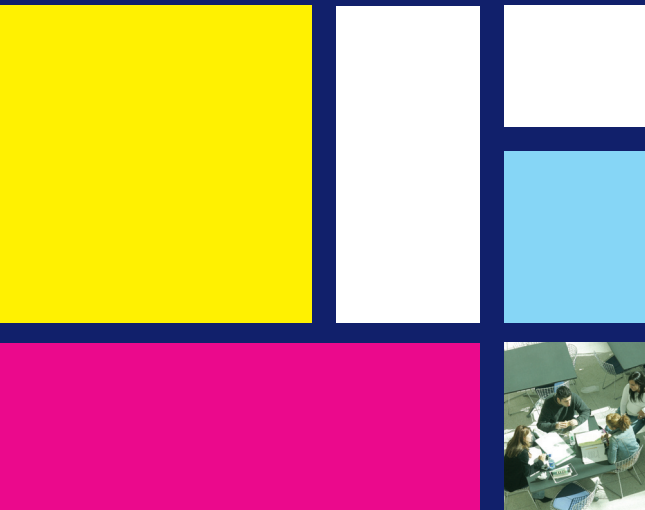




UConn STAMFORD

2010/2011 UNDERGRADUATE
STUDENT HANDBOOK & ACADEMIC PLANNER





UCONN

Welcome to

The Administration

Michael Ego, Ph.D.

Associate Vice Provost

Sheila Moore

Director of Administration and External
Affairs

Terry Reilly

Associate Director of Enrollment and
Registration Services

Sharon Johnson White, Ed.D.

Director of Student Services and
Campus Dean

Rita Koenig

Assistant Director, College of
Continuing Studies-BGS & Non-Degree

Walter Young

Commander of UConn Police

Phara Bayonne

Director of the Jeremy Richard Library

Jud Savikasas

Executive Director of the School of
Business,

On behalf of the faculty and staff of the University of Connecticut, Stamford Campus, I offer you a warm welcome as you begin the 2010-11 academic year.

As I reflect back on my personal experience in starting a new academic year, it is comparable to "opening day" in the Major Leagues or the NFL where there is a new and fresh beginning of the "season" and there are high hopes for success, culminating in reaching the World Series or the Super Bowl.

Similarly, all of the student-athletes of the UCONN Huskies intercollegiate teams are equally excited about the prospects of the coming seasons and look forward to participating in NCAA tournaments, culminating in National Championships. Likewise, students at UCONN Stamford Campus begin the new academic year with high anticipation for outcomes in the form of academic success and with perhaps a little bit of anxiety about taking new courses and/or participating in campus activities.

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 or services.

You will be taught by the best faculty in the country and you will be provided with a high quality of administrative, technical and academic support services by professionals who truly care about your well-being. I am personally proud of the dedication and commitment of the faculty and staff who are here to help you succeed in all your academic pursuits and goals. I strongly encourage you to accept their offer of assistance and help.

My best wishes to each of you for a productive and rewarding academic year!

Michael M. Ego
Associate Vice Provost

UConn-Stamford



Dear Student:

On behalf of the Student Government Association (SGA) I would like to welcome you to the University of Connecticut-Stamford Campus. Freshmen year is a new and exciting experience, and it is one that you will remember for the rest of your life. I want to encourage you to take advantage of this handbook and explore the different opportunities for involvement that may interest you. In this handbook, you will find useful information about our campus' many student services and programs.

As with all universities, your experience as a student at UConn-Stamford will be what you make of it. I cannot over-emphasize the value of participating in the different clubs and organizations on campus.

Our student body is a passionate group; sharing this passion is the faculty. These professors are a wealth of information and education – it is up to you, the student, to take full advantage of them. Unlike a larger campus, with smaller class sizes, and a dedicated faculty, UConn-Stamford allows students to learn in a more personal setting.

A work hard, play hard mind-set is prevalent at UConn-Stamford, and you cannot help but want to join in. Whether it is physical activity with the Stamford Campus Sports Club, intellectual discussion with the Psychology Club, or student outreach with Spectrum, there is something for everyone. If you cannot find a club that suits your personal interest you can start your own!

The SGA has an open-door policy and believes that all those interests and experiences are valuable to the organization, and we encourage students to work with us. All it takes is your own enthusiasm and energy to start your success on campus..

As your Student Government our main concern is you – the student. 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.

