

Academic Resource Center

Student Center 305, (435) 797-1128
<http://www.usu.edu/arc>

The Academic Resource Center (ARC) provides services and programs that enhance students' learning skills, strategies, and attitudes. Classes such as USU 1010, PSY 1730, PSY 1750, and SPED 0100 actively orient students to campus and involve them in gaining college-level academic skills. "Drop-in" math and statistics tutoring, as well as the Supplemental Instruction (SI) program, provide additional academic support. Individual consultations assist students with gaining course-specific learning strategies. The National Student Exchange promotes studying for one or two semesters at other U.S. colleges for cultural and academic diversity.

Admissions

Student Center 102, (435) 797-1129, or (800) 488-8108
<http://www.usu.edu/admissions>

The Admissions Office acts as a liaison between the University and high schools and community colleges. It functions as the first point of contact between the University and the public schools and is involved in personal visits to schools and institutions. Personnel in this office are glad to answer questions about the University, conduct tours, assist with arrangements, and help students make application for scholarships and admissions.

Advising and Transfer Services, University

Student Center 304, (435) 797-3373
<http://www.usu.edu/ats>

University Advising and Transfer Services (UATS) provides advising referrals and information regarding University requirements, academic policies and procedures, academic program planning, University Studies requirements, transfer articulation agreements, services, and resources of the University. UATS also facilitates the new Student Orientation, Advising, and Registration (SOAR) program; the Peer Advising program; Graduation Guarantee program; Intent to Transfer program; and transfer articulation agreements. Students who are designated as Undeclared, Undeclared Business, Undeclared Science, or General Studies are advised by UATS advisors.

Bookstore

Student Center 123, (435) 797-1666
<http://www.bookstore.usu.edu>

The USU Bookstore's primary objective is to support students. The Bookstore's focus centers on providing students with easy and timely access to textbooks, reference books, trade books, and other educational materials. In addition, there is a Gifts and Clothing Department which carries Aggie-related items, and a Supplies and Electronics Department.

Special services include: Express-A-Book (mail order), custom publishing (copyright clearance and production of course readers), accounts for scholarship and rehabilitation students, special orders on merchandise, textbook buyback, and scholarships.

Textbooks and merchandise can also be purchased at the Bookstore's secure website.

Campus Recreation

Health, Physical Education and Recreation 126, (435) 797-7529
<http://www.usu.edu/camprec>

Campus Recreation houses and advises six major recreation and conservation programs: Intramurals, Outdoor Recreation Center, Utah Conservation Corps, Informal Recreation, Club Sports, and Recreation Instruction Program. These programs are run by professionals, students and volunteers. Campus Recreation sponsors numerous events, activities, and volunteer service projects throughout the year, including the following:

Intramurals

Intramural sports include basketball, racquetball, table tennis, badminton, soccer, volleyball, softball, and many more. The rejuvenation resulting from participating in intramurals is a crucial part of the college experience.

Outdoor Recreation Center (ORC)

The ORC is one of the nation's premier University outdoor education and leadership programs serving students and the public through diverse educational programs and comprehensive rental services. The ORC provides rigorous experiential learning experiences fostering independent problem solving, leadership, and communication skills. It also promotes academic excellence, physical and personal development, and responsible involvement and service in the outdoors.

Utah Conservation Corps (UCC)

The UCC is dedicated to improving the quality of public natural resources and the community through partnership projects, community service-learning volunteer efforts, disaster relief, and environmental and outreach education.

Informal Recreation

The HPER and Fieldhouse facilities, including pools, weight rooms, track, and fitness center, are areas where participants can engage in self-directed exercise.

Club Sports

Club sports are for students who wish to play in a competitive team environment at a high level. Some clubs are well-established and require tryouts. There are 16 club sports to choose from, including (but not limited to) ballroom dance, soccer, ultimate frisbee, rodeo, and lacrosse.

Recreation Instruction Program (RIP)

The RIP program offers various instructional programs fostering awareness of different cultures and their lifestyles. A few examples of Campus Recreation's classes are yoga, aikido, and karate.

