

Unfortunately, a few students may abuse the freedom inherent in such an environment.

Students who breach the trust that has been extended to them by the University community shall be held accountable for their actions. Responsibilities of Community Life: The Student Code describes the process for addressing such matters. It rests on the principles of individual development, peer review, community involvement, and fairness. Therefore, whenever appropriate, it encourages alternative methods of dispute resolution, such as mediation.

INTRODUCTION TO THE STUDENT CODE

The University of Connecticut seeks to balance the needs and the rights of the individual with the welfare of the community as a whole. Students are expected to conduct themselves in a manner that is consistent with the values embraced by the University community and reflected in its various policies, contracts, rules and regulations, including those contained herein.

The Student Code is intended to describe the types of acts that are not acceptable in an academic community as well as the general process by which they will be addressed (including the types of sanctions that may be imposed). Procedural rules consistent with the provisions of The Student Code will be developed as necessary from time to time so that fundamental fairness may prevail.

Students do not lose their rights as citizens of or visitors in this country when they become members of the University community. Conversely, they do not shed their responsibilities. For example, the University supports a student's freedom of expression and expects that freedom to be exercised by the student in a manner that does not violate the law or University policy. (Please refer to the Student Bill of Rights in Appendix A).

Maintaining a balance between the individual and the community is a continual process that requires insight, sensitivity, and diligence on the part of each member of the University. Students are encouraged to become involved in University programs and services that promote this effort. Serving on a hearing board or volunteering to be a peer mediator are two important ways to participate. For more information on these and other opportunities, please contact the Dean of Students Office.

The UConn Creed

- *I will practice personal and academic integrity.*
- *I will respect the dignity and rights of all persons.*
- *I will demonstrate concern for others and live up to my community responsibilities.*
- *I will approach learning with a spirit of inquiry.*
- *I will take pride in the University of Connecticut.*

Creed:

I will practice personal and academic integrity.

a system

I will respect the dignity and rights of all persons.

of beliefs,

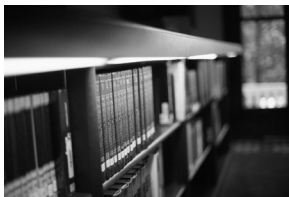
I will demonstrate concern for others and live up to my community responsibilities.

principles,

I will approach learning with a spirit of inquiry.

and aspirations.

I will take pride in the University of Connecticut.



The Learning Commons

For More Information
s.uconn.edu/stamfordlearningcommons
203.251.8500

Staff

Phara Bayonne
Library Director
Phara.Bayonne@lib.uconn.edu

Hours of Operation

Mon-Thurs: 8:00 am - 9:00 pm
Fri: 8:30 am - 4:00 pm
Sat: 10:00 am - 4:00 pm
Sun: Closed Check our website for
special hours during intersession,
summers and exam periods.

THE JEREMY RICHARD LIBRARY

Need Help with your Research? Start here:

<http://s.uconn.edu/research>

The Learning Commons at UConn Stamford supports academic success by providing library services and resources to students, faculty and staff at UConn. The learning commons is an active, comfortable space where students can collaborate with their peers, study in groups or individual spaces and receive tutoring, research and technology assistance from library and trained student staff. Visit our Stamford Learning Commons website to learn more: : < <http://s.uconn.edu/jrllc> >

The Jeremy Richard Library at UConn Stamford is here to support your research needs. The library opened in 1974 and houses over 90,000 books and videos/DVDs. The collection is particularly strong in the areas of economics, English, history, political science, psychology, management, and business and information technology. Our recently renovated first floor is now a Library Learning Commons where over 40 computers are networked to the main campus at Storrs. New spaces and group work areas have been built to provide collaborative studying and comfortable seating. Our services include wireless printing, interlibrary loan, photocopying & scanning, equipment on loan (i.e. graphing calculators, portable DVD players, laptops and more).

The library's website, lib.uconn.edu provides abundant resources and access to print, electronic and audio/visual materials. As UConn students, you have access to a growing array of electronic resources that are available on or off campus. You can also receive materials from outside the UConn library system, access eBooks and articles from home, renew books online, and connect with a librarian via our Ask- A-Librarian chat service.

At the library, your University ID is required for you to borrow library equipment, print from our network printer (B&W \$.10 cents per page; Color \$.35 cents per page); study in our group study rooms (all are equipped with whiteboards, VCR and DVD player); and borrower books from our extensive collection. Stop by and meet our library staff, and plan to attend our workshops to learn how to use the library and its many resources. Also, keep current of library news by reading our weblog and following us on Facebook: facebook.com/stamfordjrll

Download the LibX Toolbar to access UConn Library resources directly from your browser!

s.uconn.edu/libx

THE COMPUTER LAB

All Stamford campus students are encouraged to use the library learning commons computers for their academic and research needs. The computer area on the Learning Commons first floor contains 38 PC computers with several more machines on the second floor of the library.

The computer area on the Learning Commons first floor contains 38 PC computers with several more on the second floor of the library. English compositions, term papers, and laboratory reports may be written using Microsoft Office. The computers also supports the use of Visual Studio, Minitab, SPSS, and a myriad of other software provided for courses using the University's Skybox network <skybox.uconn.edu>. Printing services are available using the Husky One Card (Your UConn ID). In addition, student tech personnel can help with HuskyCT, wireless access, registration, scanning, UConn E-mail (Google Apps), and other official uses of computers and the Internet. If you're interested in free software available to UConn Students visit the <http://huskytech.uconn.edu>, the free student technology support website.

All printing & photocopying must be done utilizing your UConn ID (B&W \$.10 cents per page; Color \$.35 cents per page).

<http://onecard.uconn.edu>

The Learning Commons

THE SOURCE FOR ACTIVE LEARNING

(WRITING / Q CENTERS)

The Source for Active Learning (aka “The Source”) offers a variety of resources to help UCONN Stamford students become successful and independent learners. Our aim is to encourage all students and enhance their opportunities for academic excellence. We offer programs based on a broad approach to learning. The First-Year Experience Program offers one credit research-based courses designed to support first-year students in their transition to the University of Connecticut. In these courses, students learn how to master the challenges of a university education. Through individual assessment and group workshops, students enhance their study skills and discover their learning styles.

The Source includes Q Course tutoring and the Writing Center and is located inside The Library Learning Commons. Tutoring is free to all UCONN-Stamford students but is by appointment to accommodate as many people as possible. Students must bring textbooks, notes, class handouts and assignments to each tutoring session.

The Q Course tutoring includes free tutoring in the following areas: Biology, Chemistry, Math, Physics, and Statistics. Tutoring sessions for Math, Physics and Statistics last for one half hour and sessions for Biology and Chemistry last an hour.

The Writing Center offers students the opportunity to work with trained tutors on a variety of writing projects, from course papers to resumes and business letters. Students are encouraged to bring in work at any stage of the writing process. Tutors provide strategies for brainstorming, project development, and revision, including citation help. Tutoring sessions for writing last for one half hour.

Suggestion and comments about “The Source,” can be directed to Melissa Reynolds, Director, Dept. for Student Services/Coordinator of The Source or Serkan Gorkemli, Assistant Professor of English and the Writing Center Coordinator.

To schedule appointments for the Writing Center/Q Center, please visit: <http://advapp.uconn.edu> and select “The Source (The Source for Active learning) Stamford” from the drop-down menu.



