

Chapter 3

Campus Administration, Resources, and Student Services

CAMPUS ADMINISTRATION

Office of the President

1101 Main Administration, (301) 405-5803
Clayton Daniel Mote, Jr., President
www.umd.edu/PRES

The president is the chief executive officer of the University of Maryland. Six vice presidents, who report to the president, manage different divisions of the campus administration. The Office of Human Relations Programs, the Department of Intercollegiate Athletics, and the Maryland Fire and Rescue Institute report to the Office of the President. The University Senate, a representative legislative body of the university, advises the president on academic and other matters.

Academic Affairs

1119 Main Administration (301) 405-5252
William W. Destler, Senior Vice President and Provost
www.umd.edu/Provost/

The Senior Vice President for Academic Affairs and Provost is the chief academic officer of the university with responsibility for guiding the academic development and direction of the institution in accordance with the university's mission; ensuring that our programs and faculty are of the highest caliber; supporting the diversity of our students, faculty, and staff as a special strength; and promoting academic excellence across the university. The deans of the 13 colleges and schools at the University report directly to him as do the deans for undergraduate, graduate, and continuing and extended education, the dean of the libraries and the associate vice president in charge of information technology. The senior vice president and provost oversees the development, review, and implementation of all academic policies and regulations; consults closely with the University Senate and other faculty advisory groups on academic programs and policies; and serves as liaison with other university divisions in strategic and long-range planning.

Administrative Affairs

1132 Main Administration, (301) 405-1105
John D. Porcari, Vice President
www.inform.umd.edu/campusinfo/Departments/AdminAffairs/

The Office of the Vice President for Administrative Affairs is responsible for the effective management of the physical, fiscal, and staff support resources of the institution. The office also provides campus safety and security, materials management, computing, and other necessary support services. Of particular interest to students are the community awareness and security programs offered by the Department of Public Safety and the information and assistance services provided by the Bursar for concerns of students regarding university billings.

Student Affairs

2108 Mitchell Building, (301) 314-8428
Linda Clement, Vice President
www.studentaffairs.umd.edu

The Office of the Vice President for Student Affairs provides administrative leadership for 13 departments which oversee student life and health developmental needs. This includes services and research that help students clarify and fulfill their needs and objectives, and that contribute to a constructive campus learning environment. The office serves as a general point of contact for students and their families regarding student life. The office maintains liaison with the university chaplains, the Student

Government Association (SGA), and the Graduate Student Association (GSA). The Office of the Vice President for Student Affairs also provides administrative support for the Senior Council and Parent and Family Affairs.

University Relations

2119 Main Administration, (301) 405-4680
Brodie Remington, Vice President
www.umd.edu/UA

The office of the Vice President for University Relations conducts a variety of programs to develop greater understanding and support for the University of Maryland among its many publics. Units of this office include University Development, Constituency Development, University Marketing and Communications, University of Maryland College Park Foundation Administration, University Publications, Special Events, and Alumni Programs. University Relations is responsible for all official campus-wide advancement programs such as fund-raising, alumni affairs, university images, production of official campus publications, films and video presentations, media relations, and management of major campus events.

Undergraduate Studies

2130 Mitchell Building, (301) 405-9363
Robert L. Hampton, Associate Provost and Dean
Javaune Adams-Gaston and Phyllis Peres, Associate Deans
Daniel A. Cronin and Lisa Kiely, Assistant Deans
www.umd.edu/ugst/

Undergraduate Studies is committed to educating students for enriched, useful lives in a complex world. We nurture and promote the ideal of a broad, human education that is essential for *preparing students to be just, caring, and active citizens*. The units that comprise the Division of Undergraduate Studies view the following activities as their mission:

- To advocate excellence in undergraduate education, with a particular focus on excellence in general education, cross-disciplinary study, and experimental learning;
- To collaborate with colleagues on and off campus to improve our ability to attract, prepare, retain, and graduate outstanding undergraduates;
- To support the growing national awareness that diversity of all kinds enriches the education of every student, to take action to ensure a diverse undergraduate community, and to create programs and experiences that foster the appreciation of diversity among students, faculty, and staff;
- To create, sustain, and support smaller campus communities that assist students in developing their full academic and personal potential;
- To lead the campus in finding ways to help students take full advantage of learning and scholarship opportunities available to them, particularly those special academic opportunities available only on a research campus near the national and state capitals;
- To encourage faculty to seek new and effective ways to deepen and enrich their students' learning;
- To support, recognize, and reward faculty and staff for their roles as teachers, advisors, mentors, and academic facilitators;
- To help students become engaged in their education through a variety of inquiry-based experiences, including original research, practice in the process of research, credit and non-credit internships, study abroad experiences, and other forms of experimental learning;
- To work to eliminate economic constraints as the determining factor in enrolling and retaining Maryland undergraduates; and
- To support students in their efforts to win prestigious national scholarships and to compete for nationally-competitive research opportunities.

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In fulfilling its mission, Undergraduate Studies provides a wide range of academic-support services for undergraduates, faculty, and staff. All of its units work toward enhancing the undergraduate experience at Maryland. Undergraduate Studies coordinates the interpretation and implementation of academic regulations and requirements with the Office of the Senior Vice President for Academic Affairs and Provost and cooperates with academic deans and department chairs to assure the overall organization, continuity, and effectiveness of the undergraduate curriculum.

Undergraduate Studies includes:

- Academic Achievement Programs
- Air Force Aerospace Studies Program (AFROTC)
- Army ROTC
- Asian American Studies Program
- Beyond the Classroom
- Center for Teaching Excellence
- College Park Scholars
- CORE (general education requirements)
- Division of Letters and Sciences
- Educational Talent Search
- Enrollment Management
- First Year Focus
- Health Professions Advising Office
- Individual Studies
- LGBT Program
- Maryland Center for Undergraduate Research
- National Scholarships Office
- National Student Exchange
- Orientation Office
- Pre-College Programs: Upward Bound and Math Science Regional Center
- Office of the Registrar
- Senior Summer Scholars
- Student Financial Aid
- Summer Freshman Seminars
- Terrapin Reading Society
- Undergraduate Admissions
- Undergraduate Research Assistant Program
- University Honors Program
- Winterterm

The Center for Teaching Excellence

0405 Marie Mount Hall, (301) 314-1288

www.cte.umd.edu

The Center for Teaching Excellence supports campus-wide efforts to enhance undergraduate education. The Center offers tangible assistance to individual faculty and teaching assistants (TAs), as well as to the departments and colleges in which they work. It provides workshops and conversations related to teaching and learning issues; assistance in organizing and implementing faculty teaching workshops; TA development activities and evaluation/support strategies related to improving teaching; consultation on particular areas of concern in teaching and learning; research into teaching practice; and implementation of innovative teaching-learning strategies.

The Center also facilitates the Undergraduate Teaching Assistants program; the annual Celebrating Teachers awards for outstanding teaching; the Lilly Center for Teaching Excellence Fellows program; and the Instructional Improvement Grants Program, which supports innovations in teaching.

For more information, call the Center at (301) 314-1288.

Maryland Center for Undergraduate Research

McKeldin Library, (301) 314-6786

www.ugresearch.umd.edu

The Maryland Center for Undergraduate Research (MCUR), an initiative from the Office of the Dean of Undergraduate Studies, was created as a resource for both faculty and students. The Center, which is located in McKeldin Library, serves as a clearinghouse for both on- and off-campus research opportunities for undergraduate students. Additionally, faculty members can share different models of incorporating undergraduate students into research programs, and ways that undergraduate research has been infused into the curriculum. For more information, please see www.ugresearch.umd.edu or call (301) 314-6786.

