

## Division of Student Development

The Division of Student Development offers a wide variety of opportunities for academic and personal growth, leadership development and organizational involvement. Specific offices under the Vice President for Student Development include the Center for Student Rights and Responsibilities, Counseling and Testing Center, Dean of Students, Office of Disability Accommodation, Student Health and Wellness Center, Learning Center, New Student and Mentoring Programs, Recreational Sports, Student Activities and Organizations, the Career Center, the University Union, Student Legal Services and Student Money Management Center.

The Division of Student Development is committed to the improvement of the quality of life for students and to the enhancement of their competencies as productive citizens. The division advocates responsible behavior, supports learning and promotes the attainment of personal and cultural goals through varied activities. For information, call (940) 565-4909.

### The Learning Center

The Learning Center was created to supplement and support academic excellence and life-long learning. A wide range of individual, group and self-help programs and materials is provided to maximize the academic potential of all University of North Texas students. Online tutoring, RASSL (Reading and Study Skills Laboratory), Supplemental Instruction, Supplemental Tutoring, Connecting for Success, the Volunteer Tutor Program and the Academic Resource Library are all housed in the center.

**Online tutoring** provides UNT students with free interactive tutoring 24 hours a day, seven days per week through *Smartthinking.com*

**Reading and Study Skills Laboratory (RASSL)** is a non-credit workshop designed to help students enhance their skills in studying, test taking, presenting, note taking, goal setting and time management. The groups are small and students are encouraged to share their experiences with academic difficulties and success.

**Speed Reading** is a non-credit workshop designed to increase reading speed while maintaining or improving retention.

**Supplemental Instruction and Supplemental Tutoring** place peer tutors in difficult courses to help students clarify material. These tutors facilitate group learning outside of class, while modeling transferable study skills that will help students in other courses.

**Volunteer Tutors** offer their time and expertise for free. The tutors are upper-class students who have done well in the courses they tutor and are eager to help others succeed.

The **Academic Resource Library** provides books and computer programs to assist students with preparation for graduate school admission exams.

**Connecting for Success** provides linkages to academic resources throughout the university. Students can contact those resources that might be most helpful to them.

### Commuter and Nontraditional Student Services

The university provides a number of services to commuter and nontraditional students. Special assistance with problems and liaison for proper referrals, in addition to self-help materials for off-campus living, day-care and other issues is available through this office. Additionally, students can register for the carpool and ride share program online at *www.alternetrides.com*. Commuter Services is located in the Student Activities Center, University Union, Suite 216 I. Call (940) 565-3807 for more information.

The University Union provides lounge areas, rental lockers (available on a term/semester basis) and food service. Contact the University Union office at (940) 565-3805, for more information.

### Center for Student Rights and Responsibilities

The Center for Student Rights and Responsibilities (CSRR) is responsible for addressing student conduct, enforcing university policies and procedures and providing students with the resources necessary to resolve their own personal disputes. The CSRR administers student disciplinary procedures in accordance with the Code of Student Conduct and maintains official disciplinary records. However, emphasis is placed on educating students about their rights and responsibilities as members of the University of North Texas community. In addition, the CSRR seeks to educate the campus community through literature and training about the services it offers. The office provides policy interpretation and rights adjustment as well as handling complaints against students. The CSRR is committed to enhancing students' competencies as productive citizens and promoting life-long learning and community standards.

### Cooperative Education and Internships

The university offers off-campus learning opportunities through the Cooperative Education and Internships Program. Cooperative education experiences are processes of education that formally integrate students' academic studies with practical experience in paid positions that involve multiple work terms/semesters with participating employers. Through this integration of study and practical experience, students may enhance their academic knowledge, their personal development and their professional preparation. The teaching faculty and on-site supervisors share in the education of cooperative education students.

Alternating term/semester (full-time) and parallel (part-time) positions are available through the program for undergraduate students who have a 2.5 or higher grade point average and have completed at least 12 hours at UNT. Graduate students must be admitted to a graduate degree program, have a 3.0 or higher GPA and must have completed at least 9 semester hours.

The Cooperative Education and Internships Program facilitates internships. Internships involve only one term/semester of work related to a major. Requirements for internships vary by academic department, and information regarding them is available through Cooperative Education and Internships.

No more than 12 credit hours for bachelor's degree candidates and 6 credit hours for master's degree candidates may be earned through internships or cooperative education courses. Internship or cooperative education credit hours may be applied as part of the major or professional field, as approved supporting courses, as free electives, or as academic credit in addition to degree requirements, as determined by the appropriate academic dean.

*The Cooperative Education and Internships Program is accredited by the Accreditation Council for Cooperative Education [Accreditation Council for Cooperative Education, Stevens Institute of Technology, Castle Point, Hoboken, NJ 07030; (201) 216-8228].*

For further information, contact Cooperative Education and Internships, Marquis Hall, Room 208.

## Counseling and Testing Services

The center provides confidential, professional psychological services to currently enrolled students. Individual counseling related to personal, social and emotional concerns; vocational counseling for help with selection of a major field of study or career plan; educational counseling; and marital and premarital counseling are offered at the center. All individual counseling is limited to eight sessions per academic year. Outreach programs and consultation are available for faculty/staff and student groups.