Sincerely,
Gaby Carpanzano
President
Student Government Association

SGA Officers

Gaby Carpanzano
President

Jackie Gallagher
Vice President

Ayush Kaushik
Chief Financial Officer

Brianna Paul
Chief Administrative Officer

Jessica Borges
Student Affairs Officer

Gayle Riquier
Advisor

SGA Office Room 121
Phone - 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

The UConn Creed

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.

- *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,

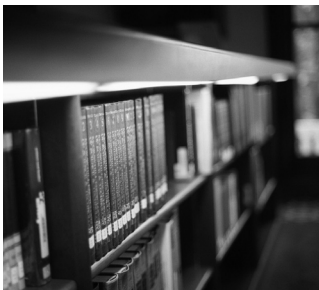
I will demonstrate concern for others and live up to my community responsibilities.

principles,

I will approach learning with a spirit of inquiry.

and aspirations.

I will take pride in the University of Connecticut.



The Jeremy Richard Library

For More Information
<http://www.lib.uconn.edu>
203.251.8500

Download the Library Toolbar to search the UConn catalog directly from your browser!
<http://uconnlibraries.mylibrarytoolbar.com>

The Jeremy Richard Library at UConn Stamford is here to support your research needs. Opened in 1974, we house over 90,000 books and videos/dvds and hundreds of articles. The collection is particularly strong in the areas of economics, English, history, political science, psychology, sociology, management, and business and information technology. Our computer workstations are networked to the main campus at Storrs and provide access to some 450 online databases, the Internet, and many online books.

As UConn students, you have access to over 50,000 online articles that are available directly from the computer and are not typically found on the web for free. The library's catalog, HOMER, includes the holdings of all UConn campus libraries and allows you to easily request materials from other libraries. You can also receive articles and books from outside the UConn system, access online books/articles from home, renew books online, and chat with a librarian via Live Reference Help.

With your HuskyOne Card, you can print from our network printer (10 cents per copy); work in one of the group study rooms that are equipped with whiteboards, VCRs and DVDs; and borrow 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, create bibliographies directly from our databases, and take advantage of our class guides and online tutorials. Also, keep abreast of library news by subscribing to our library blog at <http://uconnstamfordlibrary.wordpress.com>.

***Please do not use your cell phone in the library.
Food is not allowed in the library, but we do permit beverages with covers.***

Staff

Phara Bayonne
Library Director
Phara.Bayonne@uconn.edu

Hours of Operation

Mon-Thurs: 8:00 am - 8:00 pm
Fri: 8:30 am - 4:00 pm
Sat: 10:00 am - 4:00 pm
Sun: Closed

Check our website for special hours during intersessions, summers and exam periods.



Center for Judaic & Middle Eastern Studies

For More Information
Room 3.13
203.251.9525

The Center for Judaic & Middle Eastern Studies at UConn, Stamford, now celebrating its 30th year at the Stamford campus, 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 the 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 program 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.

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 and
nehama.aschkenasy@uconn.edu
203.251.8435

Program Associate
StamfordCJMES@UConn.edu
203.251.9525

For More Information
Room 3.38
203.251.8420

Honors Program

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

Experiential Learning, Field Work, and Internships

Advanced Interdisciplinary Honors Seminars

Globalization, Culture, And Current Challenges

Ideas, Methodologies, And Actions

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

The thesis 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

One of the more positive and fulfilling influences in my life.

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

For More Information
Room 3.11
203.251.8411

Center for Women's Studies

Women's Studies Minor: The Women's Studies Program's undergraduate minor allows students to design an individualized program which will add interdisciplinary breadth to their degree programs. Courses may be chosen from Women's Studies offerings and a list of cross-referenced courses which is updated each semester.

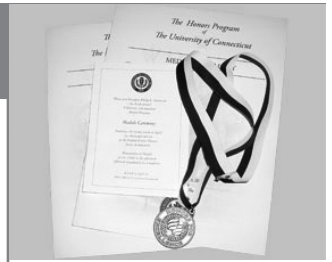
The Women's Studies Program is a flexible interdisciplinary academic program devoted to the critical analysis of gender and the pursuit of knowledge about women. Gender is a common thread in our offerings, but it always interweaves with race, class, and other factors which contribute to women's lives. The Women's Studies Program is committed to a vision of women and gender that is truly international and cross-cultural.

Women's 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 to create a more humane society. Women's 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 Studies courses can be a powerful addition to your undergraduate major. We encourage you to speak with Women's Studies faculty to explore the wide variety of undergraduate courses we offer.