Card Office/Customer Service Center

USU ID Cards, Debit and Dining Accounts,
Information, and Ticket Sales
Student Center 212, (435) 797-3852
<http://www.usu.edu/usucard>

The Card Office/Customer Service Center is the location where students receive their USU ID Card. The USU ID Card allows students access to many campus resources and events. In addition, it can be used for debit and dining accounts.

Student Resources

The Card Office/Customer Service Center staff can answer general questions about the University and provide student information. The center offers assistance, information, maps, and problem-solving assistance for students, staff, and visitors. The center also handles Lost and Found items for the Taggart Student Center.

There is an outlet for the USU Ticket Office at the center. Tickets are available for performing arts, theatre productions, STAB events, and all athletic events.

Career Services

University Inn 102, ground level, (435) 797-7777
<http://www.usu.edu/career>

Career Services is the link between students and successful career employment. A dedicated group of professionals is ready to help by offering expertise in four broad areas related to career paths. These four areas are briefly outlined below.

Career Exploration

A variety of exploratory activities and assessments are available to help students develop self-awareness in selecting a major and focusing on career choices suiting their needs, interests, and abilities. PSY 1220 (3 credits), a Career and Life Planning course, is taught to help students more fully explore career options.

Co-op/Internships

Students who participate in this program can graduate with the experience employers are looking for. Students can receive pay and academic credit for one or more relevant work experiences in their field of study.

Career Employment

From on-campus recruiting to fairs, expos, and forums, a wide variety of services are offered to assist students in obtaining employment upon graduation. Students can meet their career advisor one-on-one to discuss resume/cover letter preparation, networking contacts (both employer and alumni), and personal career search strategies.

Testing

Undergraduates and graduates may want to take advantage of tests, such as the American College Test (ACT), the College Level Examination Program (CLEP) tests, the Test of English as a Foreign Language (TOEFL), the Graduate Record Examination (GRE), the Law School Admission Test (LSAT), the Medical College Admission Test (MCAT), and the Graduate Management Admission Test (GMAT). Test times can be scheduled directly by calling (435) 797-1004.

Children's House

862 East 900 North, (435) 797-3657
<http://www.childrenshouse.usu.edu>

Student parents attending the University may enroll their children at the Children's House, an accredited quality early care and education program. Preschool and kindergarten age children (3-6 years) may be enrolled during fall and spring semesters, and children preschool through second grade (3-8 years) may be enrolled during summer semester. Professional staff provide a healthy, safe, and nurturing learning environment for children by promoting their physical, social, emotional, and intellectual development. There are several flexible full-day and part-day enrollment options from which parents can choose, as space is available.

Computer and Information Literacy (CIL)

Eccles Science Learning Center 131, (435) 797-2405
<http://cil.usu.edu>

As part of the University Studies Requirements, all students receiving a bachelor's degree from USU must score 70 percent or higher on each of the following six computer and information literacy examinations: (1) Information Law and Ethics, (2) Information Resources, (3) Document Processing, (4) Operating Systems, (5) Spreadsheets, and (6) Electronic Presentations.

There is a \$30 fee associated with this exam. Once the fee is paid, there is no limit to the number of times a student can take each test. Once a test is passed, a student may not retake that test. After all tests are passed, students must go to the CIL web page, select **Recording on Transcript**, and then complete and submit the form. The CIL information will then be posted to their transcripts.

Counseling Center

Student Center 306, (435) 797-1012
<http://www.usu.edu/counsel>

The Counseling Center assists students with personal growth and adjustment, mental health concerns, relationship issues, problem-solving, and career/academic adjustment. Services include individual, couples/relationship, and group therapy; outreach programs; problem-solving consultations; and psycho-educational assessments.

Common problems for which students may seek help include: symptoms of depression and anxiety, adjustment challenges, stress, eating and body image concerns, problems managing emotional reactions, social/interpersonal conflicts, trauma/grief, behavioral addictions, identity issues, and loneliness. Services are confidential and free for students enrolled in 6 or more credits on campus. (There is a nominal fee for psycho-educational assessment.) For an appointment, call (435) 797-1012 or come to Student Center 306.