Group counseling is offered at various times in such areas as improving interpersonal skills, stress management, overcoming eating disorders and coping with sexual abuse, among others.

In addition to the vocational interest, aptitude, personality and other tests used in counseling, the center also serves as a national testing center and computer-based testing site for the GRE, CLEP and TOEFL. Information and application forms for various national tests are available in the center's office.

The center is in Chestnut Hall, Room 311 or call (940) 565-2741.

For information or to sign up for computer-based testing, call (940) 369-7617 or go by the Gateway Center, Room 140.

## Dean of Students

The Dean of Students Office is a resource for UNT undergraduate and graduate students in all programs, schools and colleges. The Dean of Students Office provides a framework for students' successful adjustment to college life, learning, academic success and personal development, consistent with the academic mission of the university. It serves as a liaison for the student body, family, faculty, staff and the local community, connecting them to campus resources.

Staff members of this office are available for general counseling or information and assistance with any phase of campus life. In emergency situations (i.e., death in the family) special assistance can be provided to students for either verification or notification of illness, death or other absences or for assistance with medical withdrawals. The Dean of Students Office handles social adjustment problems, and provides personal development opportunities and enrichment activities via a number of sub-units, including the Career Center, the Student Activities Center and Disability Accommodation. For information, call (940) 565-2648 or visit Suite 216 in the University Union.

## International Studies and Programs

International Studies and Programs (ISP) assists all students, citizens of the U.S. and of other countries, who wish to include an international experience in their education. ISP assists UNT administration, faculty, colleges and departments in the development and conduct of international education activities and programs on and off campus. ISP also directs and supports activity office constituent units. All units are located in Kendall Hall (e-mail: [international@unt.edu](mailto:international@unt.edu); web site: [www.international.unt.edu](http://www.international.unt.edu)).

The **Intensive English Language Institute** provides English and academic skills instruction to students whose first language is not English. Contact: (940) 565-2003 or [international@unt.edu](mailto:international@unt.edu).

The **International Admissions Office** assists students with admissions advising. Contact: (940) 565-2442 or [www.international.unt.edu/iel](http://www.international.unt.edu/iel).

The **International Advising** office assists students and scholars with matters related to immigration and maintaining student status. Contact: (940) 565-2195 or visit [www.international.unt.edu/immigration](http://www.international.unt.edu/immigration).

The **International Welcome Center** is a "home away from home" for international students. It provides orientation programs and campus and community information and activities. Contact: (940) 565-2209 or visit [www.international.unt.edu/welcome](http://www.international.unt.edu/welcome).

The **Sponsored and Special Programs Center** tailors programs for UNT international students sponsored by governments, agencies, businesses or other universities; provides special orientations,

personal and academic counseling; and reports academic progress to sponsors with direct invoicing for tuition and fees. Contact: (940) 565-2196 or visit [www.international.unt.edu/sponsored](http://www.international.unt.edu/sponsored).

The **Study Abroad Center (SAC)** encourages study experience all over the world. It assists faculty, staff and students with exchanges, Fulbright Programs, travel logistics, ID cards and hostel membership. SAC hosts students from other countries on the UNT campus. U.S. students wishing to transfer credits from international institutions should contact the SAC for pre-approval. Contact: (940) 565-2207 or visit [www.international.unt.edu/sac](http://www.international.unt.edu/sac).

### International Student Health Insurance Policy

It is compulsory for international students on non-immigrant visas to carry medical and hospitalization insurance.

International students are billed for health insurance with tuition and fees unless they have alternate insurance coverage. Waivers of this university-endorsed policy are available in International Studies and Programs, Kendall Hall, Room 151, for UNT students who show proof of comparable alternate insurance coverage. Proof must be presented by deadlines **each term/semester** to avoid automatic billing. For deadlines and details visit [international.unt.edu](http://international.unt.edu). Coverage must be in effect continuously from the time the student initially enrolls at the University of North Texas through all enrollment periods and vacation periods, including holidays, until final separation from the university.

See also "Health Insurance Program" under "Student Health and Wellness Center."

## Student Activities and Organizations

The Student Activities and Organizations office provides organization training and advisement, special events planning, and official registration for all student organizations at the university. For information, call (940) 565-3807.

A wide array of clubs and organizations offer UNT students friendships with people of similar and varied interests and avenues for organized and meaningful service.

Numerous national honor societies offer recognition to the student who exhibits outstanding academic achievements and campus participation. National professional societies and departmental clubs also offer involvement within the academic disciplines.

The campus has an active Greek system of national Greek letter fraternities and sororities that sponsor such activities as Greek Week, social events and fund-raising drives for local charities.

Still other clubs offer a chance to join in activities with people of mutual interests.

For a complete list of academic, service and social clubs at UNT, contact Student Activities and Organizations, University Union (940) 565-3877.

## Career Center

Within the Career Center, **Student Employment (SE)** assists students in their job search by providing employment opportunities both on and off campus year round. Students who have been accepted to UNT and are currently enrolled or who have been enrolled within the previous year are eligible to access services.