Services

First Year Experience
Comprehensive Learning Strategies
Individualized Math and Science Tutoring
Peer Study Group
Comprehensive Writing Strategies
Student Tailored Peer Tutoring
ESL-Related Writing Tutoring

Staff

Melissa Reynolds
Director, Student Services
Melissa.Reynolds@uconn.edu
203.251.8484

Serkan Gorkemli
Assistant Professor of English
Writing Center Coordinator
serkan.gorkemli@uconn.edu
203.251.9585

To Schedule a Tutoring Session
visit: www.advapp.uconn.edu

Study Abroad

The University of Connecticut offers over 200 study abroad programs in 65 countries on six continents. You can study as far away as China or as close as Mexico, in a small village in the desert or on a large ship at sea. You might take courses at a university in Ireland, intern at a non-profit in South Africa, conduct field research in Brazil, or study with UConn students in Florence. Best of all, you can spend a semester abroad and still graduate on time.

Studying abroad is a great way to gain proficiency in another language and to experience a new culture. There is no better way to learn about yourself, expand your world view, and develop practical skills than by spending significant time in a different country.

Search the excellent interactive Study Abroad website: www.studyabroad.uconn.edu to learn about the various programs. Discuss your options with one of the advisors in the Advising Center.





Advising Center

For More Information
Room 2.01
203.251.8484

At UCONN Stamford, academic advising is shared by professional advisors in the Advising Center and faculty advisors. Professional advisors will advise students who are not yet in their major (ACES). Once students are accepted into a major, they are assigned a faculty advisor.

Professional advisors in the Center also supplement the extensive advising that occurs between faculty and their advisees. They can answer general advising questions, such as selecting a major, double majors, additional degrees, study abroad, GPA requirements, transfer credits, and individualized study.

Services

Undergraduate Degree Services
General Advising Questions and Concerns
Advising Literature and Forms
Guidance for Undecided Majors
Study Abroad Information
Stamford Majors Final Plans of Study

Staff

Carolyn Ginsberg
carolyn.ginsberg@uconn.edu

Chrissy Gray
christina.gray@uconn.edu

Jennifer Panzarella
jennifer.panzarella@uconn.edu

ADVISING RESOURCES

Students can work with their advisors to plan, problem solve, and help explore their interests and goals. Advisors are also a contact for getting information regarding programs, tutors, special needs, or just general information.

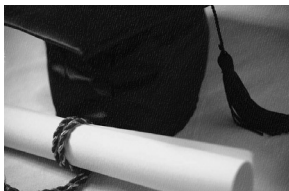
Students can find the name and phone number of their assigned advisor on their "Student Center" in PeopleSoft www.studentadmin.uconn.edu

ADVISING REQUIREMENTS FOR STUDENTS

UConn requires that students learn how to work with key academic information on the "Student Center" page of their PeopleSoft account [www.studentadmin.uconn.edu]

- Find the name and phone number of your assigned Academic Advisor
- Find evidence that the Foreign Language Requirement has been met
- Know your Enrollment Date, which the Registrar assigns students each semester based on credits earned
- Learn what "Holds and Indicators" restrictions are on your PeopleSoft account and how to get them released
- Know your CUM GPA and how it is calculated

For additional advising information: <http://stamfordstudentlife.uconn.edu/advising>.



Other Advising Offices

BACHELOR OF GENERAL STUDIES & NON DEGREE STUDIES: ROOM 2.13, 203.251.8550

Rita Koenig, M.A., LPC, Assistant Director, Rita.Koenig@uconn.edu

Elizabeth Burt, M.A., Academic Advisor, Elizabeth.Burt@uconn.edu

Lisa Siebert, M.A., M.B.A., Academic Advisor, Lisa.Siebert@uconn.edu

The Bachelor of General Studies Program [BGS] is an upper division transfer degree program for returning adults. Students major in General Studies with an individual course of study developed by them and their advisors. Internships and Independent Study opportunities are also included. This office provides information on admissions to the degree program, professional advising and counseling services to current students, and advising for all Non-Degree students.

SCHOOL OF BUSINESS: ROOM 1.30, 203.251.8445

Marlys Rizzi, Program Manager, Marlys.Rizzi@business.uconn.edu, 203.251.8445

Matthew Longcore, Program Administrator, MLongcore@business.uconn.edu, 203.251.9540

The Undergraduate Programs Office in the School of Business is organized to provide accurate and detailed information about our business programs, academic and graduation requirements, policies and procedures to all prospective and matriculated business students. The three School of Business programs that can be completed on the Stamford campus are: Business Administration, Business Data Analytics, and Financial Management.

CENTER FOR ACADEMIC PROGRAMS (CAP): ROOM 2.67, 203.251.8488

Kwasi Gyambibi, C.A.P Coordinator, Kwasi.Gyambibi@uconn.edu

The Center for Academic Programs houses the Student Support Services program which is a program designed to assist selected students throughout their four years at The University of Connecticut. Students are admitted through the University Admissions process, based on the program's guidelines.

Academic Advisors assignments can be found in PeopleSoft.

Faculty Advisors are assigned according to your declared major.

Faculty contact information can be found at :
<http://phonebk.uconn.edu/>



Staff

Dr. James Perrone
Consulting Psychologist
James.Perrone@uconn.edu

Psychological Counseling

For More Information
Room 3.48
203.251.8484

Dr. James Perrone is the campus consulting psychologist and is available to assist students with short term counseling, crisis intervention, study skills, and anxiety reduction techniques. He offers specialized counseling for students encountering academic or personal difficulty. All sessions are voluntary and confidential.

Students wishing to take advantage of this service should make an appointment by calling 203.251.8484 or stop by Room 2.01.

For More Information
Room 2.01
203.251.8484

Service for Students with Disabilities



Confidential services for students with disabilities are available through the Students Services Office. Any student with a documented disability, either permanent or temporary, is eligible to receive services from the Coordinator of Student Disability Services. We encourage all students with a disability to register with the office. The purpose of accommodations is to reduce or eliminate any disadvantages that may exist due to a student's disability. Students requesting accommodations are responsible for providing appropriate and current documentation. Documentation guidelines for specific disabilities can be accessed at: http://www.csd.uconn.edu/doc_guidelines.html.

The University of Connecticut is committed to achieving equal educational opportunity and full participation for persons with disabilities. It is the policy that no qualified person be excluded from participating in any University program or activity, be denied the benefits of any University program or activity, or otherwise be subjected to discrimination with regard to any University program or activity. This policy derives from the commitment to non-discrimination for all persons in employment, access to facilities, student programs, activities and services.

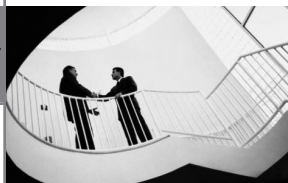
Lockers are available for students with disabilities on a limited basis to please see the Coordinator of Disability Services.

Parking for Students with Disabilities

All employees and students with handicapped permits or plates issued by a state department of motor vehicles must display a UConn parking permit. Specially designated spaces are available in the garage and located in the faculty section toward the front gate exit. There are also specially designated parking spaces located on Franklin street alongside the building where the café' and library are located. Applications for temporary/permanent state handicapped permits are available through the State of Connecticut Motor Vehicle Department. For more information go to: <http://www.dmv.org/ct-connecticut/new-to-connecticut.php>

For More Information
Room 2.19
203.251.9549

Career Center



The Career Center provides individual career counseling services to undergraduate degree students, as well as general services to all students and alumni. We have developed strong relationships with 3,000 area companies and organizations that post positions in the Career Center annually. Moreover, approximately 750 companies list internships with the Career Center. These postings can be found in our Job Posting and Internship Posting books, located in the Career Center, Rm. 219, and also on our "hot jobs table" directly outside of the Career Center. Please stop by at any time during regular business hours to browse available positions. Students have recently secured positions with Indeed, UBS, General Electric, Gartner, Thomson Reuters, and Laurel House.