National Student Exchange (NSE)

2130 Mitchel Building, (301) 405-9363

www.nse.umd.edu

NSE provides students with the opportunity to study at one of more than 174 colleges and universities in the United States, including Alaska, Hawaii, Puerto Rico, and the U.S. Virgin Islands. All NSE schools are regionally accredited. To be eligible, University of Maryland, College Park students must have a 2.5 GPA. Students must earn their final 30 hours of credits at College Park. The application deadline usually falls in early March. For more information, call (301) 405-9363.

Office of Continuing and Extended Education

2103 Reckord Armory, (301) 405-6535

Judith K. Broida, Associate Provost and Dean

www.contedu.umd.edu

www.summer.umd.edu

www.e-learning.umd.edu

www.spoc.umd.edu

The Office of Continuing and Extended Education (OCEE) manages and administers Summer Sessions, professional education, e-learning and many outreach activities on behalf of the university. OCEE partners with university units to meet the learning and research needs of corporations, nonprofit organizations, educational institutions, government agencies and professional associations. Leveraging the vast resources of a preeminent institution, OCEE aids in the transfer of knowledge and the application of the university's research to external groups.

In fulfilling its mission, OCEE offers the following programs and services:

Summer Sessions — More than 1,700 undergraduate and graduate courses are offered in six summer sessions as well as many noncredit seminars, workshops and camps. Credit courses offered during the summer meet for the same number of hours and have the same requirements as those offered during the academic year. Summer session classes are smaller allowing for more student-faculty interaction. Emphasis is placed on providing classes that fulfill general education requirements. Students use summer classes to accelerate their progress toward graduation, meet eligibility requirements for certain majors, fulfill prerequisites, explore other majors or enhance their degree with career-oriented course work. Newly admitted students may find beginning their course work during the summer an especially attractive option for easing the transition from high school to college. A special young scholars program is offered for academically qualified high school juniors and seniors.

E-learning — OCEE provides the infrastructure and services to help campus departments bring a worldwide audience to selected quality professional and graduate programs. Online master's programs are available in life sciences and fire protection engineering (fall 2003).

SPOC (single point of contact) — SPOC serves as a convenient one-stop shop for students seeking information or wishing to enroll in summer credit programs, e-learning and other special programs. It provides online access to admissions, registration, course offerings, fees and textbooks. Plans are underway to expand SPOC's role in providing student-centered, user-friendly admission, registration and bill payment to other areas of the university.

Professional Education Programs — OCEE partners with businesses, professional associations, government agencies and educational institutions to develop and deliver creative and timely learning solutions for employees. Tapping into the vast talent pool on campus, OCEE serves as the university's portal to leading experts, including some of the world's best thinkers, researchers, strategists, entrepreneurs and educators to design the programs. Delivery options include campus-based programs, onsite at organizations and conference centers as well as electronic and Web-based learning.

Office of Information Technology

Phone: (301) 405-7700

Fax: (301) 405-0300

e-mail: oit@umail.umd.edu

www.oit.umd.edu

University of Maryland students are part of an academic community that enjoys access to networked computer and telecommunications resources that are among the best in the nation. The Office of Information Technology (OIT) provides technology infrastructures and focuses attention on services that support university education and research missions as well as underlying business processes.

Many faculty members have integrated technology into courses as part of the learning process, both in and outside of the classroom. Computer accounts enable students to store class work on a networked server, use on-line classroom support materials, send e-mail, and create web sites. Residence Halls provide a “port-per-pillow,” and workstation labs across the university feature PC, Mac, and UNIX environments for those needing a computer, laser printing, or course-related software. An Adaptive Technology Lab and equipment are available to users requiring them.

Testudo (www.testudo.umd.edu) is a web-based, one-stop-shop for on-line university resources that students need the most. It allows you access to your individual registration and course information. You can view the schedule of classes, find the sections with preferred instructors and openings, and register on-line, all from the comfort of your dorm room or home. You can check the status of your financial aid, see your grades, view your outstanding parking tickets, order transcripts, apply for a new residence hall room assignment, and much more. It is all password protected and secure to ensure your privacy.

Assistance in solving operating system or software problems is available in the workstation labs and from the OIT Help Desk (www.helpdesk.umd.edu, 301-405-1500). Additional computer help is offered through short-term, non-credit “peer training” classes. (www.oit.umd.edu/pt)

CAMPUS RESOURCES AND SERVICES

Academic Achievement Programs

3216 J.M. Patterson Building, (301) 405-4736
Dr. Jerry L. Lewis, Director

Academic Support for Returning Athletes (ASRAP): A state-funded project which provides continuing educational opportunities and support to former UM athletes who were in good academic standing; had attained junior or senior level status; had exhausted athletic eligibility, and left the University without obtaining an undergraduate degree. The program enables students to return to the classroom and complete degree requirements. Gerald Shockley, Program Coordinator
For more information, call (301) 405-7217

Educational Opportunity Center (EOC): A U.S. Department of Education grant supported program designed to assist adults 19 and over in three of our Prince George’s County’s inner-beltway communities to enroll in institutions of post-secondary education. UM-EOC provides and targets academic and financial application assistance, advice, counseling, and related services to low-income and first generation potential college-going program participants.
Mr. Andre Nottingham
For more information, call (301) 429-5933

Intensive Educational Development (IED): A state-funded program that provides an array of comprehensive academic support (skill-enhancement instruction in English, and math and college study skills) and tutorial services to first- and second-year students who participate in the Summer Transitional Program (STP). Continuing students are eligible for services as needed and also participate in career seminars.

Prospective students attempting to gain admission to the university by participating in this program are required to attend the six-week Summer Transitional Program, designed to develop, expand and improve English, math, and study skills; assist in the transition from high school to the university; and challenge and evaluate each student’s potential for success at this institution.
Tilahun Beyene, Associate Director
For information, call (301) 405-4749

Ronald E. McNair Post-Baccalaureate Achievement: A U.S. Department of Education grant-supported program that provides eligible, low-income and first generation college students with junior and senior status, academic research opportunities and faculty mentorships in preparation for graduate study, preferably at the doctoral level. The program offers assistance with the completion of graduate school and financial aid applications, and preparation for graduate admissions tests. In addition, McNair offers a six-week summer session that affords students the opportunity to refine skills in written communications, computer applications, statistics and research methodology.
Dr. Nthakoana Peko, Associate Director
For more information, call (301) 405-4749

Student Support Services (SSS): A U.S. Department of Education grant-supported program for low-income and first-generation college students, that works in conjunction with the IED Program. SSS provides academic and career advising (to first- and second-year students) assistance with financial aid applications to fully meet students’ tuition needs, individual and group counseling, and leadership development workshops.
Dr. Alice N. Murray, Associate Director
For more information, call (301) 405-4739

Admissions

Ground Floor, Mitchell Building, (301) 314-8385
www.uga.umd.edu/

The services offered by the Office of Undergraduate Admissions are designed to meet the individual needs of prospective students. The office provides general information about the University of Maryland through brochures, letters, information sessions, and campus tours. Admissions staff evaluate the applications of both freshman and transfer students in order to select qualified students. The Reenrollment Office, a part of Undergraduate Admissions, reviews all applications for readmission and reinstatement. For more information about undergraduate admissions, see chapter 1.

America Reads* America Counts

0144 Holzapfel Hall (301) 314-READ
www.umd.edu/CACS • arac@accmail.umd.edu

America Reads*America Counts, part of Commuter Affairs and Community Service, provides federal work-study students the opportunity to serve as reading and math mentors in nearby Prince George’s County elementary schools. Students tutor 6-10 hours per week and are matched with 3-5 children per semester. Mentors receive excellent training and salary. Opportunities exist for students to enhance their leadership skills and provide administrative support to the program as well. Contact America Reads*America Counts to learn whether you can be eligible for federal work-study or for more information about the program.

Academic Advising

Academic advising is an essential part of an undergraduate’s educational experience.