Disability Resource Center

University Inn 101, (435) 797-2444 or (800) 259-2966 Voice or (435) 797-0740 TTY
<http://www.usu.edu/drc>

The Disability Resource Center offers support, facilities, and services needed to ensure that students with disabilities can obtain an education at the University. A student needing an interpreter, reader, note-taker, or other services should contact this office. Assistance is also provided in counseling, registering, equipment acquisition, assistive technology lab, and referral information.

Financial Aid

Student Center 106, (435) 797-0173
<http://www.usu.edu/finaid>

The Financial Aid Office provides direction and counseling in the areas of scholarships, grants, loans (emergency and long-term), federal work aid (work-study), and general on-campus and off-campus temporary employment assistance. Help is available in preparing and submitting applications and supporting materials, and counseling students about

school financing and available aid, budgeting, deadlines, and loan indebtedness.

Graduate Studies, School of

Main 164, (435) 797-1189
<http://www.usu.edu/gradsch>

This office handles admission to all USU graduate programs and monitors all graduate students at USU, including final degree approval.

Graduation Office (Undergraduate)

(Office of the Registrar)
Student Center 246
<http://www.usu.edu/registrar/graduation>

This office provides and processes applications for graduation, publishes graduation lists, and creates diplomas.

Students should contact the Graduation Office at the e-mail address listed below for the college in which they plan to graduate.

College of Agriculture, grad.ag@usu.edu
College of Business, grad.bu@usu.edu
College of Education and Human Services, grad.ed@usu.edu
College of Engineering, grad.en@usu.edu
College of Humanities, Arts, and Social Sciences, grad.hu@usu.edu
College of Natural Resources, grad.nr@usu.edu
College of Science, grad.sc@usu.edu
Continuing Education, grad.ce@usu.edu

Honors Program

Main 15, (435) 797-2715
<http://www.usu.edu/honors>

The Honors Program provides motivated undergraduates with the opportunity to pursue enhanced coursework in their University Studies requirements, as well as in their area of major research. Participants may earn their bachelor's degrees with Honors in an academic major. A limited number of entering freshmen are invited to join the Honors Program each year, and continuing students are invited to join if they have maintained a minimum 3.5 GPA. Transfer students and those who have completed their University Studies requirements enter the Honors Program through acceptance into a major and will pursue Departmental Honors. Students in the program must maintain a minimum 3.30 GPA. A higher GPA is required for some majors.

Housing and Residence Life

1295 East 1000 North, (435) 797-3113 or (800) 863-1085
<http://www.housing.usu.edu>

Utah State University Housing's commitment is to provide students with high-quality facilities, reasonable prices, excellent customer service, and the ultimate in campus convenience. A well-trained staff in each residential area provides numerous opportunities for social interactions and community building within the halls and apartments. The staff also offers educational workshops which supplement formal classroom experiences and learning. Residence Life staff members serve as knowledgeable advisors, resources, and mediators.

Living on campus gives students the opportunity to make the most of their collegiate experience. Studies show that those students who live on campus perform better academically, stay in school longer, and are more satisfied with their overall college experience. A well-rounded living/learning environment can have a significant influence on student education, and Utah State University Housing and Residence Life wants to help students succeed. Students may choose from traditional-style, apartment-style, and family-style living accommodations.

Independent and Distance Education

Eccles Conference Center 102, (435) 797-2137
<http://extension.usu.edu/continuinged>

Independent and Distance Education offers University and Independent Study credits that are transferable to many other institutions and are accepted in degree programs at Utah State University and throughout the world.

International Students and Scholars

Student Center 313, (435) 797-1124
<http://www.oiss.usu.edu/>

The Office of International Students and Scholars (OISS) is committed to providing the necessary tools for students to succeed, both academically and personally. It provides the support to enhance the academic, social, and personal interactions of international students and scholars while at USU and in the Logan community. It serves as the primary link between the students and local and government agencies. The OISS staff is eager to assist with advising on immigration and other matters, such as personal and social adjustments. A main goal is to create a warm and inclusive environment in which all students can learn and interact in a cross-cultural environment. Throughout the year, OISS and the International Student Council (ISC) offer cultural and educational programs to enhance intercultural competencies and communication skills.