INTERNSHIPS

Internships are extremely popular and rewarding. Participating in an internship during your undergraduate career is an excellent way to get experience, build a network of contacts and figure out if your career interest or chosen occupation is really what you want to pursue after graduation. Stamford is home to a myriad of large, well-established companies, as well as smaller businesses. Our students are able to take advantage of all the opportunities this fast-paced, urban center has to offer. The internship program provides direct experience in the student's field of choice. Internships are available on both a credit and non-credit basis, and the majority of the internships are also paid. Credit internships are only available to juniors or seniors. Students have recently interned with Northwestern Mutual, NBCUniversal, Merrill Lynch, IBM, PurePoint Energy, "O" Magazine, YES Channel, AmeriCares, Kids in Crisis, Domestic Violence Center, Inspirica, Child Guidance Center, and the Stamford Education Foundation.

HOURS OF OPERATION

Mon - Fri: 9:00 am - 4:00 pm

Services

Year round support
Academic skills counseling
Connection to community resources
Pre-admission counseling & new student orientation

Staff

Elizabeth Burt
Elizabeth.Burt@uconn.edu

Campus Accessibility

Accessible entrances are located on Franklin St. and at the corner of Broad St. and Washington Blvd.

Elevator provides access to both the 2nd and 3rd floors between the Co-op and the Library.

The entrances to the following rooms are equipped for handheld remote access:

Registration (Room 2.02)
Student Services (Room 2.01)
Computer Lab (Room 3.05)
Restrooms

Services

Undergraduate Degree Students:

Resume preparation and critique
Individual assessment & test interpretation
Mock interviews
Graduate School Counseling
Career and Internship counseling
Career workshops

Students and Alumni:

Job and internship postings
Online jobs & internships by using *Husky CareerLink*, and *internships.uconn.edu*
Research careers and salaries
Majors Exploration
Career Planning Course - INTD 3985
Career Fairs in April and November

Staff

Halina K. Hollyway
Director, Career Center
Halina.Hollyway@uconn.edu

Celeste Baran
Celeste.Baran@uconn.edu



Student Activities

For More Information
Room 2.17
203.251.8489

Services

Campus Programming & Activities
New Student Orientation
Stamford Campus Student Handbook
Student Clubs & Organizations
Student Government Association [SGA]
Student Leadership Information/
Workshops
UConn Basketball Lottery

Staff

Gayle Riquier
Coordinator of Student Activities
Gayle.Riquier@uconn.edu



ATHLETIC TICKET INFORMATION

For all ticket information
regarding UConn athletic events
please contact the Athletic Ticket
Office at:
1-877-AT-UCONN
or 860-486- 2724
or visit their web site at:
www.uconnhuskies.com



STUDENT LOCKERS

Over 100 student lockers available to
lease for \$20/annually (August-May).

Most lockers are leased within the first
two weeks of Fall classes so don't
delay if you want one.

Bring completed rental forms (located
in the first floor hall) to Room 1.42,
behind the Fitness Center with cash
or check.

REGISTERED STUDENT ORGANIZATIONS

It very simple to start a student organization. The organizers must register their organization with a written constitution, officer list, faculty or staff advisor, and membership list, which is submitted to the Student Activities Coordinator. Once registered, the student organization is then eligible to request funding from the Student Government Association. To receive SGA funding, the majority of the membership of the requesting student organization must have paid the student activity fee. ALL SGA Senate Candidates, Voting Senators, Officers and all student organization officers of clubs receiving SGA funding are required to pay the activity fee each semester. Students who are not automatically charged the activity fee are BGS, Non-Degree students, and MBA students.

Please go to the Student Activities Office for a current list of all Registered Student Organizations on the campus.

STUDENT GOVERNMENT

The Student Government Association [SGA] purpose of the SGA is to coordinate activities, sponsor, and fund student organizations for which the student body may express interest. The SGA is also responsible for overseeing expenditure of the student activity fee. Students need not be a senator in SGA to participate on any of the standing SGA committees. The Student Government Association welcomes all student ideas and urges all students to take an active part in their campus community and its government. Membership and leadership opportunities are available through SGA and its sponsored clubs and organizations. Interested students should contact the SGA members or officers. To be an SGA senator a student must be voted in during our open elections that are held in September and all new students are encouraged to join the SGA. SGA Candidacy forms are available in the SGA office for anyone who is interested. The SGA owns some recreational equipment that can be signed out in the SGA Office with a Student ID. You are welcome to use any of the equipment available.

OTHER INVOLVEMENT OPPORTUNITIES

There are many opportunities to get involved on the Stamford campus from clubs and organizations to on-campus jobs and internships. Also, from time to time, students often have the chance to sit on different committees that have been formed on the campus. The most important thing to remember is to get involved. It doesn't matter if it is working out at the fitness center, participating on a campus wide committee, or giving a tour of the campus as a Husky Ambassador. By getting involved on the campus you will have the opportunity to network, make changes to the campus, and learn valuable leadership skills.

The following include some of the recent activities and organizations available to you at the Stamford Campus. All new ideas are welcome and your participation in Campus life is strongly encouraged!

RECENT EVENTS HAVE INCLUDED:

Lectures
Block Parties
Basketball/Football Trips
Thanksgiving Dinner
Off Campus Trips [NYC, etc.]
Dances
Psychic Fair
6-Flags Trip

Leadership Workshops
Blood Drives
Alternative Spring Break Trip
Sporting Tournaments
Laser Tag
Bowling Night
Comedy Night
Magician/Hypnotist Show

Contact Kathleen Charland for
details and membership prices at
<http://stamford.uconn.edu/fitnesscenter.htm>
203.251.9563

Fitness Center

The UConn Stamford Fitness Center has full circuit equipment including Cybex Lat Pull-down, Dual Axis Row, Fly Machine, Chest Press, Overhead Press, Tricep Extension, Bicep Arm Curl, Abdominal Crunch, Torso Rotation, Back Hyper-extension, Leg Press, Seated Calf Raise, Leg Extension and Leg Curl. Maxicam supplies Abdominal Boards, Roman Chair, Incline Benches, Decline Bench, Flat benches, Cable Cross, and a Smith Machine made by Parabody. Dumbbell Weights range from 5 pounds to 100 pounds made by Ivanko. Cardiovascular equipment includes Cybex Treadmills, Recumbent Bikes, Upright bikes, Life Fitness Cross-trainers, and an ARC trainer by Cybex. The Center also has a large stretch area with leg weights, physio balls, weighted balls and mats. Varied aerobic and martial classes are offered as well.

For More Information
www.bookstore.uconn.edu
203.251.8544

UConn Co-op

The UConn Co-op, the official bookstore for the University of Connecticut, is open all year to serve the needs of the members of the University community. The Co-op stocks not only all the books and other educational materials required for classes, but also study aids, student supplies, snacks and cold drinks, University-imprinted items such as sportswear and giftware and other items of interest to the community. Computers and software and other technology are also available at educational pricing to students, faculty, and staff.

Incoming Students – Any new student who is or will be enrolled in any course at any University of Connecticut campus location may become a member of the Co-op. Students must activate their membership by going to www.bookstore.uconn.edu beginning in August or by asking to activate their membership when they make their first purchase at the Co-op. Currently that membership fee is \$0 (free!). New students must activate their membership during Co-op's rebate year (June 1st – May 31st) in order to be eligible for patronage rebates as well as other services. Members are also eligible to run for the Co-op's Board of Directors.