Advantages of Advising

Students can expect advising to help them:

- better understand their purposes for attending the university;
- develop insights about personal behaviors that promote improved adjustment to the campus setting;
- increase their awareness of academic programs and course offerings at the University of Maryland;
- more frequently explore opportunities both inside and outside the classroom for intellectual and cultural development;
- acquire decision-making skills that can accelerate academic and career planning;
- more realistically evaluate their academic progress and its relationships to successful planning; and
- understand the relationship between academic success and planning skills.

Required Advising

Students enrolled in certain majors are required to see advisers before each registration. Even when advising is not mandatory, the university expects students in the following categories to consult their advisers.

- **Students in their first year of registration at the University of Maryland**
- **Students with more than 56 credits who have not chosen a major**
- **Students receiving an academic warning (mandatory)**
- **Students dismissed from the university (mandatory)**
- **Students who withdraw from the university (mandatory)**
- **Students nearing graduation**
- **Students with 70-80 credits: senior audit**
- **Student athletes**

Finding An Adviser

Undergraduate students are encouraged to use the many advising opportunities available to them. At both college and department levels, at least one person has been designated to coordinate advising. A list of these persons, including name, room number, and telephone extension, is published each semester in the Schedule of Classes.

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Campus Programs

Stamp Student Union, (301) 314-7174

www.union.umd.edu/campusprograms/camppro.html

The mission of the Office of Campus Programs is to support and complement the university's academic mission and to enhance the educational experience of students through exposure to and participation in social, cultural, recreational, intellectual, and governance activities.

A primary focus of the mission is the concept of student involvement. The office is committed to providing opportunities for all students to be involved in experiences on campus and in the community which enhance their overall development.

Student Organizations. Campus Programs registers all student organizations at the university and makes available a directory of more than 300 groups. The office sponsors a number of programs to help individual students participate in these groups and their activities.

Organization Advising. Major student groups such as the Student Government Association, the Homecoming Committee, and SEE Productions receive direct advising from the staff of Campus Programs. Other student groups can also obtain help from the staff by request.

Leadership Development. Campus Programs offers a wide range of training experiences in interpersonal and organizational development skills ranging in format from half-day seminars and weekend workshops to full semester courses earning academic credit.

Fraternities and Sororities. Social fraternities and sororities are advised and supported by Campus Programs, individually and through the three "umbrella" organizations: the Interfraternity Council, the Pan-Hellenic Council, and the Panhellenic Association.

Career Center

3100 Hornbake Library, South Wing; (301) 314-7225; Fax (301) 314-9114

E-mail: career-center-help@umail.umd.edu

www.CareerCenter.umd.edu

The Career Center helps students at all points in their academic careers with career goals and decisions. Career Center staff help to guide students to the answers to such questions as "How are my interests, skills and values related to a major or a career field?"; "How do I gain experience related to my major?"; "What are some effective strategies for getting a job or selecting a graduate school?" Career Center programs and services are designed to be used effectively by students from freshman year until the end of their stay at the university. Students who begin to plan their education and career early in their college experience will be in the best position to direct themselves toward meaningful and rewarding careers upon graduation.

Students interested in pre-professional work experiences should consider an internship or co-op. Interested students should visit the Resource Room or web site to learn about these positions and find out how to pursue academic credit.

Note: Career Center hours vary during vacations and semester breaks. Call for information.

Resources

Resource Room. Those entering the Career Center will first encounter its Resource Room, a multi-media collection on career planning and job search strategies. Resources include comprehensive reference material on self-assessment, career exploration, graduate/professional schools, job search skills such as resume writing and interviewing, and directories of employers. Students can receive career information and guidance through a variety of resources: Focus, a computer-assisted career exploration program; job listings for part-time, internship, and full-time opportunities; and walk-in career assistance from Career Center staff.

Career Assistance. Career Center staff help students as they identify careers and majors suited to their interests, values, and skills, and develop skills for the job search or graduate training. University alumni interested in a career change may also use the Center's resources. Walk-in career assistance is available on a daily basis in the Resource Room; individual appointments with professional staff are also available.

Credentials Service. Every Maryland student may establish a professional file which serves as a permanent depository for letters of recommendation to support applications for employment and graduate/professional schools. (Note: Seniors in the College of Education are required to establish a credentials file.)

Website. Students can reach the Career Center on-line to explore majors, identify potential employers, get tips on writing a resume and conducting a job search, find out about employers participating in on-campus interviewing and career/job fairs, review job listings, research organizations, access other job search sites, learn about graduate programs, and much more.

Publications

The *Career Planning Manual* covers career planning, conducting a job search, and applying to graduate school. Contents include resume writing guides, successful interviewing techniques, and job search strategies. A preliminary list of employers participating in the On-Campus Interviewing program is featured.

Student employment programs

TERP (The Employment Registration Program) Online. For fast and comprehensive access to employment opportunities, the Career Center recommends that every student register for TERP Online. TERP Online provides access to Job Listings, On-Campus Interviewing, and Resume Referral as well as updated information on career and job fairs. The system is easy to use, and is accessible through any computer with Internet access.

Job Listings. Current job listings including part-time, internship, cooperative education, graduate assistantship, and full-time positions are accessible 24 hours a day via TERP Online and in the Resource Room during Career Center hours. Additional jobs are posted on the bulletin boards in the Center lobby.

On-Campus Interviewing. On-Campus Interviewing offers students the opportunity to interview on campus with a variety of employers for part-time, internship, cooperative education, or full-time positions. To participate in On-Campus Interviewing, students must register for TERP Online.

Resumé Referral. This resumé database allows students to present their qualifications to employers who are not interviewing on campus. By posting a resumé in TERP Online, the student joins a pool of candidates accessible to employers requesting applicants with specific skills or backgrounds to fill their current job openings. Employers review the resúmes and then contact qualified candidates to arrange office interviews or request additional information. To take advantage of Resumé Referral, students must register for TERP Online.

Academic Courses

EDCP 108D: College and Career Advancement. Career Planning and Decision-Making. Confused about choosing a major? This course helps students identify career interests, skills, and values and how they relate to academic fields. Recommended for freshmen and sophomores. 1 credit

EDCP 108J: College and Career Advancement. Job Search Strategies. This course is designed to help students learn special skills needed to be successful in today's job market. Topics include: networking, interviewing, resume writing, and planning for your career future. Junior or senior standing required. 1 credit

UNIV 099: Internship Seminar. A seminar offered through the Career Center, UNIV 099 affords both graduate and undergraduate students the opportunity to maintain full-time student status while completing a semester internship. The course is available during the fall, spring, and summer semesters. Although this course is a zero (0) credit course, it gives surety that students' internship experiences will be noted on their transcripts.

Special Events

Various special events bring students and employer/college representatives together. These include: Job, Career and Graduate School Fairs; and Career Series, semesters of panel discussions, brown bag lunches, resume clinics, and workshops. Refer to "What's Happening Now" on the Career Center's website for current details.

College Gateway Programs In Undergraduate Studies

Educational Talent Search

3103 Turner Building, (301)314-7763
www.etsp.umd.edu

Educational Talent Search supports student achievement by identifying, recruiting, guiding and assisting middle and secondary school populations from traditional disadvantaged, low-income and potential first generation college student backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its 800 participants and encourages them to graduate from high school and continue on to the postsecondary school of their choice. The goal of Educational Talent Search is to increase the number of youth from disadvantaged backgrounds who complete high school and enroll in the postsecondary education institution of their choice. Services by the program include: academic, financial, career and personal counseling including advice on entry or re-entry to secondary or postsecondary programs; tutorial services; information on postsecondary education; college campus visits; assistance in completing college admissions and financial aid applications; assistance in preparing for college entrance exams; mentoring programs; special activities for middle school populations; workshops for the families of participants. Students must meet income and educational attainment guidelines, reside in the target areas of Prince George's and Charles Counties and be enrolled at the target schools.