Multicultural Student Services

Student Center 309, (435) 797-1733
<http://multiculture.usu.edu>

Multicultural Student Services contributes to the mission of the University and Student Services by advancing and encouraging the intellectual, personal, cultural, and professional development of Native-American, African-American, Asian-American, Oceanic, and Latino student populations. Student development is promoted by integrating experiences into the student's total learning environment in the classroom and community that foster, in each individual, respect and responsibility for self and other members of the world around them.

Multicultural Student Services provides direction and leadership for Utah State University's commitment to cultural diversity. This mission is carried out through programs of instruction, advisement, community service-learning, outreach, experiential education, cultural events, administration, and student support services.

Student Resources

Network and Computing Services

Science Engineering Research 301, (435) 797-2391
<http://www.usu.edu/compserv>

Network and Computing Services (NCS) provides computing and networking facilities and services for instructional, research, and administrative functions. A current description of these facilities and the access procedures for students and staff may be found on the NCS website.

The Help Desk is managed by NCS. This service is available from 7 a.m. to 8 p.m. by phone at (435) 797-4358 or by e-mail at helpdesk@cc.usu.edu, and from 8 a.m. to 5 p.m. for walk-in at Science Engineering Research 108 by students and staff. Online services and FAQs may be found on the web at: <http://helpdesk.usu.edu>

NCS coordinates Student Open Access labs and manages six of them. More than 800 computers are available for use by USU students upon presentation of their USU ID card. Lab locations, hours of operation, and lists of software and equipment available at each lab are described on the web at: <http://www.sls.usu.edu>

Parking and Transportation Services

840 East 1250 North, (435) 797-3414
<http://www.usu.edu/parking>

Students who are unfamiliar with the campus should contact this office for directions and parking instructions. Also available are faculty, staff, student, and visitor parking permits. This office also provides shuttle services from key perimeter parking areas to key central campus locations.

Records Office

(Office of the Registrar)
Student Center 246
<http://www.usu.edu/registrar/records>

This office processes and maintains student academic records. Students needing transcripts of academic records or needing to make changes to academic records should contact this office at: registrar@cc.usu.edu

Reentry Student Center

Student Center 315, (435) 797-1728
<http://www.usu.edu/stuserv/womencen>

The Reentry Student Center provides information, assistance, and referral concerning the resources available on campus and in the community to women and men who are returning to school after a gap in their education. The center serves as an informal gathering place for reentry students and facilitates their transition to university life through orientations, workshops, leadership opportunities, scholarships, and programs.

Registration Office

Student Center 246, (435) 797-1094
<http://www.usu.edu/registrar/registration>

This office prepares all registration materials and conducts registration.

Residency Office

(Admissions Office)
Student Center 102, (435) 797-8144
<http://www.usu.edu/admissions/information/residency.cfm>

Nonresident students who feel they have met the requirements for instate resident student status must file an official residency application with the Residency Office **no later than 10 calendar days from the first class day**. Those missing the application deadline will have residency considered for the next semester, provided that the next appropriate deadline is met with adequate updated documentation.

If an application is denied by the Residency Officer, the student may appeal to the Residency Appeals Committee no later than the 14th calendar day of the semester. Appeals cannot be considered after this deadline.

Information on residency requirements can be obtained from this office.

Sexual Assault and Anti-Violence Information (SAAVI)

Student Health and Wellness Center 119
(435) 797-1510 (General Information)
(435) 797-RAPE (7273) (Crisis Hotline)
<http://studentlife.tsc.usu.edu/saavi/>

The Sexual Assault and Anti-Violence Information (SAAVI) Office was created to promote an atmosphere of sexual and physical safety for all female and male students, faculty, and staff at Utah State University. It works to accomplish this task through an environment of education, as well as sensitive, competent response to those who have experienced violence.