When purchasing course materials, you will need to bring your official class schedule. The cost of textbooks and supplies generally ranges from \$100 - \$200 per course, or about \$600 - \$800 per semester for 5 courses, depending on the subjects and whether or not you are able to purchase used books, which are 25% less than new. The Co-op does now offer a robust in-store textbook rental program where you can save up to 50% off the price. New course materials may be returned until 3 weeks from the first day of classes and used books will be accepted for return until 2 weeks from the first day of classes. New books must still be in perfect condition and all refunds require a valid I.D. and original register receipt. Watch for flyers announcing book buyback days at the end of each semester, so you can sell back course materials that you no longer need.

For More Information
203.251.9508

Public Safety [UConn Police Department]

University police patrol the campus on foot and in marked vehicles. Officers are on duty 24 hours a day, 7 days a week. The police substation is located on the third level of the parking garage. Police can be contacted to report an emergency by picking up any of the emergency phones located in classrooms, conference rooms and public areas throughout the building. Emergency assistance is also available by dialing "911" from any phone in the building.

Register your cell phone at www.alert.uconn.edu to receive text messages in the event of a campus emergency.



Hours of Operation

Mon. - Thurs. 8:00 am - 9:00 pm
Friday 10:00 am - 3:00 pm
Closed Saturday and Sunday

During semester breaks please call to check the hours of operation.



Hours of Operation

Mon - Thurs : 9:00 am - 9:00 pm
Fri: 9:00 am - 2:00 pm

Hours may vary. Check the door or the website for current listing of hours.



Services

Campus Evacuation Procedure
Lost and Found
Campus Safety



WOMEN'S, GENDER & SEXUALITY STUDIES

Services

Cultural and academic events and speakers
Lending library
Resource book
Student computer with internet access
Study area
A comfortable place to take a break

Staff

Dr. Ingrid Semaan
Director of Women's, Gender, and
Sexuality Studies
ingrid.semaan@uconn.edu

Hours of Operation

Mon -Thurs: 12:00 pm - 6:00 pm

Women's, Gender, and Sexuality Studies (WGSS) Center

For More Information
Room 3.11
203.251.8411

Women's, Gender, and Sexuality Studies (WGSS) Minor: The Women's, Gender, and Sexuality Studies Program's undergraduate minor is a flexible interdisciplinary academic program devoted to the critical analysis of gender and the pursuit of knowledge about women, gender, and sexuality. Our courses explore the ways gender interweaves with race, class, sexuality, and other factors which contribute to women's and men's lives. The Women's, Gender, and Sexuality Studies Program is committed to a vision of women and gender that is international and cross-cultural.

For the Women's Gender, and Sexuality Studies Minor, the requirements are:

1. Fifteen credits (or five classes) in WGSS courses, courses cross-listed with WGSS, and courses cross-referenced with WGSS. See the flier available in the WGSS Center (Room 311) for more information.
2. At least twelve credits (or four classes) must be at the 2000 level or above.
3. Up to two courses can count both toward the core courses of your major and toward the WGSS minor. There is no limit on the number of courses that can count both toward the WGSS minor and your "related" courses.
4. You must earn a C or better in each of the five courses for the minor.
5. Contact ingrid.semaan@uconn.edu to sign up for the minor and/or get answers to any questions you have.

Women's, Gender, and Sexuality Studies courses prepare students to employ critical learning in their private lives as well as in their public roles as citizens and as members of our complex work force, and enhances their ability to work with and for women and men to create a more humane society. Women's, Gender, and Sexuality Studies fosters interdisciplinary breadth and critical thinking and thus opens the way to a wide variety of career choices and graduate programs.

Because an increasing number of employers and graduate programs seek applicants with expertise in the study of women and gender, Women's, Gender, and Sexuality Studies courses can be a powerful addition to your undergraduate major. We encourage you to speak with WGSS faculty to explore the wide variety of undergraduate courses we offer.

Events: In addition to offering a minor, the Women's, Gender, and Sexuality Studies Program sponsors many cultural and academic speakers and events every semester. Recent events include a series on reproductive justice, a student production of "The Vagina Monologues," an Amnesty International letter writing action, and a self-defense workshop.

Services: We also offer a wide variety of services in the Women's, Gender, and Sexuality Studies Center, located in room 311. We have a knowledgeable staff who can answer any questions you might have, subscriptions to several magazines, a lending library, a list of Fairfield County resources, two student computers with internet access, a study area, and comfortable chairs where you can take a break from your busy day. Please stop by room 311 to see what we have to offer.



Honors Program

For More Information
Room 3.38
203.251.8420

The Honors Program at the Stamford Campus of the University of Connecticut serves students who are both scholastically capable and educationally ambitious. Opportunities include honors courses and seminars, funded and unfunded supervised research, and internships that combine theory with practice.

Freshman and Sophomore Seminars

Issues in the News / Intellectual Themes Throughout History / Civic, Business, and Community Engagement

Advanced Interdisciplinary Honors Seminars

Globalization, Culture, And Current Challenges / Ideas and Actions / Human Rights / American Dream
Experiential Learning, Field Work, and Internships Supervised Research And Honors Thesis

Quotes From Stamford Honors Students

- *Best and most memorable college experience*
- *Challenged me to do my best*
- *The support and encouragement was wonderful*
- *Helped me learn to think independently*
- *Intellectually stimulating seminar discussions with extraordinary students and faculty*
- *Honors was instrumental in my acceptance to the Yale post-baccalaureate premedical program*
- *The knowledge and desire for excellence gained will enrich all aspects of my future.*

Email watnick@uconn.edu for permission to enroll in honors courses or discuss individual opportunities.

Staff

Dr. Richard Watnick
watnick@uconn.edu

For More Information
Room 3.117
203.251.0189

www.business.uconn.edu/cms/p1756

Stamford Learning Accelerator

The Stamford Learning Accelerator (SLA) is a collaborative, experiential learning space where programs from many UConn Schools can share facilities and resources to foster a wide range of team projects for all students, business and non-business, graduate and undergraduate. The SLA houses student team projects sponsored by many greater Fairfield County companies and organizations and are overseen by the School of Business' experimental learning centers.

Companies who have engaged the SLA at UConn include IBM, Pitney Bowes, GE Capital, Gartner, Bigelow Tea, RBS, NewsCorp as well as many entrepreneurial startups. Projects have also involved intellectual property and patents from UConn's own Faculty to determine commercial applications.

All projects operate under the guidance of UConn faculty and mentors, with the involvement of the senior management of the participating venture. The teams help propel innovation and move client ventures closer to success by engaging in consulting projects such as:

- Performing comprehensive market analyses and associated market-entry strategies;
- Developing strategic road-maps and sustainable business models;
- Evaluating the market feasibility of emerging technologies; and
- Constructing customer relationship strategies.

Projects are offered each trimester during the Spring, Summer, or Fall, and are typically comprised of a team of four students who are mentored by an interdisciplinary team of UConn faculty, business sponsors and members of the international business community. Students can earn 3 or 6 credits depending on the project's scope and deliverables. Summer projects may earn a stipend and no credits.

For More Information
Room 3.13
203.251.9525

Center for Judaic & Middle Eastern Studies

The Center for Judaic & Middle Eastern Studies at UConn-Stamford, now celebrating its 34th year, is an interdisciplinary academic program within the undergraduate curriculum as well as an extensive continuing-education and outreach program.