Students may learn about on- and off-campus job opportunities through the Eagle Network at [careercenter.unt.edu](http://careercenter.unt.edu). Job fairs are conducted in early fall and spring for students seeking off-campus employment. Once a student is hired for an on-campus position, the student is eligible to sign up for customer service training in the C.A.S.A. (Creating a Service Attitude) program.

Students may receive more information or learn how to register with the Eagle Network, Monday through Friday, between 8 a.m. and 5 p.m. in the Career Center office, Chestnut Hall, Room 103, or by calling (940) 565-2105.

**Career Services (CS)** provides the following services to students in all degree programs and at every degree level, undergraduate, master's and doctoral.

In-class presentations and guest lectures are offered on career-related topics (including "Resume Writing," "Job Search Strategies," "Interviewing Skills" and "What Can I Do With a Major In ...").

The Career Research Library has publications, corporate portfolios and computer programs to assist students in identifying and exploring career and employment information (employment outlook, salary surveys and employer contact information). It is open to all students and alumni to use in their job search.

Career planning and job search resources can be found at [careercenter.unt.edu](http://careercenter.unt.edu). These resources assist students and alumni in assessing their career interests, exploring career options and accessing relevant information for making career-related decisions.

Career advisers assist students and alumni in career exploration and research, resume writing, interview preparations, career transitions and general job search strategies through individual advising.

A web-based career services job listings system (Eagle Network) contains current job vacancy announcements from UNT-friendly employers. Students and alumni must formally register with the Career Center in order to utilize this service.

More than 400 employers come to UNT each year to conduct on-campus employee recruiting. The Career Center links student and alumni job seekers with hiring professionals. More than 100 school districts and more than 300 business, industry, government and

public service employers visit campus annually. Registration for on-campus interviewing is required through Eagle Network.

All services and resources the Career Center offers are provided at no cost.

The Career Center is located in Chestnut Hall, Room 103, and is available by telephone at (940) 565-2105 and on the web at [careercenter.unt.edu](http://careercenter.unt.edu).

## Student Legal Services

Student Legal Services provides free advice and assistance to currently enrolled students. This office also maintains a variety of legal publications for student use. Students are encouraged to meet with an attorney during walk-in hours. For details, please refer to the web site at [www.unt.edu/legal](http://www.unt.edu/legal) or call (940) 565-2614.

## Student Activities Information and Services

### Adaptive Computer Lab

Any UNT student, faculty and staff with a valid UNT ID card can use the Adaptive Computer Lab facilities. Students registered with UNT's Office of Disability Accommodation (ODA) have preemptive privileges when the lab is full or when specific adaptive equipment is needed. Students are encouraged to visit the lab early in the term/semester and become familiar with equipment and services. The lab has adaptive consultants on duty 60 hours a week for hands-on help and training.

The Adaptive Computer Laboratory is located in the Science and Technology Library in the Information Sciences Building, Room 110. The Information Sciences Building is in the center of campus next to the Hurley Administration Building and across from the Biology Building. To contact the Adaptive Computer Lab, call (940) 565-3048, TDD Access through Relay Texas: (800) 735-2989, or write to:

Dr. Elizabeth Hinkle-Turner, Manager  
Adaptive Computer Lab  
Computing Center  
University of North Texas  
P.O. Box 305398  
Denton, TX 76203-5398  
E-mail: [ehinkle@unt.edu](mailto:ehinkle@unt.edu)

The lab may be accessed through the Internet ([www.unt.edu/ACSGAL/](http://www.unt.edu/ACSGAL/)).

### Aerie Yearbook

The *Aerie* is the official pictorial history of the university. It is distributed each fall and covers organization events and activities, all athletic programs and university events. For additional information, contact the Aerie Office on level 4 of the University Union, (940) 565-3822 or visit the web site at [www.unt.edu/union/aerie.htm](http://www.unt.edu/union/aerie.htm).

## Athletic Organizations and Activities

Both the Intercollegiate Athletics and Recreational Sports programs at UNT offer a wide range of opportunities for recreation. Accessible sports facilities include the Pohl Recreation Center, the Waranch Tennis Complex, 12 lighted tennis courts, two swimming pools, four gymnasiums, Fouts Field and the Coliseum. Facilities in the Coliseum include handball and racquetball courts and gymnastics equipment. The Physical Education Building contains handball/racquetball courts.

## Center for Continuing Education and Conference Management

The Center for Continuing Education and Conference Management provides the administrative structure for continuing education academic programs and public service to meet professional education and career development requirements of adult groups.

Continuing education programs (conferences, seminars, workshops, etc.) for all of the schools and colleges of the university are coordinated by the center. This assistance includes financial planning in accordance with official university procedures; arrangements for housing, food service, meeting space, transportation and audiovisual equipment; and assistance with preregistration and on-site registration.

Continuing education credit is awarded by the center and these records, which are kept on permanent file, are reported to the Southern Association of Colleges and Schools as an important part of the accreditation process.

Numerous minicourses on general interest topics, GRE/GMAT preparation classes, and extension credit courses are offered throughout the year.

The center is responsible for arranging and scheduling the use of university facilities for all off-campus groups and for faculty and staff groups for purposes other than credit classes.

The Center for Continuing Education and Conference Management is located in Chilton Hall, Room 289. For additional information, call (940) 565-2656, or write to the director, P.O. Box 305344, Denton, TX 76203-5344.