Events: In addition to offering a minor, the Women's Studies Program sponsors many cultural and academic speakers and events every semester. Recent events include a workshop in African drumming taught by Voices of Africa, a series on reproductive justice, a student production of "The Vagina Monologues," an Amnesty International letter writing action, a talk titled, "Dying to be thin: Internalization of media images," and a self-defense workshop.

Services: We also offer a wide variety of services in the Center for Women's Studies, 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, a student computer 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.



Staff

Dr. Richard Watnick
Watnick@uconn.edu



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 Studies
ingrid.semaan@uconn.edu

Hours of Operation

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



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

- 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
- Deby Cortina
debra.cortina@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 Page" in PeopleSoft www.studentadmin.uconn.edu

ADVISING REQUIREMENTS FOR STUDENTS

UCONN requires students to learn how to access and interpret key academic information on the "Student Center" page of their PeopleSoft account at www.studentadmin.uconn.edu

- Their assigned Academic Advisor's name and phone number
- Evidence that the Foreign Language Requirement has been met
- Enrollment Dates that the Registrar assigns every student each term
- Holds and Indicators placed on PeopleSoft accounts and how have these restrictions released

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



Career Center

For More Information
Room 2.19
203.251.9549

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 thousands of 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. Please stop by at any time during regular business hours to browse available positions. Students have recently secured positions with UBS, General Electric, FactSet Research, the Judicial Branch of the State of Connecticut, and the Social Security Administration.

Services

Undergraduate Degree Students:

- Career counseling (individual and group)
- Resume preparation and critique
- Internet training for job searches
- Individual assessment & test interpretation
- Interview preparation
- Mock interviews
- Counseling for undergraduate students planning to attend graduate school
- Internship counseling
- Career workshops

Students and Alumni:

- Job and internship postings
- Online jobs & internships by using *Husky CareerLink*, and *internships.uconn.edu*
- CareerSearch* to research companies
- Research careers and salaries
- Majors Exploration
- Career Planning Course - INTD 3995
- Career Fairs in April and November

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 many of the internships are also paid. Credit internships are only available to juniors or seniors. Students have recently interned with MTV, CBS Communications, GE edGELab, Merrill Lynch, Americares, Kids in Crisis, Metlife, the Sexual Assault Rape Crisis Education Center, Silver Hill Hospital, American Red Cross, First Investors Corporation, Westover Elementary School, the Ferguson Library, NBC Universal and Madison Square Garden.

Staff

- Halina K. Hollyway
Program Specialist II, Career Center
Halina.Hollyway@uconn.edu

Hours of Operation

Mon - Fri: 8:30 am - 4:30 pm

For more information
www.studyabroad.uconn.edu
860.486.5022

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.



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

The Source For Active Learning in the Jeremy Richard Library

The Source for Active Learning offers a variety of resources to help UCONN Stamford students become successful and independent learners. Our aim is to encourage and enhance all students' 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.

The Q Course tutoring includes free tutoring in the following areas: Biology, Chemistry, Math, Physics, and Statistics. Tutoring is free to all UCONN-Stamford students but is by appointment to accommodate as many people as possible. Tutoring sessions for Math, Physics and Statistics last for one half hour and sessions for Biology and Chemistry last an hour. Students must bring textbooks, notes, class handouts and assignments to each tutoring session.

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. For more information about the Writing Center and writing resources, please visit our webpage at http://www.stamford.uconn.edu/writing_students.html.

For more information about The Source, please contact Melissa Reynolds, Asst. Director for Student Services/Coordinator of The Source or Serkan Gorkemli, Assistant Professor of English and the Director of the Writing Center.

To Schedule an appointment please visit:
www.advapp.uconn.edu
and select "The Source (The Source for Active Learning) Stamford"



Services

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

Staff

Melissa Reynolds
Assistant Director, Student Services
Melissa.Reynolds@uconn.edu
203.251.9505

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



The Computer Lab

For More Information
Room 3.05
203.251.9522

Since computers are becoming indispensable tools in our society, all Stamford Campus students are encouraged to use the Academic Computer Center.

The Academic Computer Center is located in room 3.05 and contains Dell computers. Printing services are available using the Husky One Card. English compositions, term papers, and laboratory reports may be written using Microsoft Office. The lab also supports the use of C++, Minitab, SPSS, and a myriad of other software provided for courses. In addition, lab personnel can help with HuskyCT, registration, HuskyMail, and other official uses of computers and the Internet. Be sure to check the schedule for accurate hours of operation at <http://stamford.uconn.edu/computercenter.htm>.

All printing must be done utilizing your Husky One Card. <http://onecard.uconn.edu>

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.