Academic: As an academic unit, the Center initiates, offers, and coordinates undergraduate courses in relevant areas at the Stamford campus. The Center's credit offerings cover Jewish history and culture from antiquity to modern times, the study of the Holocaust, the history of Zionism and Modern Israel, the politics and culture of the ancient and modern Middle East, contemporary literature of Israel, the Palestinians, and other Arab countries, and international relations and US politics as they pertain to the Middle East. The Center also offers and coordinates courses in Religion and interfaith studies. Courses are given out of Judaic Studies, Hebrew, English, History, Sociology, Political Science, Women's Studies, Anthropology, and Sociology. Many of the Center's credit courses satisfy requirements for the new Middle Eastern Studies Minor.

Certificate: The Center also awards a Certificate in Judaic and Middle Eastern Studies to students who successfully complete a set of requirements in designated courses, offered by the above departments, as well as in several outreach programs.

Outreach: In its many years of offering extensive outreach programs to the community, including full-day conferences, lecture series, and specialized seminars, the Center has created a learning community which gathers for intellectual pursuits and discussion of scholarly and contemporary issues. These programs have been attended by community members as well as by UConn students and faculty. The Center has hosted and sponsored lectures by some of the most renowned writers, historians, philosophers, political scientists, and policy analysts of our times.

The Center has been recognized for its innovative programs in the areas of traditional academic education and particularly in outreach projects. Since its inception, the Center has enjoyed broad community recognition and has been financially supported by individuals, foundations, corporate gifts, and matching grants. Founding Director is Dr. Nehama Aschkenasy, Professor of Comparative Literary and Cultural Studies.

Website: www.cjmes.stamford.uconn.edu



Experiential Learning Accelerators + Centers:

- Digital Media Center (DMC)
- UConn Student Advertising Agency (SA)
- SS&C Technologies Financial Accelerator (FA)
- CCEI/Innovation Accelerator (IA)
- International Business Accelerator (IBA)
- Sustainable Community Outreach and Public Engagement (SCOPE)
- Entrepreneurship Bootcamp for Veterans with Disabilities (EBV)
- Financial Risk Management Program (FRM)

Staff

Brian Brady
Director of the Stamford Learning Accelerator
Brian.Brady@business.uconn.edu

Timothy Dowding
Associate Director of the International Business Accelerator
Timothy.Dowding@business.uconn.edu



Services

Library
Annual Conference
Lunch and Learn Series
Distinguished Guest Speakers
Interfaith Seminars

Staff

Dr. Nehama Aschkenasy
Director of the Center for Judaic & Middle Eastern Studies
Professor of Comparative Literary & Cultural Studies
nehama.aschkenasy@uconn.edu
203.251.8435
Program Associate
StamfordCJMES@UConn.edu
203.251.9525



The University Structure

For More Information
see your academic advisor
or visit www.catalog.uconn.edu

The University of Connecticut is composed of eleven schools and colleges, based at the Storrs Campus, which award both undergraduate and graduate degrees, as well as the Schools of Medicine and Dental Medicine in Farmington, and the Law and Social Work Schools in Hartford. There are also five regional campuses located at Avery Point, Hartford, Stamford, Torrington, and Waterbury.

The following is a list of the undergraduate schools and colleges and their abbreviations. When students are asked to identify their school or college on UConn forms, the following abbreviations should be used:

- ACES Academic Center for Exploring Students
- AGNR College of Agriculture and Natural Resources
- BUSN School of Business Administration
- EDUC Neag School of Education
- ENGR School of Engineering
- BGS B.G.S. Program
- ND Non-Degree
- FNAR School of Fine Arts
- CLAS College of Liberal Arts and Sciences
- NURS School of Nursing
- PHAR School of Pharmacy

Academic Programs That May Be Completed At Stamford

UNDERGRADUATE DEGREE PROGRAMS

College of Liberal Arts and Sciences

- American Studies
- Bachelor of General Studies [BGS]
- Certificate Entry into Nursing
- Digital Media Design
- Economics
- English
- History
- Human Development and Family Studies
- Individualized Majors
- Political Science
- Psychology
- Women's Studies - minor

School of Business

- Business Administration
- Business Data Analytics
- Financial Management

GRADUATE CERTIFICATE & DEGREE PROGRAMS

School of Business

- MBA
- Master of Science in Accounting
- Advanced Business Certificate

Neag School of Education

- Sixth year certificate and Ph.D. in Educational Leadership
- Courses in Education Technology

Connecticut Information Technology Institute [CITI]

CAMPUS CHANGE PROCEDURES

Some students who begin their University education at the Stamford Regional Campus will change to the Storrs Campus to complete their graduation requirements.

The process begins when a student accepts admission to a regional campus, thereby agreeing to complete a specific number of credits, or specific courses, there before changing campus locations. The required courses to be completed at the regional campus varies among the schools and colleges. Most programs require a minimum of 54 credits. It is the responsibility of the student to know the campus change requirements of their individual program. For a detailed list of requirements, a student can speak to their advisor to create the proper plan of action.

The campus change application process occurs early each semester for those students who plan to go to Storrs for the subsequent semester. Notices announcing campus change meetings are posted in various locations throughout the campus. Students with questions about the campus change process should stop by the Department of Student Services, or go to <http://campuschange.uconn.edu>.

CAMPUS ENROLLMENT OPTIONS

It is possible for students to take classes at more than one UConn campus during a semester. The student's "home" campus will be the one where the student is registered for the greatest number of credits.



Grades & Requirements



GRADES, GRADE POINTS, & CREDITS

Explanation	Final Grade	Grade Points	Course Credit
Excellent	A	4.0	yes
	A-	3.7	yes
Very Good	B+	3.3	yes
Good	B	3.0	yes
	B-	2.7	yes
	C+	2.3	yes
Average	C	2.0	yes
Fair	C-	1.7	yes
Poor	D+	1.3	yes
	D	1.0	yes
Merely Passing	D-	0.7	yes
Failure	F	0.0	no
Pass/fail PASS	P@	na	yes
Pass/fail FAILURE	F@	na	no
Satisfactorily	S	na	yes
Unsatisfactorily	U	na	no
Audit	Aud	na	no
Withdrawal	W	na	no

Grade points for courses graded A - F are the product of course credits and the points per credit for the grade earned. For example, given a B- for a 3-credit course, points earned for the course are 8.1 [2.7 X 3]. For any period, the total grade points for courses graded A - F divided by the total credits give the grade point average [GPA]. The term GPA includes all courses graded A-F in a semester or summer session. The cumulative GPA averages all course graded A-F. If a student repeats a course that may not be repeated for credit, the Registrar records the grades for both attempts. If the repeat occurred prior to Summer Session 2002, both attempts are included in the GPA calculations. If the repeat occurs after Spring 2002, only the second attempt is included in the GPA calculations although both grades appear on the transcript. The student should note that when a lower grade is earned on the second attempt, the lower grade is the one that is used in the calculations.

MARKS OF INCOMPLETE AND ABSENT

Students may obtain credit for courses in which their marks are Incomplete [I] or Absent from Final Exam [X] only by completing the work of the course in a satisfactory manner before the end of the third week of the next semester in which they are enrolled. If this is not done, the grade in the course turns into an "F".

An Incomplete [I] or Absent [X] grade signifies that credit has not been earned at the semesters' end and may subject the student to scholastic probation and/or dismissal.

"I" [INCOMPLETE]: The instructor reports an I if the completed work is passing and the instructor decides that, due to unusual circumstances, the student cannot complete the course assignments. If the student completes the work by the end of the third week of the next, registered semester, the instructor will send the Registrar a grade for the course. Otherwise, the Registrar will convert the I to F. Effective with spring 2004 classes, upon successful completion of a course, the I on the academic record is replaced by the permanent letter grade. If the instructor does not submit a grade the Registrar will change the grade to IF or IU.