## Multicultural Center

The Multicultural Center was established in November 1995 to address the needs of the diverse campus population with the goal that it would be a place where the entire community and region could experience the cultural wealth of the university. Its central purpose is to "teach the culture" by increasing the involvement and knowledge base of all members through communication across cultures and to support and enhance a welcoming environment at the university. Programs and activities sponsored by the Multicultural Center are developed with the intention of increasing the level of awareness, understanding and consciousness regarding

the underrepresented culture and history of people of African, Hispanic/Latino, Asian and Native American descent; however, the overall focus is inclusive.

The Multicultural Center is responsible for planning universitywide activities during Hispanic Heritage Month, Native American Indian Heritage Month, Black History Month, Asian Heritage Month, and to assist in the planning of Women's History Month and International Week as well as other cultural programs. In addition to planning cultural programs, the Multicultural Center coordinates the Buddy System Mentoring Program, which pairs incoming students with upperclassmen to assist the new student in adapting to the University of North Texas and offers enhancement and development workshops through the Multicultural Leadership Series.

The Multicultural Center houses the Alton and Renay Scales Ethnic Studies Library, which maintains a collection of works relevant to the experiences of the previously mentioned underrepresented ethnic groups. These resources are available to all university students, faculty and staff for research or general information purposes.

The Multicultural Center is located in the University Union, Room 422. For more information on programs and services contact (940) 565-3424.

### **Center for Media Production (CMP)**

The Center for Media Production offers media production services and software training at below market fees to the faculty, staff and students of UNT. These services include web site design, interactive multimedia, CD and DVD development, presentation design, photography, video production and technical services.

CMP is staffed by full-time professional designers and consultants who provide solutions based on each project's requirements and objectives. In addition to professional services, the center has state-of-the-art video and audio recording studios and post-production suites, a fully equipped photography studio and onsite CD/DVD duplication. The center is in Chilton Hall, Room 211; call (940) 565-2180. Visit the CMP web site at [www.cmp.unt.edu](http://www.cmp.unt.edu).

### **Dining Services**

Variety in selections, freedom of choice, an all-you-care-to-eat policy and healthy dining options are features of UNT's residence hall dining service. Students living in residence halls on campus are required to choose a five-day or seven-day meal plan. An open dining policy allows all students and guests access to any dining area continuously from 7 a.m. to 9 p.m. with a grill operation and coffee haus open until midnight.

Students living off campus may purchase full-service meal plans in the Dining Services office at current board rates or choose the 8's Enough meal

plan, exclusively for nonresident students. Faculty, staff, students and guests without a meal plan may purchase meals individually with cash.

The Dining Services office is located in Crumley Hall, Room 132. For more information about meal plans please call (940) 565-2462 or visit the web site at [dining.unt.edu](http://dining.unt.edu).

### **Distance Education (Web-Based and Videoconference)**

The University of North Texas offers a selection of undergraduate and graduate courses via distance education that are delivered via the web and videoconference. Off-campus videoconference sites are located around the Dallas-Fort Worth region. Web-based courses can be taken from any location worldwide that has Internet access and the appropriate computer equipment available.

For further information, visit [www.UNTeCampus.com](http://www.UNTeCampus.com).

### **Distinguished Lecture Series**

The UNT Distinguished Lecture Series was organized and chartered as a universitywide program in 2004 with the assistance of the UNT Student Government Association, and the Division of Student Development. The series is administered by a committee composed of students, faculty and staff, with a student member serving as chairperson.

The objective of the series is to provide the university and greater communities with a variety of distinguished, world-class lecturers and speakers who will bring significant interest, visibility and added prestige to the University of North Texas. The series is dedicated to complement the educational process and to add significantly to the quality of life for the university community and communities of the Dallas-Fort Worth region.

### **Eagle Ambassadors**

UNT Eagle Ambassadors are student recruiters/tour guides with various majors and backgrounds who are interested in promoting the university. In addition to conducting well-organized, friendly tours of the university for prospective students, parents and other visitors, Eagle Ambassadors represent the student body at various events for the President's Office. They also serve as positive role models for prospective students while assisting the Office of Admissions at college nights and at North Texas Preview. The Eagle Ambassadors are responsible for operating the information desk in the Eagle Student Services Center.

The program, started in 1998, offers students an opportunity for personal and professional growth. Following a competitive application and interview process, Eagle Ambassadors are trained extensively in UNT history and traditions. These students receive a \$1,500 scholarship as well as an hourly wage and are required to maintain a minimum grade point average and full-time student status.

## Eagle Leadership Programs

The University of North Texas is committed to the development and success of student leaders. Through our leadership programs we provide an educational and practical foundation to enable students to assume leadership roles both during and after their college careers. Eagle Leadership Programs offer many different leadership opportunities for students. The North Texas Leadership Conference is open to any UNT student who wants to be empowered with the leadership skills necessary to begin and continue involvement in leadership positions on campus and in the workforce. The E.A.G.L.E. Transcript (Evidence of Achievement Guided by Leadership Experience) is a verified record of involvement on campus and in the community. This profile will be provided to UNT students for job applications, scholarships and various other applications. Eagle Leadership Programs also participates in The Leadership Consortium of North Texas Colleges and Universities, a multi-institutional organization that provides opportunities to collaborate with other area leadership development programs. Finally, there are several workshops offered throughout the term/semester for students to strengthen different leadership abilities. For more information about Eagle Leadership Programs, stop by our office, located in the University Union, Suite 324, or call (940) 891-6770.