ProjectLINKS: Linking Information Networks and Knowledge to Students

3103 Turner Building, (301) 314-0345
www.educationlinks.umd.edu

ProjectLINKS is a Dissemination Partnership Program pilot initiative established to address the Digital Divide guidelines for TRIO grant writing. ProjectLINKS, which stands for Linking Information Networks and Knowledge to Students, is a unique tutoring program, in "Partnership" with the Prince George's County Public School System and the Intermediate Foundation School of Prince George's County that offers 240 academically at-risk middle school students from low income and first generation college student backgrounds and opportunity to learn through "Online Tutoring".

Modeled from the Promising Practices of the Talent Search Program Saturday Scholars Homework Program, ProjectLINKS emphasizes the use of technology as a tool for learning when transportation and lack of access to technology are barriers to tutoring during after school hours.

The ProjectLINKS' student uses technologies such as email, chat rooms, a listserv, and mailing lists as a means to communicate with University of Maryland college students through online tutoring for 2 hours per week between the hours of 5:30-8:30 p.m. During the Internet sessions middle school students also inquire about various educational resources available on the Internet. Each student receives a computer provided by a charter sponsor and an email account. Upon completion of the one year project the student is linked to the University of Maryland Talent Search Program Web site for postsecondary guidance and assistance with the college process through high school. The ProjectLINKS model is designed for adaptation by interested Talent Search Programs and institutions serving the at-risk middle school population and/or programs serving rural areas.

Community Service

1110 Stamp Student Union (301) 314-CARE
www.umd.edu/CACS • csp@accmail.umd.edu
 Office Hours: Monday – Friday, 8:30 am – 4:30 pm

Community Service, part of the Commuter Affairs and Community Service (CACS) office, promotes service-learning as an integral aspect of education and fosters university engagement within the larger community.

More specifically, Community Service:

- Provides and promotes quality curricular and co-curricular service-learning that fosters student learning and development toward outcomes including civic engagement, collaborative leadership and appreciation of diversity.
- Expands the network of skilled advocates and practitioners of quality service-learning.
- Fosters authentic partnerships that support and enhance the university's mission as an engaged citizen in the greater community.
- Engages in and are informed by national dialogues that impact the future of service-learning nationally and locally.
- Promotes the institutionalization and sustainability of service-learning as an integral aspect of education.

Since the 1992 inception of Community Service at Maryland, programs and initiatives have expanded to include resources for faculty, students, and the general community. In addition to a searchable database of 800+ agencies, a service-learning library, a weekly listserv, a handout series and informational presentations, Community Service offers:

Resources For Students

- Community Service Network of students involved in service
- Leaders in Service retreat
- Leadership and service courses
- Undergraduate Teaching Assistantship opportunities
- Leadership and service workshop series
- Individual consultation and support of student groups
- Recognition events & community service fairs
- Federal work-study positions through America Reads*America Counts
- Careers in Service workshop series with the Career Center
- Educational resources on social issues and service-learning

Resources For Faculty

- On-line faculty handbook for service-learning
- Individual and departmental consultation
- Workshops and training opportunities
- Undergraduate Teaching Assistants for service-learning
- Instructional improvement grant in association with the Center for Teaching Excellence
- Outreach and support for learning communities
- Ongoing survey of students in service-learning courses

Resources For the Community

- On-campus recruitment opportunities
- Agency orientations
- Individual consultation and introduction to campus resources

Commuter Affairs

1110 Stamp Student Union, (301) 314-5274
www.umd.edu/CACS • och@accmail.umd.edu

Commuter Affairs, part of the Commuter Affairs and Community Service (CACS) office, offers a comprehensive range of services, programs, and information to enhance students' college experience and success in both academic and out-of-class endeavors at the University of Maryland.

The **Off-Campus Housing Service** (301) 314-3645, och@accmail.umd.edu provides assistance to undergraduate and graduate students who are seeking housing near the University of Maryland. *HousingLink*, a searchable database, provides information about available vacant and shared housing options. A variety of printed resources, including area maps and apartment directories, are also available to assist in the housing search process and to provide information about local resources.

Transportation Information, including schedules for Shuttle-UM, Metrobus, Metrorail, and other public transit service, is provided in the office and on-line. Information Specialists assist in transportation route planning within the greater Washington Metropolitan Area.

Support to New Students is available to commuter and off-campus students through a variety of summer programs:

- **Students Helping, Orienting, and Welcoming (SHOW) Program** matches new students with current commuter students who help them learn the ropes and make them feel welcome at the university.
- **Commuter Survival Day:** A half-day program before classes begin that offers freshman and transfer students the opportunity to meet other new commuter students, interact with returning commuters, learn about campus resources and involvement opportunities, and experience campus life firsthand.

Information on **Campus Life Opportunities** to enrich the lives of commuter students is available through Commuter Affairs. The office offers opportunities for students to meet other commuters and get involved in campus life:

- **"Good Morning, Commuters!"** provides commuters with the opportunity to meet other students and learn about campus resources. On Wednesday mornings between 7:30 – 9:30 am during the fall and spring semesters, commuters can stop by the Union's North Atrium for free coffee, tea, doughnuts, and information about campus services and activities.

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- **Commuter Leadership Team**, a team of current commuter students are selected and trained each spring to work with incoming commuter students to help ease their transition to the University of Maryland. Interested students can pick up applications in Commuter Affairs.

Counseling Center

Shoemaker Building, (301) 314-7651; Fax: (301) 314-9206
www.umd.edu/cc

Seeking help is a sign of strength! Many students encounter a variety of personal, social, career, and academic issues that call for assistance beyond advice provided by friends and family. Fortunately, the Counseling Center provides free and confidential counseling services to all University of Maryland students. To schedule an appointment call (301) 314-7651 or stop by Shoemaker Building. Walk-in counseling is available to minority students every day from 3 p.m. to 4 p.m.

Counseling Center Services

Personal/Social Counseling. You don't have to deal with your problems alone. In a warm and supportive environment, you can meet with a professional counselor to discuss any concern you may have related to your personal and social well-being. Among the topics many students discuss in counseling are self-esteem, stress, relationship issues, sex, family problems, and loneliness. You may see a counselor for individual counseling or join one of the many counselor-led support groups. Call (301) 314-7651.

Career Counseling. A normal part of your development in college is identifying who you are in relation to a future career. You can get help with this process in individual career counseling at the Counseling Center. Your exploration may include taking career interest tests and interpreting the results with a professional counselor or taking advantage of a computerized career information system. Whether you are choosing a major, establishing career goals, or considering job opportunities, it is important to understand how your personality, values, and interests relate to your future professional life. Career counseling at the Counseling Center is a good place to begin. Call (301) 314-7651.

Academic Skills Counseling. Many students have academic skills that they would like to improve. If you're tired of struggling because of your own weak areas, schedule an appointment to see the Counseling Center's education specialists. They can help you enhance such skills as reading, writing, note-taking, learning science and math material, and learning statistics. Workshops cover a range of topics, including study skills, exam skills, time management, English conversation, end-of-semester survival skills, and completing your thesis or dissertation. Call (301) 314-7693.

Workshops and Group Counseling. You can gain strength to deal with your concerns by getting together with other people who share similar problems, interests, and goals. Each semester, the Counseling Center offers weekly support groups addressing a variety of topics, such as career exploration, dissertation support, procrastination prevention, and stress management. Recent group offerings have included, "Caught in the Net," a support group for reducing dependency on E-mail and the Internet; "Circle of Sisters," a support group for black women; "Women, Food, and Obsession with Thinness," which addresses problems of body image and eating; and "Living with Illness," a group that assists people living with chronic illness. Call (301) 314-7651.

Support for Students with Disabilities. The Counseling Center provides a range of services for students with disabilities, including help in locating interpreters for deaf or hard-of-hearing students; readers for visually-impaired students, blind students, and students with learning disabilities; and assistance with access to various buildings and facilities on campus. If you are a new or returning student, contact the Disability Support Services Office in the Counseling Center as soon as possible. Call (301) 314-7682, voice and TTY.