UConn Co-op

For More Information
www.bookstore.uconn.edu/
203.251.8544

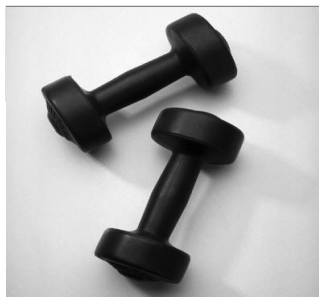
The UConn Co-op, the official bookstore for the University of Connecticut, is open all year to serve the needs of the members of the University community. The Co-op stocks not only all the books and other educational materials required for classes, but also general books, study aids, student supplies,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

All degree-seeking UConn students automatically become members of the UConn Co-op. A one-time refundable fee of \$25 is included on your first fee bill when you register for classes. Membership benefits include eligibility for patronage rebates as well other services. Members are also eligible to run for the Co-op's Board of Directors; in fact, at least one of the 15 elected directors must be a student or a member of the professional or classified staff of a regional campus location. When purchasing course materials, you will need to bring your official class schedule. The cost of textbooks and supplies ranges from \$100 - \$175 per course, or about \$500 - \$750 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. In addition to cash and checks, purchases may also be made using MasterCard, Visa, American Express or Discover cards. 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. Near the end of the semester, watch for flyers announcing book buyback days in which you may want to sell back course materials that you no longer need. As you are a member and owner of the Co-op, we want to be a partner in your success at UConn.

Hours of Operation

Mon. - Thurs. 9:00 am - 7:00 pm
Friday 9:00 am - 4:00 pm
Closed Holidays and Weekends.

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



Fitness Center

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

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 Life- Fitness Treadmills, Stairmaster, Recumbent Bikes, Cross-trainers, the all new ARC trainer by Cybex and the new Cybex treadmill. The Center also has a large stretch area with leg weights and mats. Varied aerobic and martial arts classes are offered as well.

Hours of Operation

Hours vary, please see posting outside Fitness Center for current hours.

Student Activities

STUDENT GOVERNMENT

The Student Government Association [SGA] is the governing body for student organizations and clubs, as well as acting as the student government for the campus. The purpose of the SGA is to coordinate activities and sponsor 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.

STUDENT CLUBS & 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 [BGS and Non-Degree students] can pay the activity fee directly to the Student Government Association.

Please go to the Student Activities Office for a current list of all student clubs and organizations on the campus.

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	6-Flags Trip Leadership
Block Parties	Workshops
Halloween Party	Blood Drives
Harbor Cruise	Alternative Spring Break Trip
Hispanic Heritage Month	Fashion Shows
Thanksgiving Dinner	Sports Day
Off Campus Trips [NYC, etc.]	Video Game Tournaments
Semi-Formals	Laser Tag
Spring Luau	Bowling Night
International Food Festival	Licensed Massage Therapy



Services

Campus Programming & Activities
Volunteer Opportunities Posting
New Student Orientation
Stamford Campus Student Handbook
Student Clubs & Organizations
Student Government Association [SGA]
Student Leadership Information/Workshops
The Grapevine, Campus Activities Newsletter
UConn Basketball Lottery
Vendors and Solicitations

Staff

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



ATHLETIC TICKET INFORMATION

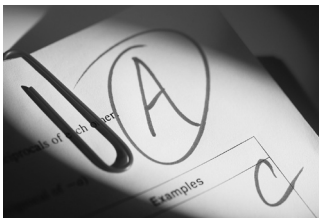
For all ticket information regarding UConn athletic events please contact the Athletic Ticket Office at:
1-877-AT-UCONN
or 860-486- 2724
or visit their web site at:
www.uconnhuskies.com



STUDENT LOCKERS

A **limited** number of lockers are available to all students for a small fee. Lockers can be rented at the beginning of each semester. Rental forms can be found on hte lockers at the beginning of each semester. Lockers fill up quickly.

For more information call the Operations Department at 251-8529, or visit room 142



Services for Students With Disabilities

For More Information
Room 2.01
203.251.8566
<http://stamfordstudentlife.uconn.edu>

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.

Services

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

Staff

Debra Cortina
Coordinator Student Disability Services
Debra.Cortina@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

To use handheld remote please see the Office for Students with Disabilities-Room 2.01.

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>



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.