## EagleMail

UNT has designated e-mail as an official form of communication between the university and students. UNT provides e-mail accounts, accessible at [eaglemail.unt.edu](mailto:eaglemail.unt.edu), to all students registered at the university with no special fee imposed for those accounts. Students are automatically assigned e-mail accounts and are given computer storage for a reasonable volume of mail. **Students are responsible for reading their e-mail frequently enough to receive important communications from the university.**

## Facilities Use Policy

The term *facilities* describes all structures on the campus or otherwise under the control of the university. Use of such facilities is governed by the university's "Facilities Use" policy and "Off-Campus Speakers" policy. Requests may be made through the Facilities Scheduling Office, Center for Continuing Education and Conference Management at (940) 565-2600.

Student organizations wishing to reserve facilities should contact the Student Activities Center, University Union, level 2, or call (940) 565-3807.

## Facilities Scheduling

The Facilities Scheduling Office handles reservations for 110 classrooms on campus for faculty and staff organizations as well as for off-campus groups wishing to use university facilities. The office is in

Marquis Hall, Room 212. Online reservations can be made at [www.unt.edu/ccecm/departments/Facilities/UNT\\_facilities\\_form.htm](http://www.unt.edu/ccecm/departments/Facilities/UNT_facilities_form.htm).

## Fine Arts Series

The UNT Fine Arts Series had its origin as the Lyceum Series in 1924 during the Normal College era. The series has continued to provide a wide variety of the visual, performing and literary arts for the university and communities in the greater Dallas-Fort Worth region. Coordinated by a committee composed of faculty, staff and students, the Fine Arts Series provides students with leadership opportunities, arts management skills, participation in the selection of artists and their works, and evaluation skills to discern among various artists.

UNT students may receive free tickets to performances by presenting a current UNT ID to the ticket seller. Faculty and staff are admitted at a discounted price. For more information, call (940) 565-3805 or visit [www.unt.edu/fas](http://www.unt.edu/fas).

## Gateway Center

The Gateway Center is a multipurpose facility housing class and conference rooms, a banquet facility, the Club at Gateway Center, offices for the UNT System Chancellor and his staff, the Office of Development, the North Texas Exes, the UNT Foundation Inc., and the Honors College. For scheduling, reservations and pricing, Union Scheduling at (940) 565-3806.

## Graduate Student Council

The Graduate Student Council was established in 1968 to assure formal avenues of communication between representatives of the graduate student body and both the dean of the Toulouse School of Graduate Studies and the University Graduate Council. It serves as an advisory council to facilitate an interchange of views and information between these groups. Two members of the Graduate Student Council are elected annually to serve as voting members of the University Graduate Council. Graduate Student Council members also serve on other graduate council and universitywide committees. The president of the council can be reached by contacting the Toulouse School of Graduate Studies or visiting [www.gsc.unt.edu](http://www.gsc.unt.edu).

## Living Accommodations

Graduate men and women may live in university-owned residence halls or in off-campus housing.

College Inn, Santa Fe Square, Legends Hall and Mozart Square are targeted for housing junior-, senior- and graduate-level students, although this is not guaranteed. Graduate students may select a no-meal plan option. More information regarding university-owned residence halls may be obtained by writing to the Department of Housing and Residence Life,

University of North Texas, P.O. Box 311310, Denton, TX 76203-1310, or calling (940) 565-2610.

**Off-Campus Housing.** Students who are not required to live in university housing under the terms of the housing policy may live where they choose. The university does not assume any responsibility in off-campus housing arrangements but does support the federal housing policies that housing owners not discriminate because of race, color, sex, age, disability, veteran status or national origin.

The Student Association publishes an apartment evaluation survey that is available in their office on level 4 of the University Union.

### **North Texas Exes (Alumni Association)**

The North Texas Exes Alumni Association is dedicated to **promoting** the University of North Texas by **connecting** with alumni, friends and current students through programs, scholarships and activities that create awareness and loyalty, and to **supporting** the ideals of the university. For more information, call (940) 565-2834 or e-mail [alumni@unt.edu](mailto:alumni@unt.edu). Visit the Alumni Center or online at [www.ntexes.org](http://www.ntexes.org).

### **Office of Disability Accommodation**

The Office of Disability Accommodation (ODA) is the central referral agency and resource clearinghouse for students who qualify for disability accommodations as defined by the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. The mission of the ODA is to provide reasonable accommodations and auxiliary aids to eligible students by facilitating appropriate adjustments to the classroom and associated learning environments. In order to administer this process, ODA maintains all student disability related medical and psychological documentation and the corresponding accommodation request records. Students who qualify for accommodations are responsible for presenting to their instructor an Accommodation Request Form, which is generated in ODA letterhead and signed by a department official.