Returning Students Program. If you are over 25 and returning to school after a break in your formal education, you probably have different needs than the traditional college student. The Returning Students Program is designed to help you with the transition to academic life. Workshops, counseling, and publications are available at the Counseling Center to make your adjustment to the university successful. Call (301) 314-7693.

Testing Services. The Counseling Center administers tests for counseling purposes, such as career interest inventories, and also administers national standardized tests, such as the GRE, LSAT, MCAT, GMAT, and Miller Analogies. Call (301) 314-7688.

Research Services. Group and individual consultation are available if you need assistance with research design and statistics and writing project proposals, theses, and dissertations. Call (301) 314-7687.

Support for Parents of College Students. The Parent Warmline is a confidential telephone and email service for any parent concerned about his or her child's adjustment at college, including concerns impacting academic, social, and emotional realms, and overall mental health. Parent Warmline staff can be contacted at 301-314-7651 or warmline@wam.umd.edu.

Consultation and Evaluation for Parents and Children. This service is specifically designed for University connected individuals, including students, employees and alumni. Consultation, counseling, and testing are available to assist parents, children and adolescents (ages 4 to 18) with issues of learning, emotional, and behavioral adjustment. Call (301) 314-7673.

Counseling Center Hours

Counseling appointments (all students):

Monday-Thursday	8:30 a.m. to 9:00 p.m.
Friday	8:30 a.m. to 4:30 p.m.

Minority student walk-in counseling (no appointment needed):

Monday-Friday	3 p.m. to 4 p.m.
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Dining Services

1150 South Campus Dining Hall
Meal Plan Information, (301) 314-8069
Terrapin Express, (301) 314-8068
Student Employment, (301) 314-8602
www.dining.umd.edu
umfood@dining.umd.edu

The University of Maryland Department of Dining Services is the fifth largest self-operated dining services program in the country. The Dining Services team is delighted to have the opportunity to support your academic endeavors! Several meal plan alternatives are available to meet your dining needs. These meal plans provide the convenience and flexibility of dining where and when you choose. Dining locations are conveniently located across campus – close to your academic buildings and your residence halls – and are open late enough to accommodate even the busiest schedules.

Our dining options include traditional dining rooms, cafés, restaurants, and convenience shops. Our dining rooms, designed as food courts, offer numerous culinary stations including Sprouts (vegan), Jalapeno Grill (Mexican), Cluckers (roisserie chicken and comfort food), Global Gourmet, Don Lee's Asian Cuisine, and others.

All dining locations are open to the public and accept cash, credit cards, Terrapin Express, Resident Points and Terp Bucks.

For a complete list of our dining facilities or general information please visit our Web site or call our office.

The Meal Plan. Our **declining balance meal plan** allows students the flexibility to spend their points as they choose, rather than being allotted a certain number of meals per week. This plan, designed by University of Maryland students, provides variety in menu selection, flexibility, and convenience. The meal plan works like a debit card system and is accessed using a Student ID/Meal Plan card, which must be presented at the time of every purchase.

The Meal Plan Agreement is included in the Housing Agreement and is required if you live in residence halls on campus. Several meal plan alternatives are available; please inquire by calling Dining Services or logging onto our Web site.

Terrapin Express. Terrapin Express is a declining balance pre-paid debit account, not a meal plan, which provides a wonderful alternative to carrying cash. This option is available to all students, faculty, staff and university affiliates for making purchases at select locations on campus. Terrapin Express accounts can be activated at the contract office located on the mezzanine level of the South Campus Dining Hall. Terrapin Express may be used at all campus dining locations as well as the University Book Store, WAM Computer Labs, Hoff Theater, the Campus Recreation Center, Mailboxes, Etc. and the Health Center, to name a few.

We are confident that you will be impressed by the premier quality and exceptional selections available throughout the restaurant and dining facilities located across campus. We look forward to serving you and supporting you during your academic career.

Division of Letters and Sciences

Javaune Adams-Gaston, Ph.D., Associate Dean
Division of Letters and Sciences: 1117 Hombake Library, (301) 314-8418
Pre-Professional Advising: (301) 405-2793
Credit-By-Exam: (301) 314-8418
Individual Studies: (301) 314-9403 or (301) 314-9881
www.LTSC.umd.edu

Many university students decide to explore their academic interests before selecting a major. Working with a staff of trained academic advisers in the Division of Letters and Sciences, these students are able to explore majors, choose and schedule courses, plan their academic programs, and learn about campus-wide resources available for solving problems they encounter. The Advise-5 Program, a nationally recognized advising program, pairs students with faculty and staff with like interests from across the campus who assist them in exploring the CORE general-education program and in choosing courses and majors.

The Division of Letters and Sciences staff work closely with the Career Center, the Counseling Center, various tutoring services, and advisers from academic departments and programs across campus to provide a coordinated advising network that helps students design their personal academic plans in the following ways:

Choosing a Major: Providing information on and referral to the wide range of academic programs available to students and coordinating with services offered by the Career Center, the Counseling Center, and the academic colleges and departments. The Division of Letters and Sciences helps students select majors to match their interests and abilities and further their career goals.

Individual Studies Program: Helping students with a variety of interests design their own majors when their educational goals cannot reasonably be achieved within an existing department curriculum at the University of Maryland. This program serves as a creative alternative to traditional majors for highly-motivated, self-directed undergraduates.

Markets and Society: A special program for students interested in exploring the world of business careers. A select group of first year students are invited to participate in this program each year. The Markets and Society program allows students to learn more about the field of business, refine their career goals, and interact with other students interested in business.

Pre-Professional Advising: Offering pre-professional advising for students interested in law and the health professions. For further information on pre-professional advising, consult the entry on Pre-Professional Programs in chapter 7, or call (301) 405-2793 or (301) 314-8418.

Information and Referral: Maintaining information about academic programs and requirements and academic support services at the University of Maryland. Workshops designed to help students select majors and courses are offered regularly during the early registration period.

Troubleshooting: Helping individual students identify and solve specific advising problems and difficulties with administrative procedures, such as transfer-credit evaluation, schedule revisions, changing majors, errors in academic records, etc.

Policy Interpretation: Keeping students and advisers informed about new academic policies, helping to interpret existing policies and practices, and determining under what conditions exceptions might be granted.

Credit-by-Exam, (301) 314-8418: Administering the campus-wide program of credit-by-examination.

General Assistance: Giving general assistance to students who have not been assigned to a permanent advising home, such as students visiting this campus from other institutions.

Faculty Awards: Teaching and Research
www.umd.edu/Faculty/FacAwards/

In addition to the many awards given by individual academic units, the university bestows various awards on faculty who demonstrate an extraordinary commitment to research and undergraduate teaching. These awards include:

- Celebrating Teachers Awards
- Departmental Excellence in Teaching Awards
- Distinguished Scholar-Teacher
- Distinguished University Professor
- General Research Board Awards
- GRB-Distinguished Faculty Research Fellowship
- GRB-Semester Research Award
- Kirwan Faculty Research and Scholarship Prize
- Kirwan Undergraduate Education Award
- Lilly-CTE Teaching Fellowships

Honor Societies

www.union.umd.edu/studentorg/

Students who excel in scholarship and leadership may be invited to join the appropriate honor society. Honor societies at Maryland include:

- Alpha Chi Sigma (Chemistry)
- *Alpha Epsilon (Agricultural Engineering)
- *Alpha Epsilon Delta (Pre-Med)
- Alpha Epsilon Rho (Broadcast Journalism)
- *Alpha Kappa Delta (Sociology)
- *Alpha Lambda Delta (Freshman Scholarship)
- Alpha Phi Sigma (Criminal Justice)
- Alpha Zeta (Agriculture)
- Beta Alpha Psi (Accounting)
- Beta Gamma Sigma (Business Management)
- Black Honors Caucus
- Chi Epsilon (Civil Engineering)
- Delta Nu Alpha (Transportation)
- Delta Phi Alpha (German)
- Delta Sigma Pi (Business)
- Eta Beta Rho (Hebrew)
- *Eta Kappa Nu (Electrical Engineering)
- *Gamma Theta Upsilon (Geography)
- Golden Key Honor Society (Leadership/Scholarship)
- *Kappa Delta Pi (Education)
- *Kappa Tau Alpha (Journalism)
- *Lambda Pi Eta (Speech Communication)
- *Mortar Board National Honor Society (Scholarship)
- National Society of Collegiate Scholars
- *Omega Chi Epsilon (Chemistry Engineering)
- *Omega Rho (Business)
- *Omicron Delta Epsilon (Economics)
- *Omicron Delta Kappa (Scholarship/Leadership)
- Order of Omega (Fraternity/Sorority Leadership)
- Phi Alpha Epsilon (Health/Human Resources)
- *Phi Alpha Theta (History)
- Phi Beta Kappa (Scholarship)
- Phi Chi Theta (Business and Economics)
- *Phi Eta Sigma (Freshman Scholarship)
- *Phi Kappa Phi (Senior/Graduate Scholarship)
- *Phi Sigma (Biology)
- Phi Sigma Pi (Scholarship/Leadership)
- *Phi Sigma Iota (French/Italian)
- *Pi Sigma Alpha (Political Science)
- Phi Sigma Theta
- Pi Tau Sigma (Mechanical Engineering)
- *Psi Chi (Psychology)
- Sigma Alpha Omicron (Microbiology)
- Sigma Delta Chi (Journalism)
- *Sigma Delta Pi (Spanish)
- Sigma Gamma Epsilon (Geology)
- Sigma Gamma Tau (Aerospace Engineering)
- *Sigma Tau Delta (English)
- Society of Fire Prevention Engineering (Fire Prevention Engineering)
- *Tau Beta Pi (Engineering)
- Tau Beta Sigma

*Member of Association of College Honor Societies

Office of Human Relations Programs

1130 Shriver Laboratory, East Wing
 (301) 405-2838

www.umd.edu/OHRP

The Office of Human Relations Programs (OHRP) advises and assists the President in the promotion of the university mission as it relates to multiculturalism, broadly conceptualized (i.e., race (inclusive of color and creed); ethnicity; language; geographic origin; socioeconomic class (inclusive of educational level, employment status, and familial configuration); employment status; sex and gender; physical, developmental, or psychological ability; religious or spiritual affiliation; sexual orientation and gender identity; age and generation; physical appearance; environmental concern; and, on the basis of the exercise of rights secured by the First Amendment). More specifically, we facilitate partnership building between various constituencies of students, faculty, and staff on these issues as they impact schooling and are oriented toward the realization of an inclusive and therefore affirming environment for every citizen of the university community.

The Office of Human Relations Programs (OHRP) is responsible for initiating action in compliance with institutional, state, and federal directives to provide equal education and employment opportunities for university students, faculty, and staff members. We also monitor the outcomes of

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actions taken in this regard, reporting our findings to the President, the Campus Senate, and to the campus community at large. We provide students, faculty, and staff with general information on equity efforts and on the status of equity and compliance matters at the university. Students, faculty, or staff having a concern about possible inequities in educational or employment matters, or who wish to register a complaint, may contact either the Campus Compliance Officer at (301) 405-2839, or a member of the Campus' Equity Council (see Equity Council below).

The Office of Human Relations Programs (OHRP) sponsors initiatives that promote intergroup relationship building, sexual harassment and hate crimes prevention, multicultural organizational development, and processes complaints of discrimination following procedures set forth in the University's Human Relations Code (the complete text of this Code may be found in chapter 10 herein).

The efforts of the OHRP are directed toward the development of our students, faculty, and staff becoming principled leaders, predisposed to progressive action; becoming democratic citizens as outstanding in what they do as in who they are with respect to their commitment to furthering the tenets of equity and justice for all.

Equity Council

1119 Main Administration Building
(301) 405-5793

The Equity Council serves as an advisory group to the President and supports the longstanding and continuous goal of the University of Maryland to be a national leader in recruiting and retaining a diverse community of faculty, staff and students.

The Council provides leadership in the articulation and development of affirmative action policies and procedures for the campus community. A particular focus of the Equity Council is to review and recommend, as appropriate, search and selection policies and procedures for the university and its colleges and departments.

The Council consists of equity administrators from each Vice President and Dean's office and the Office of the President. The Special Assistant to the President for Equity Diversity serves as Chair of the Council.

Dr. Robert E. Waters, Jr., Chair, Office of the President (301) 405-5793
1119 Main Administration Building
rewaters@deans.umd.edu

Dr. Amel Anderson, College of Life Sciences, (301) 405-2080
1224 Symons Hall
aanders@deans.umd.edu

Ms. Gloria Aparicio, Office of Administrative Affairs, (301) 405-5643
1132 Main Administration
ga44@umail.umd.edu

Dr. Cordell W. Black, Office of Academic Affairs, (301) 405-7227
1127C Main Administration
cblack@deans.umd.edu

Ms. Lavern Chapman, Robert H. Smith School of Business
(301) 405-7103
2407 Van Munching Hall
lchapman@rhsmith.umd.edu

Ms. Roberta H. Coates, Staff Ombuds Officer, (301) 405-5795
2148 Tawes Fine Arts Building
rcoates@deans.umd.edu

Ms. Ingrid Eusebe-Farrell
College of Computer, Mathematical and Physical Sciences, (301) 405-2314
3421 A. V. Williams Building
ifarrell@deans.umd.edu

Dr. Colleen M. (Coke) Farmer, College of Health and Human Performance
(301) 405-2475
2314 Health and Human Performance Building
cf4@umail.umd.edu

Ms. Cynthia Hale, College of Behavioral and Social Sciences,
(301) 405-1684
2141 Tydings Hall
chale@bss2.umd.edu

Dr. Diana R. Jackson, Office of Continuing Education, Summer and Special Programs
(301) 405-6583
2103 Reckord Armory
djackson@deans.umd.edu

Ms. Wendy A. Jacobs, College of Arts and Humanities, (301) 405-2354
1103 Francis Scott Key Hall
wj1@umail.umd.edu

Mr. Warren Kelley, Office of Student Affairs, (301) 314-8431
2108 Mitchell Building
wkelly@accmail.umd.edu

Dr. Ron Lipsman, College of Computer, Mathematical and Physical Sciences, (301) 405-2319
3417 A.V. Williams Building
rlipsman@deans.umd.edu

Dr. Gary Pertmer, School of Engineering, (301) 405-5227
2309 Chemical & Nuclear Engineering
pertmer@eng.umd.edu

Mr. William L. Powers, School of Public Affairs, (301) 405-6336
2101 Van Munching Hall
wp13@puafmail.umd.edu

Mr. Norman Pruitt, College of Agriculture (Cooperative Extension Service)
(301) 405-1174
1105 Symons Hall
np10@umail.umd.edu

Ms. Olive Reid, College of Journalism, (301) 405-2390
2115 Journalism Building
oreid@deans.umd.edu

Dr. Stephen F. Sachs, School of Architecture, (301) 405-6314
1205 Architecture Building
ssachs@arch.umd.edu

Ms. Kathy Soucy, Office of University Advancement, (301) 405-7746
211B Bldg. 007
ksoucy@accmail.umd.edu

Dr. Gerry B. Strumpf, Undergraduate Studies, (301) 314-8217
0134 Holzapfel Hall
gstrumpf@accmail.umd.edu

Dr. Claude E. Walston, College of Information Studies
(301) 405-2049
4117 Hornbake Library
cw6@umail.umd.edu

Dr. Donna Wiseman, College of Education, (301) 405-0866
3119 Benjamin Building
dw216@umail.umd.edu

Intercollegiate Athletics

Cole Student Activities Building, (301) 314-7075
www.umterps.com

The Department of Intercollegiate Athletics is responsible for directing intercollegiate athletic programs for both women and men, and for managing the campus' athletic complex.