Services

Short term counseling
Crisis Intervention
Study Skills
Anxiety Reduction Techniques

Staff

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



Public Safety [UConn Police Department]

For More Information
203.251.9508

UConn Campus Police patrol the campus on foot, bicycle and in marked vehicles. Officers are on duty 24 hours a day, 365 days a year. The office or 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 "RED PHONES" located in public spaces throughout the building or by calling "911" from any phone in the building. The department is responsible for issuing parking decals, parking violation tickets, building evacuation, safety and security of UConn Stamford community, and overseeing the campus' lost and found items.

Services

Campus Evacuation Procedure
Lost and Found
Parking Decals
Campus Safety

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

For More Information
Room 2.67
203.251.8488

Center for Academic Programs [C.A.P.]

The Center for Academic Programs houses the Student Support Services program which is an academic support service program designed to assist selected students throughout their four years at The University of Connecticut. Students are admitted based on the program's guidelines. Admission decisions are made through the Admissions Office at the Storrs Campus. The Center for Academic Programs acts as a liaison with the University departments, schools, and colleges to help students fulfill their academic goals at the University of Connecticut. The Center provides advising and tutoring programs, student development workshops, and academic and personal counseling. Students admitted to C.A.P. are required to attend and successfully complete a six-week Pre-Collegiate Summer Program prior to enrolling at the University for the regularly scheduled academic year. The Pre-Collegiate Summer Program at the Stamford Campus is non-residential. Students can earn up to seven college credits in English, Study Skills, and Mathematics.



Services

Academic Support, Advising, Tutoring
Six Week Summer Pre-Collegiate Program
Personal and Academic Counseling
Student Development Workshops

Staff

Kwasi Gyambibi
Student Support Services Program/C.A.P.
Coordinator
Kwasi.Gyambibi@uconn.edu

For More Information
Room 2.13
203.251.8550
<http://stamfordbgs.uconn.edu>

Center for Continuing Studies



THE BACHELOR OF GENERAL STUDIES [BGS]

The Bachelor of General Studies is a Junior/Senior level degree program for the returning adult student who has earned at least 60 credits at UConn or in transfer from another accredited college or university. It allows students to complete an interdisciplinary major in several theme areas to pursue broader educational or career goals. The themes are: Arts & Humanities, Diversity and Multiculturalism, Human Services, International, Public and Community Services, Social Sciences and Society and Justice. There are also opportunities for Independent Studies and Internship experiences. Advisors/counselor are available to assist you in meeting your educational goals.

For more information visit: <http://stamfordbgs.uconn.edu>

NON-DEGREE STUDY

Individuals who have not been formally admitted to a degree program at the University of Connecticut may be permitted to take courses for academic credit as non-degree students. All non-degree students must be graduates of an approved secondary school, hold a high school equivalency diploma, or be college students at other institutions. Status as a non-degree student does not constitute or guarantee admission to a degree program of the University of Connecticut.

For more information or registration visit: <http://continuingstudies.uconn.edu>

SUMMER SCHOOL

The University offers three summer sessions (May, Summer I, Summer II). A wide array of courses are offered and the listings are usually available mid-March. If you have any questions, contact the Registrar's Office.

The website for non degree student information is www.takeaclass.uconn.edu

Services

Bachelor of General Studies Program/
Admissions
Academic Advising
Academic, Career, Personal Counseling
Adult Student Programs & Support
General Information Sessions for Prospective
BGS student information
Graduate & Professional School Advising
Transitional Courses
Scholarship Information
Non-Degree Advising

Staff

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

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

Hours of Operation

Mon: 8:30 am - 5:30 pm
Tues & Thurs: 8:30 am - 6:00 pm
Wed: 8:30 am - 5:00 pm
Fri: 8:30 am - 4:30 pm



UCONN

Academic Programs That May Be Completed At Stamford

UNDERGRADUATE DEGREE PROGRAMS

College of Liberal Arts and Sciences

American Studies
Economics
English
History

Human Development & Family Studies
Individualized Majors
Political Science
Psychology
Women's Studies - minor

School of Business

Business and Technology

Center for Continuing Studies

Bachelor of General Studies [BGS]
Non-Degree study

GRADUATE CERTIFICATE AND 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]

Center for Continuing Studies

Non-Credit Programs
American Language Program

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
CTED-BGS	Center for Continuing Studies B.G.S. Program
CTED-ND	Extended and Continuing Education - Non-Degree
FNAR	School of Fine Arts
CLAS	College of Liberal Arts and Sciences
NURS	School of Nursing
PHAR	School of Pharmacy

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 there before changing campus locations. The minimum number of credits to be earned at the regional campus varies among the schools and colleges. Most programs require a minimum of 54 credits although certain majors require less. It is the responsibility of the student to know the campus change requirements of their individual program. For more information please go to <http://www.campuschange.uconn.edu>. 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



UCONN

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
	B	3.0	yes
Good	B-	2.7	yes
	C+	2.3	yes
Average	C	2.0	yes
	C-	1.7	yes
Fair	D+	1.3	yes
	D	1.0	yes
Poor	D-	0.7	yes
	F	0.0	no
Merely Passing	F	0.0	no
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. Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has.