ODA staff members are available to counsel and advise students regarding disability related matters and can assist in devising academic success strategies, including referral to other campus and community services. ODA arranges classroom auxiliary aids such as sign language interpreters, Computer Aided Real Time Transcriptionists (CART), readers, alternative format textbooks (such as textbooks on tape) and various forms of adaptive equipment and technologies. ODA also houses adaptive testing facilities for administration of course examinations and works closely with academic departments and course instructors in making such arrangements. For more information, call (940) 565-4323, TDD (940) 369-8652 or 565-2958, or visit Suite 322, University Union.

### **Organizations Policy**

The University of North Texas recognizes the right of any group of students, faculty or staff to form a voluntary organization for purposes not forbidden by the laws of the United States or the State of Texas or university policy. All organizations that include enrolled students as members must register each long term/semester with the Student Activities and Organizations office.

Policies regulating the organization, functioning, sponsorship and privileges of registered or recognized organizations are available from Student Activities and Organizations in Suite 216 I of the University Union (940) 565-3807.

### **Parking**

Parking regulations and maps detailing parking facilities may be obtained online at [www.unt.edu/parking](http://www.unt.edu/parking). Commuter parking permits are sold only at the UNT Bookstore beginning one week prior to the first class day and throughout the first week of classes. These permits are sold the remainder of the term/semester at Parking Services in the Sullivant Public Safety Center at 1700 Wilshire. Residence hall parking permits must be ordered (and may be paid for) through the Housing web site as part of the housing enrollment process at [housing.unt.edu/Login.asp](http://housing.unt.edu/Login.asp).

### **Religious Activities and Organizations**

Campus ministries and student centers sponsored by different denominations and the churches of Denton, as well as campus religious organizations, offer opportunities for personal counseling and for social and spiritual involvement.

Contact information for campus religious organizations is available in the Student Activities and Organizations office, University Union, or call (940) 565-3807.

### **Speech and Hearing Center**

The University of North Texas Speech and Hearing Center offers services to adults and children with communication disorders. Audiology services include hearing testing, dispensing and repair of hearing aids, management of cochlear implants, assessment of auditory processing disorders and aural rehabilitation programs. Speech-language therapy services include evaluation and treatment of language, articulation, fluency and voice disorders.

The Speech and Hearing Center offers many programs designed to meet the needs of UNT students, including a dialect reduction program for non-native speakers of English, testing and support for students with language-learning disabilities, and preventative programs for students in the performing arts, including a hearing conservation program, musician's ear protection and a voice evaluation/treatment

program for performance related disorders. Services are free to enrolled students. The center also accepts insurance, including Medicare/Medicaid and offers sliding-scale fees for clients who meet income qualifications from the community. To schedule an appointment, call (940) 565-2262

### Student Government Association

The Student Government Association (SGA) strives to promote the interests and opinions of the student body. As the official voice of the student body, SGA represents the student body in matters of policy and student welfare. SGA sponsors programs and projects that enhance students' educational experiences.

SGA is responsible for many services to students, such as apartment guides, metro-phone service, homecoming/spring elections and the Eagle Calls Student/Faculty/Staff Directory. Students may also benefit from Eagle's Nest Organization Council membership, Freshman Intern Program and B. Craig Raupe Travel Grants.

Students interested in becoming a member of SGA may call (940) 565-3850; visit the SGA office located in the University Union, Student Life Suite 216 B; or visit the SGA web site at [www.unt.edu/sga](http://www.unt.edu/sga).

### Student Health and Wellness Center

The Student Health and Wellness Center, located in Chestnut Hall, is equipped with examination and treatment rooms, a clinical laboratory, pharmacy and x-ray. Medical services are available when school is in session to enrolled students paying the medical service fee. No medical care is available between terms/semesters or on official university holidays. For a major emergency, call 911. The Student Health and Wellness Center operates on an appointment system. Call (940) 565-2333 to make an appointment.

Clinic hours of operation: fall and spring terms/semesters — Monday through Thursday, 8 a.m. to 6 p.m.; Friday, 9 a.m. to 6 p.m.; Saturday, 9 a.m. to 1 p.m.; Pharmacy hours: Monday through Friday, 9 a.m. to 6 p.m.; Saturdays, 9 a.m. to 1 p.m.; summer clinic hours — Monday through Friday, 8 a.m. to 5 p.m.; summer pharmacy hours: Monday through Friday, 9 a.m. to 5 p.m.

The health and wellness center professional staff includes licensed physicians, certified nurse practitioners, physician assistants and nurses; certified lab technologists; certified medical radiological technologists; registered pharmacists; certified health educators; social workers; and administrative, business and medical records personnel. Also available are psychiatrists, an allergist, a registered dietitian and a registered massage therapist.

The student medical use fee allows students to access physicians, nurse practitioners and nurses.

Charges are assessed for ancillary services, special supplies and treatments, and specialty provider visits. The student may pay with cash, check, or credit card, or make billing arrangements. Statements will be sent to the parent with the student's written permission.

Medical information is confidential and is not released to others without a release signed by the patient. If a parent requests information for a minor, the Health and Wellness Center is obligated to provide the information.

A pharmacy is located inside the Health and Wellness Center. Prescriptions from private physicians can be filled at the pharmacy.

The Wellness Resource Service Center provides individual health education, outreach programs, and drug and alcohol education and referral to students, campus groups and special programs for specific health needs. Contact the Wellness Resource Service director at (940) 565-2787 for a complete list of offerings.