"X" [ABSENT]: The instructor reports an X only when a student missed the final examination and when passing it with a high mark could have given the student a passing grade for the course. If the student would have failed the course regardless of the grade on the final examination, the student will receive an F. If the instructor reports an X and the Dean of Students

or designee excuses the absence, the instructor will give the student another opportunity to take the examination. The absence must be due to sickness or other unavoidable causes. The instructor must give the examination before the end of the third week of the next registered semester. If by the end of the third week of the next registered semester the instructor does not send a grade to the Registrar, the Registrar will change the grade to X, XF or XU.

"N" [NO GRADE]: Recorded when no grade is reported for a student who has been registered in a course section; usually indicates a registration problem or "no show"

NOTE: On the academic record, the marks "I" and "X" are erased when the submitted final grades are recorded. If no grade is submitted, the automatic F grade will be shown as F, SF, U or XU. An 'N' mark which remains unresolved will become NF and be computed as an "F" at the end of the third week of the next semester of registration.

Pass/Fail Option

An undergraduate student who has earned at least 24 credits and is not on scholastic probation may elect a maximum of 12 credits to be distributed over not more than three courses to be recorded only "P@" [Pass] or "F@" [Fail on the student's academic record]. A student may not elect more than one course on a Pass/Fail basis in any given semester.

During the semester, the student takes all examinations and is graded in the usual way by the instructor who is not informed of the student's Pass/Fail option. However, only the "P@" will be recorded on the student's academic record if the student passes the course, only an "F@" if the student fails. In neither event will a course taken under the option be included in the computation of the semester or cumulative grade point averages. Pass/Fail is only for elective courses.

Pelase see the academic calendar for the deadline to apply!



Dean's List

At the end of each semester the Dean of each school or college names to the Dean's List those students who:

1. Were registered for at least 12 credits calculable for grade points, and
2. Received no grade below C, including the actual letter grade awarded in any course under the Pass/Fail option, and
3. Earned at least a 3.0 times as many grade points as the number of calculable credits recorded by the Registrar, and
4. Ranked in at least the upper quartile of their school or college.

Graduation Honors

Graduating seniors are eligible for cum laud designations on diplomas and transcripts if their complete academic records show at least 54 calculable credits at the University and meet the following requirements:

cum laude: at least 3.0 total GPA [grade point average] and a class rank in the 75th percentile or above in the student's school or college.

magna cum laude: at least a 3.4 total GPA [grade point average] and a class rank in the 85th percentile or above in the student's school or college.

summa cum laud: at least a 3.7 total GPA [grade point average] and a class rank in the 95th percentile or above in the student's school or college.

Academic Regulations Overview

For More Information
see your academic advisor
or visit www.catalog.uconn.edu

REQUIREMENTS FOR ALL BACCALAUREATES

The Board of Trustees awards the degrees of Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science, and Bachelor of General Studies to students who have completed the degree requirements of a school or college. Students can find their degree requirements in the section of the Undergraduate Catalog devoted to their school or college.

Required Credits: The University requires all students to complete at least 120 credits toward the degree. Some schools require more than 120 degree credits for graduation. Please refer to the Undergraduate Catalog for full detail. **Required GPA:** The University requires that all students have a cumulative grade point average (GPA) of at least 2.0 at the time of graduation. However, some of the schools and colleges require higher averages. Students should refer to their school or college requirements to determine the minimum cumulative GPA required.

Maximum Number of Credits: In all schools and colleges, except Engineering, Fine Arts, and Pharmacy, the maximum number of credits a student must carry is 17, unless the student is enrolled in credit-bearing courses in Military Science or Air Force Aerospace Studies, or has earned in previous semesters a grade point average of 2.6 or above, in which case the maximum number of credits carried is 18. The dean of the school may make exceptions to the regulations on credits permitted in a semester or the college in which the student is registered after the student has consulted with an advisor. See the Department of Student Services for additional information and/or approval.

SEMESTER STANDING

The University of Connecticut charts a student's educational progress by semester standing based on earned credits rather than the traditional designations of freshman, sophomore, junior and senior. However, semester standing may be related to these traditional terms as indicated below. Standing is based on earned credits, not on number of semesters attended. Courses in progress are not counted. Standing is advanced after minimum credits indicated have been earned.

Year	Standing	Earned Credits
Freshman	1	0 - 11
	2	12 - 23
Sophomore	3	24 - 39
	4	40 - 53
Junior	5	54 - 69
	6	70 - 85
Senior	7	86 - 99
	8	100+
	9	117-133 (Pharmacy)
	10	134+ (Pharmacy)

Students will be considered in the LOWER DIVISION until they have earned 60 credits.

Students will be considered in the UPPER DIVISION after they have earned 60 credits.

SCHOLASTIC PROBATION

Scholastic probation is an identification of students whose scholastic performance is below University standards. Students are on scholastic probation for the next semester in which they are enrolled if their academic performance is such that they are included in any of the following conditions:

Students who have 0-11 credits [considered to be first semester standing] and who have earned less than a 1.8 semester grade point average.

Students who have earned 12-23 credits [considered to be second semester standing] and who have earned less than a 1.8 semester grade point average.

Students who have earned 24 credits or more [considered to be third semester or higher] and who have earned less than a 2.0 semester grade point average or cumulative grade point average.

DISMISSAL

Students are eligible for academic dismissal when they:

Fail to meet the minimum scholastic standards for two consecutive registered semesters.

A student who has been dismissed from the University for academic reasons may not register for courses at the University as a non-degree student without the approval of the non-degree office, who will inform the dean of the student's previous school or college about the decision made. Students who have been dismissed must apply for readmission after demonstrating a strong probability for academic success [see READMISSION].



Academic Regulations Overview



FEE BILLS

Collection of all fees is handled by the Office of the University Bursar. The fall semester fee bill is payable prior to August 1; the spring semester is payable prior to January 8. Partial payment of fees will not be accepted. Failure to make payment on time will result in cancellation of the privileges accorded a student. Registration is not complete in any semester until all the fees for the semester have been paid.

FINANCIAL AID

Application for all need-based financial aid programs begins with submission of the Free Application for Federal Student Aid (FAFSA). Complete the FAFSA online at: <http://www.fafsa.ed.gov>. The online form is easy to use, and helps applicants to avoid making common errors. The FAFSA is the only application UConn requires for the awarding of federal, state, and University funds.

Submit the FAFSA early enough after January 1 so that it is received at the federal processor by the required application deadline of March 1. Most forms of financial assistance are awarded only to students whose applications are received and logged in by the federal processor on or before this date each year. Do not wait for final income tax figures. Use estimated figures if necessary to ensure "on-time" application status.

NOTE: All applications for financial aid must be submitted annually by MARCH 1. Students must complete a FAFSA to be eligible to receive aid from the University. The necessary found online at www.fafsa.ed.gov.

REFUND SCHEDULE

After the first day of classes, withdrawal adjustments are made only on refundable fees according to the following schedule:

- | | |
|---|-----|
| (a) Remainder of the 1st calendar week..... | 90% |
| (b) 2nd week..... | 60% |
| (c) 3rd and 4th week..... | 50% |
| (d) 5th week through 8th week..... | 25% |

In addition, there will be a pro-rata policy in effect for those students leaving the University who have accepted Title IV funds. This is a requirement from the federal government. These funds include Pell Grant, Opportunity Grant, Perkins Loan, and subsidized, unsubsidized and Plus Loans. This policy determines the amount of federal funds that a student is entitled to use by calculating the number of days attended divided by the number of days of the semester and multiplying this percentage times the funds received. The amount the student is not entitled to keep is then returned to the proper

program(s).