SAAVI provides **crisis help** (i.e., support; assistance obtaining medical, counseling, academic, and legal aid in the aftermath of sexual assault or dating/domestic violence; etc); **education** (e.g., presentations to groups, clubs, classes, etc); and **awareness events** (e.g., Red Zone Week, Domestic Violence Awareness Month/Clothesline, Sexual Assault Awareness Month, etc). SAAVI services are available to USU **students, faculty, and staff**; both **women and men**; both **primary survivors** (those who experience violence) and **secondary survivors** (friends/loved ones of those who experience violence).

The SAAVI Office is located in the Student Health and Wellness Center (north of Romney Football Stadium). For help, general information, questions, or to request a presentation, call (435) 797-1510. The SAAVI Office also maintains a crisis hotline: (435) 797-RAPE (7273) (available 24 hours per day, 7 days per week, 365 days per year). During nights, weekends, and holidays, the crisis line is answered by CAPSA (Community Abuse Prevention Services Agency), which is a SAAVI community partner.

Student Employment

(Financial Aid Office)
Student Center 106, (435) 797-0184
<http://www.usu.edu/studemp>

The Student Employment Office develops and posts on-campus part-time and off-campus full-time and part-time openings daily on the Job Board in the hallway outside the Financial Aid Office in the Taggart Student Center, as well as online at the address listed above. Summer

openings representing camps, resorts, ranches, government, and private industry across the United States are featured from January through May on display boards at the entrance to the Financial Aid Office. Additional information and assistance may be obtained at the Student Employment counter in the Financial Aid Office.

Student Health and Wellness Center

850 East 1200 North, (435) 797-1660
<http://www.usu.edu/shshome>

The Student Health and Wellness Center provides students and their families with care for illness and minor injuries, as well as health and wellness information for a variety of concerns. Help and information on topics such as depression, nutrition, time and stress management, healthy relationships, and prevention of sexual assault and date rape, as well as assessment, education, and referral for substance abuse, are available from a variety of specialists on the staff.

The services of physicians, nurses, and pharmacists, as well as laboratory, physical therapy, psychology, radiology, prevention, and dietitian services, are available on-site. General medical care and specialty care in sports medicine, emergencies, dermatology, gynecology, and psychiatry are provided through the center. Special services include physical exams for pilots, teachers, or missionaries, and x-ray and laboratory services are available. Peer educators, as well as office staff, are available to answer questions and provide support or information on health-related topics. Students gain leadership skills while involved in peer educator teams offering prevention activities and promoting healthy lifestyles. Prevention programs, research surveys, and educational classes are also available through this office. Educational presentations on health-related topics, which are excellent supplements to academic course material, can be scheduled by faculty members for inclusion in their classes.

Most of the costs for services of the Student Health and Wellness Center are covered by the Student Health Fee (paid at the time the student registers), or by a spouse/family member fee (paid during the first visit), but some procedures and classes may require a nominal fee. Although the Student Health and Wellness Center provides administrative oversight of the Student Health Insurance Plan, health insurance is not required to use the Student Health and Wellness Center.

Student Involvement and Leadership Center

Student Center 326, (435) 797-2912
<http://a-station.usu.edu>

The Student Involvement and Leadership Center strives to provide opportunities for students to receive life, leadership, and interpersonal skills by sponsoring events and activities that complement the academic curriculum and enhance the overall educational experience through the development of a wide range of programs, services, leadership development opportunities, and activities. These events strive to promote diversity, cultural appreciation, social interaction, community service, a sense of community, and effective student government representation.

The Student Involvement and Leadership Center includes the following: student government (ASUSU), fraternities and sororities,

Leadership House, Fall Leadership, Mortar Board, Spirit Squad, and the Val R. Christensen Service Center.

Students who are interested in getting involved should visit the A-Station or go to Student Center 326.

Student Support Services

University Inn 103, (435) 797-3372
<http://www.usu.edu/sss>

Students meeting the low-income criteria established by the U.S. Commission of Higher Education and/or first-generation college students or disabled students may receive special assistance through the Student Support Services Office.