Allergy injections can be administered at the Student Health and Wellness Center. Patients must have allergy serum and orders from their allergist prior to injection of allergy shots. For more information, obtain a current allergy policy from the Student Health and Wellness Center.

The Student Health and Wellness Center recommends that all students have current immunizations for diphtheria, tetanus, rubella, mumps, measles, and hepatitis B. It is also recommended that you consider receiving the bacterial meningitis vaccination.

Students who have their medical fees waived must pay a user fee each term/semester to be eligible for Health and Wellness Center services.

### Health Insurance Program

A group student health insurance plan is offered for students enrolled at UNT. Application forms are available in the Health and Wellness Center. It is compulsory for international students on non-immigrant visas to carry medical and hospitalization insurance. International students are billed with tuition and fees unless they have alternate insurance coverage. Waivers of this university-endorsed policy are available in International Programs and Studies, Kendall Hall, Room 151, for UNT students who show proof of comparable alternate insurance coverage. Proof must be presented by deadlines each term/semester to avoid automatic billing. For deadlines and details visit [international.unt.edu](http://international.unt.edu).

New and continuing international students eligible for UNT employee insurance must go to Human Resources to enroll. Human Resources will provide the employee with a verification form that will indicate the employee's enrollment status. Students must bring the form to Kendall Hall, Room 151, complete a waiver form, and attach it to the Human Resources form. If the student is not enrolled, or is in a 90-day



waiting period, the student will need to purchase personal medical insurance coverage.

### **Pohl Recreation Center**

The Pohl Recreation Center provides facilities for recreational and fitness activities, including a weight room, a climbing wall, an indoor track for walking and jogging, an aquatics area, four gymnasiums and an outdoor pursuits center. The aquatics area includes a lap pool, a spa and a leisure pool (with warmer water than in the lap pool, a vortex, a water channel, underwater seating, a water fountain, benches, zero beach entry, spray tunnel and water curtains, and hydraulic lifts for handicap access). The gymnasium houses four multi-purpose courts for basketball, volleyball and badminton, with one of the multi-purpose courts featuring an indoor soccer arena. The outdoor pursuits center provides outdoor equipment rental and sponsors outdoor adventure trips and clinics.

Also located in the Rec Center are locker rooms, the Sidelines Deli (serving snacks, smoothies, sandwiches and beverages), lounge and seating areas, meeting rooms, two aerobic rooms, lighted outdoor sand volleyball and basketball courts, and the Recreational Sports offices.

Open throughout the day for recreation and fitness opportunities, the Rec Center offers classes in a variety of activities.

The Rec Center is a result of a project initiated by a UNT student group in 1997, which gained momentum through student involvement and was approved through a student referendum in 2000. The Rec Center is funded primarily through the recreational facility fee.

For more information regarding the Pohl Recreation Center's programs and facilities, contact Recreational Sports in the Physical Education Building, Room 103 or call (940) 565-2275. Information is also available through the Recreational Sports' web site at [www.unt.edu/recsports](http://www.unt.edu/recsports).

### **Recreational Sports**

The university offers extensive intramural, sport clubs, open recreation and recreational instruction programs to provide students with recreational and competitive opportunities. Any student who pays the recreational facility fee may participate in intramurals through one of three divisions that have men's, women's and co-recreational teams: Residence Hall, Greek or Independent. Team sports are arranged on a round-robin basis, and individual and dual sports are set up by elimination tournaments, meets and special events.

The sport club program provides an opportunity for UNT students to compete against other colleges and universities in the Texas area. The clubs include Aikido, badminton, baseball, billiards, cycling, fencing, Go, gamers, ice hockey, in-line hockey, ultimate

disc, men's lacrosse, men's rugby, men's soccer, sailing, men's ultimate disc, taekwondo, triathletes, wake, women's lacrosse, and women's ultimate disc.

The group exercise program offers students exciting aerobic activities for a small fee. Step aerobics, body sculpting, water aerobics, kickboxing, cardio kickboxing, mat Pilates, yoga and other classes provide the student with a variety of programs from which to choose. Free noncredit classes are offered, and others require the purchase of a pass.

The outdoor pursuits program offers a 45-foot climbing wall, 10-foot bouldering wall, rental of outdoor adventure equipment, outdoor trips, clinics and workshops.

The aquatics program offers classes such as Learn to Swim-Child, Learn to Swim-Parent/Child, private swim lessons, lifeguarding classes and more.

The fitness program offers fitness assessment, personal training RMR testing, body composition testing and other classes.

The informal recreation program in the Pohl Recreation center is open to all currently enrolled UNT students with a valid UNT ID card who pay the recreational facility fee. Current and retired faculty, staff and their families may purchase memberships. Memberships are also available to alumni. Members can sponsor up to two guests per day for a fee. Informal recreation offers drop-in activity in basketball, indoor soccer, handball, racquetball, swimming, badminton, volleyball and more.

A 14,500 square foot weight room is also located in the Rec Center and offers Stairmaster™, treadmills, selectorized weight machines, elliptical machines, free weights and exercise bikes.