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.

Academic Regulations Overview



UCONN

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.

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 Director of Continuing Studies, 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 Continued



UConn

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. If requested, be prepared to send copies of federal tax returns and W2's for yourself and your parents to the Office of Student Financial Aid Services.

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

- Car Registration Payments
- Fee Bills, Payments & Refunds
- Financial Aid Award Checks, Scholarships, Loans
- Parking Fines
- Tuition Deferments and Waivers
- Student Employment Paychecks

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 Continued

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 Continued



UConn

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 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 August 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>

Academic Calendar 2010-2011



Cancellation of Classes

During inclement weather, any "no school" announcements will be broadcast by 7:30 a.m., if possible, on the following radio stations:

WSTC 1400 AM Stamford
WICC 600 AM Bridgeport
WLAD 800 AM Danbury
WELI 960 AM New Haven
WGCH 1490 AM Greenwich
WKHL 96.7 FM Stamford

Television & Cable Stations:
Channels 3, 8, 12, & NBC 30

CANCELLATION NUMBER: 203.251.8524

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

Class cancellations or professor absences will be posted outside of the classroom. Students are encouraged to have a telephone chain with other students in each class.

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 STAIRWAY.** Do not re-enter the buildings until it has been determined that it is safe to do so.

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 from the Bursar's Office and picked up from UConn Police. 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.

Fall Semester 2010

Mon. Aug. 30	Fall semester begins
Mon. Sept. 6	Labor Day - No classes
Tues. Sept. 7	Last day to file petitions for course credit by examination
Mon. Sept. 13	Courses dropped after this date will have a "W" for withdrawal recorded on the academic record Add/Drop via the Student Administration System closes Last day to add or drop courses without additional signatures Last day to place courses on Pass/Fail
Tues. Sept. 14	Late Add/Drop begins
Mon. Sept. 20	Last day for students to make up Incomplete or Absence grades
Sept. 21-27	Examinations for course credit by examination
Tues. Sept. 28	Dean's signature required to add courses
Fri. Oct. 8	Mid-semester progress reports due students from faculty
Mon. Oct. 25	Registration for the Spring 2011 semester via Student Administration System begins Registration for Intersession 2010-2011 via Student Administration System begins
Mon. Nov. 1	Last day to drop a course Last day to convert courses on Pass/Fail option to letter grade
Sun. Nov. 21	Thanksgiving recess begins
Sat. Nov. 27	Thanksgiving recess ends
Fri. Dec. 10	Last day of Fall semester classes
Mon. Dec. 13	Final examinations begin
Sat. Dec. 18	Final examinations end
Tues. Dec. 21	Deadline for submitting Fall grades via Student Administration System

Spring Semester 2011

Tues. Jan. 18	Spring semester begins
Mon. Jan. 24	Last day to file petitions for course credit by examination
Mon. Jan. 31	Courses dropped after this date will have a "W" for withdrawal recorded on the academic record Add/Drop via the Student Administration System closes Last day to add/drop courses without additional signatures Last day to place courses on Pass/Fail
Mon. Jan. 31	Late Add/Drop begins
Tues. Feb. 1	Last day for students to make up Incomplete or Absence grades
Mon. Feb. 7	Examinations for course credit by examination
Feb. 8-14	Dean's signature required to add courses
Tue. Feb. 15	Mid-semester progress reports due students from faculty
Fri. Feb. 25	Spring recess begins
Sun. Mar. 6	Spring recess ends
Sat. Mar. 12	Registration for Fall 2011 semester via Student Administration System begins
Mon. Mar. 21	Emergency closing class make-up day
Sat. Mar. 26	Last day to drop a course
Mon. Mar. 28	Last day to convert courses on Pass/Fail option to letter grade option Last day of Spring semester classes
Fri. April 29	Final examinations begin
Mon. May 2	Final examinations end
Sat. May 7	Undergraduate Commencement ceremony
Sun. May 8	Deadline for submitting Spring grades via Student Administration System
Tues. May 10	

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