This office seeks to prepare and support students for the challenges of higher education by offering assistance in academic advising and guidance, tutoring on an individual basis, course selection, faculty/peer mentoring, reading and study skills enrichment, math instruction, financial aid planning, and early registration.

For more information, contact the Student Support Services Office.

Testing Services

(Career Services)
University Inn 115, ground level, (435) 797-1004
<http://www.usu.edu/career/testing.html>

Information and test times are available for academic admission tests, including the GED (a high school equivalency exam), the ACT for undergraduate admission, the GRE and MAT for graduate admission, the GMAT for business school, the LSAT for law school, the MCAT for medical school, and the TOEFL (Test of English as a Foreign Language, for international students entering at both graduate and undergraduate levels). Math placement tests are available for immediate placement into math classes. CLEP exams, which give students the chance to earn semester credits toward their University Studies requirements by exam, are offered. Test information and booklets are also available.

Undeclared Program

(University Advising and Transfer Services)
Student Center 304, (435) 797-3373
<http://www.usu.edu/ats/>

The chief function of the Undeclared program is the advisement of students who have not yet decided upon a major or area of specialization. Students in the Undeclared program typically work on their University Studies requirements while exploring major options. This allows them to make progress toward overall degree requirements and provides them with extra time to make wise, informed decisions. Undeclared students are advised in the Office of University Advising and Transfer Services (UATS) until they choose a major.

Students who are enrolled in another department, but feel they have chosen their major unwisely, may transfer to the Undeclared program upon receiving permission from an advisor in UATS.

Student Resources

No degree is offered through the Undeclared program. Most Undeclared students are freshmen or sophomores. Prior to the junior year, students should select a major and be taking major courses. Students should not remain in the Undeclared program beyond 60 credits or past the end of the sophomore year.

The Utah Statesman

Student Center 105, (435) 797-6397
<http://www.utahstatesman.com>

The *Utah Statesman*, USU's student newspaper, is published three times each week. A large number of students are involved in producing this award-winning publication, which began publication more than a century ago.

Val R. Christensen Service Center

Student Center 332B, (435) 797-SERV (7378)
<http://servicecenter.usu.edu/>
valservice@cc.usu.edu

The Val R. Christensen Service Center is a place where students can find opportunities to serve and can develop leadership skills. With more than 20 volunteer programs, students are bound to find service opportunities matching their desires and abilities. Mentoring, tutoring, environmental, and leadership programs are available. Time commitments range from one hour per month to three hours per week. The mission of the Service Center is to prepare students to make lifelong contributions through service; provide students with opportunities to serve; and promote positive attitudes, personal growth, and change through service to the community and the environment.

The Service-Learning Scholars Certificate Program provides an opportunity for students to combine service with their academic experiences. To learn more about how to receive academic credit through service experiences and how to receive this certificate upon graduation, students should visit the Service Center.

Veterans Services

(Office of the Registrar)
Student Center 246, (435) 797-1102

The Office of Veterans Services assists eligible veterans, qualified dependents of disabled veterans, and National Guard and Reservists in pursuing their educational, professional, or vocational objectives and receiving their appropriate educational benefits.

Women's Center for Lifelong Learning

Student Center 315, (435) 797-1728
<http://www.usu.edu/stuserv/womencen>

The Women's Center provides information, assistance, and referral concerning resources available on campus and in the community for personal, educational, and professional development of students (especially women and returning students), faculty, and staff. Programs and activities support greater understanding of gender-based issues, encourage an inclusive and equitable environment, and promote women's leadership experiences.

Writing Center

Ray B. West 104, (435) 797-2712
<http://writingcenter.usu.edu>

The Writing Center provides help at any stage of the writing process and is open to all students. English course fees fund the Writing Center, so students in other disciplines are required to pay a small users fee before making an appointment. Please visit or call the Writing Center for more information on user fees. All appointments must be made online by going to the website listed above. Consultants are available for one-on-one counseling in the center or for online sessions. The Writing Center opens the second week of each semester and closes the last day of classes. Hours are from 9:30 a.m. to 3:30 p.m. Monday through Friday, and from 7:00 to 9:00 p.m. Monday through Thursday.