The Waranch Tennis Complex, which opened in January, 2005, offers 12 lighted tennis courts and equipment checkout. These courts are home to the Mean Green women's tennis team and open to all students, faculty and staff, and their guests. For more information about the Waranch Tennis Complex, please call (940) 565-4200.

For information concerning hours of operation, call the Member Services Desk at (940) 369-8347, the Recreational Sports Office at (940) 565-2275, or the 24-hour information line at (940) 369-7100, or visit the Recreational Sports' web site: [www.unt.edu/recsports](http://www.unt.edu/recsports).

### **UNT Police Department**

The UNT Police Department serves an integral role in campus life as the university's principal provider of safety and security for students, faculty, staff and visitors. Located at 1700 Wilshire in the Sullivant Public Safety Center, the department operates 24 hours a day.

University Police officers are licensed by the State of Texas, and enforce state and local laws as well as university rules and regulations. The department offers numerous programs and services available to our community.

For more information, contact the UNT Police Department at (940) 565-3000, or visit our web site at [www.unt.edu/police](http://www.unt.edu/police)

### University Program Council

The University Program Council (UPC) offers a co-curricular learning experience through involvement in student programming committees. UPC programs outdoor recreation and off-campus travel, concerts, dances and traditional events, arts and lectures, promotion and other special events for the UNT campus and Denton community. UPC is part of the University Union and is funded in part by the union fee paid by students. UPC welcomes members for their suggestions and ideas. Committee membership is open to any interested student. The UPC Office is located on level 4 of the University Union. Call (940) 565-3825 for information or visit [www.unt.edu/union/upc\\_main.htm](http://www.unt.edu/union/upc_main.htm).

### University Union

The University Union is the community center for the campus. The Union provides services and programs that members of the campus community need in their daily lives and creates an environment for getting to know and understand others through formal and informal associations.

A 500-seat theater, meeting and banquet facilities are available to campus or community groups.

A food court, complete with an outside terrace seating area, provides a variety of menu offerings. The Corner Store has a large selection of grab-and-go items, a smoothie bar and a Sub Connection sandwich shop. Jazzman's is a gourmet coffee bar featuring Seattle's Best coffee along with muffins, scones and breakfast items. Both areas are on level 2.

Avesta provides a casual dining atmosphere with gourmet cuisine for lunch, Monday through Friday.

The Union also offers a games and recreation center, TV viewing, graphics and reproduction center, a copy center and a variety of entertainment at almost any time of the day. ATMs and public fax services are also available. At the Information Center, level 3, check cashing, discount tickets to local attractions, lost and found, and updates on programs are available.

Also housed in the Union are Student Activities and Organizations, Student Government Association, banking services, Office of Disability Accommodations, UNT Bookstore, Dean of Students, U.S. Post Office, Multicultural Center, Student Volunteer Center and the Women's Center.

For further information contact the Union at (940) 565-3805 [TDD (800) 735-2989] or visit [www.unt.edu/union](http://www.unt.edu/union). Contact Union Scheduling Services for catering, event planning and facility use at (940) 565-3804 or visit the web site at [www.unt.edu/union](http://www.unt.edu/union).

### University Writing Lab

The University Writing Lab provides free tutoring and workshops for students from the freshman through the graduate levels. Individualized and group work in such areas as punctuation, grammar, sentence structure and essay writing is provided by experienced tutors five days a week for 13 weeks during each long term. The lab is open Monday–Thursday from 9 a.m. to 5 p.m. and Friday from 9 a.m. to 4 p.m. During the summer the lab is open from 10 a.m. to 4 p.m., Monday–Thursday.

Students may also access tutors through the UNT Writing Lab web site. Visit [www.unt.edu/writinglab](http://www.unt.edu/writinglab). Tutors will respond within 24 hours to any questions students submit. The web site also contains exercises, diagnostic exams, a peer review video, an interactive calendar of events, a discussion board and other helpful materials. The primary purpose of the Writing Lab is to promote more and better-written composition by students at all levels. Students are encouraged to visit the Writing Lab, in the Auditorium Building, Room 105, to discuss their writing issues.

### UNT Graduate Teaching Assistant and Teaching Fellow Orientation

At the beginning of the fall and spring terms/semesters, the Robert B. Toulouse School of Graduate Studies holds an orientation for all new teaching assistants (TAs) and teaching fellows (TFs). The TA/TF Orientation instructs new TAs and TFs in university policies that affect their employment and provides training pertinent to teaching and classroom management. The Council of Deans and the Provost require all new TAs and TFs to attend the orientation program.

### Volunteer Center

The Volunteer Center offers programs and services designed to provide a link between those who want to serve and those who need assistance. The Center serves as a clearing housing and information resource to potential volunteers as well as agencies, organizations and campus departments that need volunteers. The Volunteer Center is located in the University Union, Suite 430. For more information call (940) 565-3021.

### Women's Center

The Women's Center offers programs, services and resources that enlighten, support and enhance the university community and serves as a central coordinating agency for campus and community organizations. The center also offers activities in observance of national projects such as Women's History Month, a self defense course for women, as well as various support groups and childcare information. The center provides opportunities to the university that promote a broader understanding of the diverse experiences of women. The Women's Center is located in the University Union, Suite 430. Call (940) 565-3527 for information.