Women's intercollegiate athletic teams include cross country, field hockey, soccer and volleyball in the fall; basketball, swimming, indoor track and gymnastics during the winter; and lacrosse, softball and outdoor track in the spring. Tennis and golf competition is scheduled in both the fall and spring seasons.

There are men's teams in football, soccer and cross country in the fall; basketball, swimming, wrestling, and indoor track during the winter; and baseball, golf, tennis, lacrosse and outdoor track in the spring.

Men's and women's teams compete in the Atlantic Coast Conference (ACC) and in the National Collegiate Athletic Association (NCAA).

National Collegiate Athletic Association Requirements for Student Athletes' Continuing Eligibility (For student-athletes first enrolling at a collegiate institution prior to August 1, 2003) (Subject to change)

1. NCAA eligibility for regular season competition subsequent to the student's first year is based upon satisfactory completion prior to each fall term of twenty-four (24) semester hours of acceptable degree credits or an average of twelve (12) semester hours per term of attendance. Students must earn 75% of degree credits (minimum of 18 credits) during fall and spring semesters. No more than 25% (6 credits) may be earned during summer sessions.
2. The calculation of credit hours shall be based upon hours accepted for degree credit at the institution.
3. Student athletes must declare a major program of study no later than the beginning of their fifth term of attendance.
4. Credit hours earned toward athletic eligibility for students in declared majors must be acceptable in their specific majors.
5. The 24 credit hours of acceptable credit required each year may include credits earned for a repeated course when the previous grade was an F, but usually does not include the credits if the previous grade was D or better.

6. Student athletes who enter their third year of college enrollment must have successfully completed at least 25% of the course requirements in their specific degree program.
7. Student athletes who enter their fourth year of college enrollment must have successfully completed at least 50% of the course requirements in their specific degree program.
8. Student athletes who enter their fifth year of college enrollment must have successfully completed at least 75% of the course requirements in their specific degree program.
9. Student athletes entering their third year of college enrollment shall present a cumulative minimum GPA that equals 90% of the institution's overall cumulative minimum GPA required for graduation.
10. Student athletes entering their fourth or subsequent year of college enrollment shall present a cumulative minimum GPA that equals 95% of the institution's cumulative minimum GPA required for graduation.

National Collegiate Athletic Association Requirements for Student-Athletes' Continuing Eligibility (For student-athletes first entering a collegiate institution on or after August 1, 2003) (Subject to change)

1. NCAA eligibility for regular season competition subsequent to the student's first year is based upon satisfactory completion of prior to each fall term or since the beginning of the preceding two semesters of twenty-four (24) semester hours of acceptable degree credit, 18 of which must be earned during the academic year. In addition, each term a student-athlete must pass six credits to be eligible for the upcoming semester.
2. The calculation of credit hours shall be based upon hours accepted for degree credit at the institution.
3. Student athletes must declare a major program of study no later than the beginning of their fifth term of attendance.
4. Credit hours earned toward athletic eligibility for students in declared majors must be acceptable in their specific majors.
5. The 24 credit hours of acceptable credit required each year may include credits earned for a repeated course when the previous grade was an F, but usually does not include the credits if the previous grade was a D or better.
6. Student athletes who enter their third year of collegiate enrollment must have successfully completed at least 40% of the course requirements in their specific degree program.
7. Student athletes who enter their fourth year of collegiate enrollment must have successfully completed at least 60% of the course requirements in their specific degree program.
8. Student athletes who enter their fifth year of collegiate enrollment must have successfully completed at least 80% of the course requirements in their specific degree program.
9. Student athletes entering their second year of collegiate enrollment shall present a cumulative minimum GPA that equals 90% of the institution's overall cumulative minimum GPA required for graduation.
10. Student athletes entering their third year of collegiate enrollment shall present a cumulative minimum GPA that equals 95% of the institution's overall cumulative minimum GPA required for graduation.
11. Student athletes entering their fourth or subsequent year of college enrollment shall present a cumulative minimum GPA that equals 100% of the institution's overall cumulative minimum GPA required for graduation.

University of Maryland Athletic Eligibility Requirements

The University of Maryland requires student athletes to maintain a specified minimum grade point average to be eligible for competition. The following standards are effective beginning fall, 1999:

Freshman (end of 1st semester)	1.29 cumulative GPA
End of 1st year	1.78 cumulative GPA
End of 2nd year	1.86 cumulative GPA
End of 3rd year	2.00 cumulative GPA

Mid-Year Enrollees

Student athletes who first matriculate in the Spring semester are required to meet the following grade point average standards:

End of 1st semester	1.29 cumulative GPA
End of 2nd semester	1.78 cumulative GPA
End of 3rd semester	1.86 cumulative GPA
End of 4th semester	1.86 cumulative GPA
End of 5th semester	1.94 cumulative GPA
End of 6th semester	2.00 cumulative GPA
End of 7th semester	2.00 cumulative GPA
End of 8th semester	2.00 cumulative GPA

Student athletes who meet the required grade point average and all other conference, institutional, and NCAA eligibility requirements will be eligible to compete for the full academic year with the exceptions noted below:

1. Student athletes who fail to meet necessary grade point average requirements for the fall semester are ineligible for the entire academic year. However, ineligible student athletes may restore their eligibility at the end of any semester if they raise their grade point average to the minimum standard for the current year.
2. Ineligible student athletes are not permitted to compete or travel.
3. First-semester freshmen and transfer student athletes will be required to meet established grade point average requirements after their initial semester at the university. Transfer students are required to attain the appropriate grade point averages based upon year of enrollment.
4. Mid-year matriculants are required to meet the established GPA standard for each of their first three semesters. Thereafter, they will be reviewed at the beginning of each Fall term.
5. Student athletes in their final year of eligibility must maintain a 2.0 cumulative GPA in order to be eligible for competition during Spring term.
6. Eligible student athletes who go on academic warning after Fall term are required to attend supervised study sessions and receive academic support services as assigned by the Academic Support Unit staff.
7. Dismissed and later reinstated student athletes are ineligible for competition until they meet designated grade point averages.

The Office of Intercollegiate Athletics also sponsors a number of awards for achievement in athletics and/or scholarship. Consult the Student Athlete Handbook for details.

For further information, contact the Academic Support and Career Development unit, (301) 314-7043. Fax: (301) 314-9997.

International Education Services

3116 Mitchell Building, (301) 314-7740
 E-mail: ies@deans.umd.edu
www.umd.edu/INTL/

International students and faculty receive a wide variety of services designed to help them benefit from their experience in the United States. International Education Services (IES) works closely with the Office of Undergraduate Admissions, evaluating academic records from overseas and processing applications for English proficiency, visa, and financial requirements. IES sponsors orientation programs, income tax, immigration and employment seminars, and coordinates activities for the International House. IES advisers counsel international students concerning immigration and personal issues.

F-1 and J-1 status students. Students with F-1 or J-1 status are responsible for following the regulations of the U.S. Immigration and Naturalization Service pertaining to their visa status. The regulations affect extension of stay, transfers, off-campus employment authorization, practical training, and course loads. The Office of International Education Services is the only office on campus authorized to sign documents which must be forwarded to the Immigration and Naturalization Service.

Maintaining Status

- **Full-time registration:** In order to maintain full-time student status for immigration purposes, F-1 and J-1 undergraduate students are expected to register for and complete a minimum credit load of 12 hours per semester. Pre-approval from IES is required if you are going to complete the semester with fewer than 12 credits.
- **Documents:** International students must have a valid passport at all times unless exempt from passport requirements. If your I-20 or DS-2109 will soon expire you should apply for an extension at least 30 days prior to the program completion date on the document. To travel outside the U.S. and re-enter as an F-1 or J-1, an adviser in IES must sign your I-20 or DS-2109 before you leave.
- **Health Insurance:** F-1 and J-1 students are required to carry adequate health insurance while attending the university. There are federal health insurance requirements for J-1 students and their dependents. Students must either purchase the health insurance plan available in the Office of International Education Services or show proof of coverage that meets USIA guidelines. Visit the Health Center for assistance with insurance.