Because of the new rules, the student may be required to repay part of the loans to the 6-month grace period. For additional information please consult the Undergraduate Catalog.

REPORTING CHANGES

Change of Major: Students wanting to change majors within their school/college should see the Registrar's Office.

Change of School/College: Students wanting to change from one school or college to another must apply by completing a Program Change Request and meet criteria established by the school/college that the student desires to enter. The change request is available from the Department of Student Services/ Advising Center.

Reporting Name and Address Changes: Students must report any change of name and commuting or permanent address at the time such change occurs to the Office of the Registrar. Name changes require official documentation. Changes made by the Registrar's staff will update the information that appears on the University website's Directory of students' names and addresses. Changes to current mailing address and telephone number can be made through use of the Student Administration System via the internet.

<http://www.registrar.uconn.edu>

STUDENT HEALTH INSURANCE

All full-time students are required to provide for their own accident and illness insurance to cover medical care. Students not covered by a personal insurance policy or a parental insurance policy are required to be covered by the group policy offered through the University.

Supplemental Student Health Insurance for accident and sickness is also available from a private, student medical insurance program. Insurance information and enrollment for the student insurance program is available from Student Health Services at Storrs [860.486.4700]. All students will be charged the health insurance fee unless the Health Insurance Waiver is completed online. You must apply for a waiver by going to: <http://www.shs.uconn.edu> Claim Forms for the University offered group policy are available in the Department of Student Services.

Registrar

Adding and Dropping Courses
Auditing Courses
Campus Change forms and requirements
Course Consent Information
Course Schedules and Exam Information
Immunization Information
Major Change
Pass/Fail Option
Questions of Grades, GPA, Credits
Scheduling of Rooms
Student Identification Cards
Summer School Registration
PeopleSoft Registration Information
Unofficial Transcripts

Bursar

Fee Bills, Payments & Refunds
Financial Aid Award Checks,
Scholarships,
Loans
Parking Fines
Tuition Deferrals and Waivers

Student Employment

There are two on-campus student employment programs at the University of Connecticut: College Work-study Program and Student Labor Program. All available jobs under both programs are advertised at the beginning of each semester. Positions are usually available with the library, administrative offices, some lab courses, and maintenance. Contact the office or site where you are interested in working for additional information.



Academic Regulations Overview

For More Information
see your academic advisor
or visit www.catalog.uconn.edu

Adding/Dropping Courses

ADDING COURSES: Students may add courses during the first two weeks of a semester via PeopleSoft. A student may add a course during the third or fourth week in exceptional circumstances and with the advisor and instructor's consent. See the Registrar's Office for classification and assistance. Students adding or dropping courses during the first two weeks of class may do so by PeopleSoft only. Beginning the third week, adds are done in person at the Registrar's Office.

DROPPING COURSES: Students may drop courses before the end of the second [2nd] week without penalty and without their advisor's consent. After the second [2nd] week of the semester and through the ninth [9th] week, a student may drop one course for any reason without a grade penalty, but with their advisor's consent. A drop between the second and ninth week of the semester results in a "W" [for withdrawal] recorded on his/her academic record. Unless, the Director for Student Services makes an exception, no student is permitted to drop a course after the ninth [9th] week of classes or to drop more than one course after the second [2nd] week. Exceptions are made ONLY for extenuating circumstances beyond the student's control. Poor academic performance is not considered a sufficient reason for dropping a course after the ninth week. Late Drop petitions are available from the Registrar's and the Department of Student Services.

FULL AND PART-TIME STUDENTS

Students are admitted to the University with full-time status, which requires carrying at least 12 credits each semester. Students seeking to obtain part-time status [carrying less than 12 credits] must obtain written approval from the deans of the schools/colleges in which they are enrolled. Part-time students may not participate in extra curricular activities involving intercollegiate competition except by permission of the Dean of Students. Part-time status also affects financial aid, medical and auto insurance, scholastic probation and dismissal, and could affect eligibility for University housing.

REGISTRATION

Registration for the following semester usually takes place during a three-week period in the middle of the previous semester. All registrations are done by the PeopleSoft Registration System. Information is available from the Registrar's Office in Room 202. Students should check their information in PeopleSoft to get exact appointment times for enrolling.

Be sure to make an appointment to see your advisor during his/her posted office hours prior to registration. All advisor holds need to be removed by the advisor prior to the student having access to enroll in PeopleSoft.

Students must enroll in a course to attend the class. Instructors with unenrolled students in a class should tell the students they should add the course to attend, then notify the Registrar. Unenrolled students will earn no credit for courses or parts of courses completed. Student's who have paid their fees may register late with the permission for the students advisor, instructors, department heads of the department offering the course, and the student's academic dean.

LEAVE OF ABSENCE

A leave of absence is a special status assigned to students who have been granted permission by the Department of Student Services to interrupt their studies and resume them in a subsequent semester specified by mutual agreement. A leave of absence is granted in conjunction with a Voluntary Separation (usually a cancellation). Leaves are not granted for more than three full semesters or to students who wish to interrupt their studies for less than one full semester. Requests for leaves are considered only after the student has personally consulted a representative in the Department of

Student Services office. Leaves are only granted to students in good academic standing, who know the specific semester in which they plan to return. Students on academic probation or who have outstanding incomplete work are seldom granted a leave of absence. Students who have been granted a leave of absence must apply for readmission [See READMISSION].

WITHDRAWAL

Voluntarily terminating enrollment during a semester, which is in process, is known as Withdrawal. Students may withdraw at any time until the last week of classes. Students who fail to attend class[es] and do not officially withdraw from the University should expect to receive fail "F" grade[s] in all courses. Students who officially withdraw receive neither credits, nor "F's" nor "W's" for courses taken during the semester. Only the date of withdrawal will be entered on your official transcript. No student who withdraws after the end of the sixth week of a semester will be readmitted for the following semester unless there were extenuating circumstances surrounding the withdrawal.

It is extremely important that withdrawing students contact the Department of Student Services. If you fail to do so, you could find a semester full of "F's" or "N's" recorded on your transcript, making a subsequent return more difficult. A simple form must be completed along with a brief exit interview. Students who have withdrawn from the University must apply for readmission [See READMISSION].

CANCELLATION OF REGISTRATION

Cancellation of registration must take place prior to the beginning of the semester. Students who know they will not be returning to the University after completing the semester should contact the Department of Student Services. Cancellation must take place prior to the first day of classes of a semester. Students who have canceled their registration must apply for readmission. [See READMISSION]



Academic Regulations Overview



PLAN OF STUDY

With the exception of those students in the Schools of Nursing, Pharmacy, and Allied Health Professions, all students must file a tentative plan of study with the Dean of their school or college on a form which is available from your faculty advisor or the Advising Center. The plan of study, usually completed in the student's fifth semester in consultation with their faculty advisor, documents the program that the student will follow to satisfy the degree requirements of his/her school or college.

Additionally, in order to meet graduation requirements, a final plan of study [approved by the major advisor and the department head] must be filed with the Registrar's Office in Storrs during the first four weeks of the semester in which the student expects to graduate. The approval indicates that the advisor and the department head believe, on the basis of the information available to them, that the program followed by the student meets degree requirements. The student's program is also subject to audit by the University Registrar to ensure that the student has met all the requirements as determined by the catalog, which was in effect at the time of the student's admission or readmission to the University.

FINAL EXAM INFORMATION

Without special permission from the dean, the instructors of Undergraduate courses must give a written examination at the end of the semester. Independent study courses, seminars, practicums, laboratory and similar courses do not require final examinations if the instructor had approval from the dean before the semester starts. Instructors may give seniors oral final examinations. Instructors of courses numbered 300 and above give written examinations at their discretion.

Absences from Final Examinations: If due to extenuating circumstances, a student cannot take a final examination as announced, the student must ask permission from the Department of Student Services to reschedule the examination. When the student has permission to reschedule, the instructor will schedule it at a time agreeable to both. A student whose absence from a final examination is not excused in this way shall receive no credit for this examination. A student whose absence is excused shall have an opportunity to take an examination without penalty.

Rescheduling Final Examinations:

Students should check their final examination schedules to see if they have either: a) four examinations in two consecutive calendar days, b) three examinations in one calendar day, c) three examinations in consecutive time-blocks spanning parts of two consecutive days. If any of the above apply, they may request the Department of Student Services office to rearrange their schedule. The Department of Student Services office will select one of the examinations for rescheduling and notify the instructor, usually with a letter given to the student.

READMISSION

Students seeking readmission to the Stamford Campus must complete a Readmission Application that is available at the Registrar's Office, the Department of Student Services, and online. Students seeking readmission should contact this department to ensure that they have satisfactorily fulfilled any readmission requirements. The deadline for Readmission applications is July 1st for the Fall term and December 1st for Spring term.

TRANSCRIPT REQUEST

Students may request official transcripts of their academic records by completing a Transcript Request Form, available from the Registrar's Office. Requests are usually filled within five working days of receipt; peak periods require up to ten days. Official transcripts, imprinted with the University seal and the facsimile signature of the Registrar, are free of charge and are available through the Registrar's Office at Storrs. A student may print an unofficial transcript from his/her online records at: <http://student.studentadmin.uconn.edu> Students may also use this site to request an official transcript online.

Student Services

Counseling
Course Drop After Ninth Week
Disabled Student Services
Dismissals
Early Campus Change
Excused Absences from Final Exams
Financial Aid Forms and Inquiries
General Advising Inquiries
Leaves of Absence
Voluntary Separations/Withdrawals
Placement Testing
Probation
Psychological Counseling and Referrals
Readmission
School/College Change Petitions
Scholarship Information
Student Conduct
Student Health Insurance

Academic Regulations

By accepting admission, students assume responsibility for knowing and complying with University Regulations and procedures set forth in the General Catalog. These include: University requirements for all baccalaureate degrees; plans of study; lower and upper division status; change of major, school, or campus; academic advising; registrations; course information; grading system; pass/fail; scholastic standards; cancellation and withdrawal; honors programs; graduation; additional degrees. Consult the General Catalog for complete information regarding all academic regulations.

<http://www.catalog.uconn.edu>



Cancellation of Classes

During inclement weather, there are five methods of finding out about cancellation of classes and/or closing of the campus.

1) Direct e-mail contact from faculty. All students should check their uconn.edu e-mail account in the hours leading up to a weather event.

2) Call: 203-251-8524

NOTE: Calls to the main switchboard to inquire about closings, cancellations, or plans to close or cancel are discouraged.

3) UConnAlert web page: <http://www.alert.uconn.edu>

4) Text message. Register your phone number here: <http://tinyurl.com/ca6urv3>

NOTE: you may incur a cost of receiving emergency text notifications depending on the plan with your wireless provider

5) Campus-wide e-mail blast. Again, all students should check their uconn.edu e-mail account in the hours leading up to a weather event.

Emergency Evacuation Procedure

Whenever the fire alarm system is activated, all persons in the building shall immediately proceed to the nearest fire exit stairway and leave the building. DO NOT USE THE ELEVATORS OR THE CENTER STAIRWELL. Do not re-enter the buildings until directed by emergency personnel or campus leadership.

University Alert Notification System

Register your cell phone at www.alert.uconn.edu to receive text messages in the event of a campus emergency!

Parking Policy

Students are permitted to park in the student-designated spaces in the parking garage after receiving their official University of Connecticut parking decal. There is a \$40.00 fee for the parking decal per year [\$20.00 for one semester only and \$10.00 for the Summer Session]. **Decals can be purchased and picked up from the Bursar's Office. It is the responsibility of each student to register his/her vehicle.** Registration procedures and hours will be posted on the bulletin boards at the start of each semester. Tickets will be issued to those parking in Faculty/Staff designated spaces, handicap spaces, or in any other restricted areas. One-way signs should be observed at all times. Fines are due and payable to the Bursar and will increase if not paid by the requested deadline. Students driving a different car other than the car registered can purchase an extra decal for \$2.00. If you are driving a different car only on an occasional basis, you must register the replacement car at the Bursar's Window.

Academic Calendar 2014-2015

Summer Session 2014

<http://summersession.uconn.edu/summer/>

Fall Semester 2014

Mon. Aug. 25	Fall semester begins
Mon. Sept. 1	Labor Day – No classes
Tues. Sept. 2	Last day to file petitions for course credit by examination
Mon. Sept. 8	Courses dropped after this date will have a “W” for withdrawal recorded on the academic record
Mon. Sept. 8	Last day to add or drop courses without additional signatures
Mon. Sept. 8	Add/Drop via Student Administration System closes
Mon. Sept. 8	Last day to place courses on Pass/Fail
Mon. Sept. 15	Last day for students to make up Incomplete or Absence grades
Tues.-Mon. Sept. 16-22	Examinations for course credit by examination
Tues. Sept. 23	Dean's signature required to add courses
Fri. Oct. 3	Mid-semester progress reports due students from faculty
Mon. Oct. 20	Registration for the Spring 2015 semester via Student Administration System begins
Mon. Oct. 27	Last day to drop a course
Mon. Oct. 27	Last day to convert courses on Pass/Fail option to letter grade
Sun. Nov. 23	Thanksgiving recess begins
Sat. Nov. 29	Thanksgiving recess ends
Fri. Dec. 5	Last day of fall semester classes
Mon. Dec. 8	Final examinations begin
Sun. Dec. 14	Final examinations end

Winter Intersession 2015

<http://www.wintersession.uconn.edu/winter/>

Spring Semester 2015

Tues. Jan. 20	Spring semester begins
Mon. Jan. 26	Last day to file petitions for course credit by examination
Mon. Feb. 2	Courses dropped after this date will have a “W” for withdrawal recorded on the academic record
Mon. Feb. 2	Add/Drop via the Student Administration System closes
Mon. Feb. 2	Last day to add/drop courses without additional signatures
Mon. Feb. 2	Last day to place courses on Pass/Fail
Mon. Feb. 9	Last day for students to make up Incomplete or Absence grades
Tues.-Mon. Feb. 10 - 16	Examinations for course credit by examination
Tues. Feb. 17	Dean's signature required to add courses
Fri. Feb. 27	Mid-semester progress reports due students from faculty
Sun. Mar. 15	Spring recess begins
Sat. Mar. 21	Spring recess ends
Mon. Mar. 23	Registration for the Fall 2015 semester via Student Administration System begins
Sat. Mar. 28	Emergency closing class make up date
Mon. Mar. 30	Last day to drop a course
Mon. Mar. 30	Last day to convert courses on Pass/Fail option to letter grade
Fri. May 1	Last day of spring semester classes
Mon. May 4	Final examinations begin
Sat. May 9	Final examinations end
Sun. May 10	Undergraduate commencement ceremony

Faculty are urged to try not to schedule exams on significant religious holidays, such as Rosh Hashanah, Eid Al-fitr, Yom Kippur, Eid Al-adha, Passover, and Good Friday.