English Language Instruction for Non-native Speakers. The University of Maryland, through the Maryland English Institute, offers two programs for English language instruction for those who are not native speakers of English. For those students who are admissible but require part-time

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English instruction, the Maryland English Institute offers semi-intensive (part-time) instruction. Semi-intensive study would also require the student to enroll in a half-time academic program. For more information about the institute, see the College of Arts and Humanities entry in chapter 6.

Study Abroad Office. American students and faculty receive advice and information about study, travel, and work in other countries. Students may obtain assistance with transfer credits, reenrollment, pre-registration, and housing for the semester they return to campus. The University of Maryland offers study abroad programs throughout the world. For more information about Study Abroad, see Campus-Wide Programs in chapter 7.

Judicial Programs and Student Ethical Development

2118 Mitchell Building, (301) 314-8204

(To report instances of academic dishonesty, (301) 314-8204)

www.umd.edu/JPO

General Statement of Student Responsibility. Students are expected to conduct themselves at all times in a manner consistent with the university responsibility of ensuring to all members of the community the opportunity to pursue their educational objectives, and of protecting the safety, welfare, rights, and property of all members of the community and of the university itself. Students should consult the Code of Student Conduct, Appendix C, the Code of Academic Integrity in Chapter 10 for further information.

Students are invited to assume positions of responsibility in the university discipline system so they might contribute their insights to the resolutions of disciplinary cases. Final authority in disciplinary matters, however, is vested in the campus administration and in the Board of Regents.

Disciplinary Procedures. Students accused of violating university regulations are accorded fundamental due process in disciplinary proceedings. Formal rules of evidence, however, shall not be applicable, nor shall deviations from prescribed procedures necessarily invalidate a decision or proceeding unless significant prejudice to one of the parties may result. University hearing and conference procedures are outlined in the documents titled "Preparing for a Hearing," "Preparing for Honor Review," and "Preparing for a Conference," available from the Office of Judicial Programs and Student Ethical Development.

Honor Pledge: The University of Maryland has a nationally recognized honor code, administered by a Student Honor Council. In 2002, the University adopted an honor pledge students are asked to write and sign on major assignments, as designated by the instructor. The pledge states: "I pledge on my honor that I have not given or received any unauthorized assistance on this assignment/examination."

The University's honor pledge language was sponsored by the Student Honor Council, endorsed by majority vote of the Student Government Association, and adopted by the University Senate.

The Honor Pledge is a community building tradition, designed to encourage teachers and students to reflect upon the University's core institutional value of academic integrity. Professors who invite students to sign the Honor Pledge signify that there is an ethical component to teaching and learning. Students who write by hand and sign the Pledge affirm a sense of pride in the integrity of their work.

Details about the University of Maryland honor pledge are available at: www.inform.umd.edu/honorpledge/

Maryland Alumni Association

Rosborough Inn (301) 405-4678

www.alumni.umd.edu

The University of Maryland Alumni Association is a non-profit, membership organization for alumni of the University of Maryland, College Park. By taking traditional and innovative approaches to alumni programming, the alumni association fills many purposes, including the needs of students.

In conjunction with Senior Council and the Office of Student Affairs, the association supports professional development programs to prepare students for life in the "real world." Prospective and current students may apply for scholarships through the Maryland Alumni Association Scholarship Program. New graduates receive a complimentary membership in the alumni association that includes its full range of benefits. The alumni association also offers graduates early access to the Terp Alumni Network, a free online alumni community featuring permanent Terp email and a searchable alumni directory. Upon graduation, the alumni association invites new graduates to join its Young Alumni Club, which provides activities for alumni who have graduated in the last 10 years.

In addition to student programming, the alumni association honors alumni who have distinguished themselves professionally and personally through the University of Maryland Alumni Association Hall of Fame and Annual Awards Gala. It provides special programs and services, such as consumer discounts, that benefit all alumni. It promotes continuing education through its cultural seminars and international travel program. Most of all the alumni association seeks to build the Terrapin Spirit by supporting more than 30 alumni clubs and academic chapters throughout the country and the world.

The alumni association has 20 staff members, is governed by a board of alumni volunteers, and is supported by countless other alumni volunteers around the country. For more information, contact the Maryland Alumni Association at 301.405.4678 or 800.336.8627.

The Office of Multi-Ethnic Student Education (OMSE)

1101 Hornbake Library, (301) 405-5620

www.umd.edu/OMSE

Academic Support and Leadership Focus. The Office of Multi-Ethnic Student Education (OMSE) provides academic support programs and services to enhance the recruitment, retention and graduation of undergraduate multi-ethnic students at the University of Maryland (UM), College Park. OMSE's academic support activities include a tutorial service, mentoring programs, an annual Career and Job Fair, academic classes that develop college success skills and peer helping strategies, EDCP-108N and EDCP-312; and Academic and Leadership Excellence programs. As an academic unit, OMSE strives to identify and meet changing needs that affect the success of our undergraduate multi-ethnic students. OMSE collaborates with other campus offices and college programs to achieve this goal, as well as to promote a positive community of learners who are sensitive to issues of diversity, and to enhance the academic experience of our diverse undergraduate student population at UM.

Study Lounge and Computer Workstation. The OMSE office suite contains a study lounge that serves as a tutorial center and an open workstation laboratory. The study lounge provides multi-ethnic students with an opportunity to study, get assistance from a tutor, and work on state-of-the-art computers in a relaxed atmosphere.

Liaison to Student Organizations. OMSE staff actively support a number of multi-ethnic pre-professional undergraduate student societies in law, business, science, health, and education disciplines. OMSE also supports and works closely with the campus Asian-American Student Union, Black Student Union, Latino Student Union, and Native American Student Union.

Nyumburu Cultural Center

www.umd.edu/nyumburu

(301) 314-7758

(301) 314-9505 Fax

Campus Drive

The Nyumburu Cultural Center has served as a major resource of cultural, historical, and social programming at the University of Maryland, College Park for over thirty years. The Center works closely with student, faculty, and community organizations. The Nyumburu Cultural Center offers a variety of socio-cultural, musical, educational and artistic programs to the campus community. The nature of the diverse programming and activities is based on the African American, African and Caribbean Diaspora experience. Nyumburu is home of the Maryland Gospel Choir, Shades of Harlem (performing arts ensemble), *The Black Explosion* Newspaper, Male Spokesmodel Competition, Miss Black Unity Scholarship Pageant, Juke Joint, Gospel Happy Hour, Leadership Series Campus Conversations, 1st 2 years/2 years to Go speaker series, Kwanzaa Celebration, Annual Cultural Dinner, and Annual Student Awards Banquet.

Nyumburu's staff are advisors to many campus student organizations: Black Student Union, African Student Association, The Maryland Gospel Choir, *The Black Explosion* Newspaper, Sigma Gamma Rho Sorority Inc. Delta Sigma Theta Sorority Inc., Alpha Nu Omega Sorority Inc., and Sisters in the Struggle.

Nyumburu presents blues, jazz and gospel music concerts as well as academic courses in ENGL 294-0301 (creative writing), Blues (AASP 298V) and Jazz (AASP 298U) for three credits each. Maryland Gospel Choir students earn 1-credit.

The Multi-purpose Room, Conference Rooms, Computer Labs, and Amphitheatre of the Nyumburu Cultural Center are open to the students, faculty and staff of the University of Maryland. Come in and interact with us, meet other students and make your ideas and wishes known. Our staff's goal is to make Nyumburu a cultural center that is "Your Home Away From Home."

Orientation

1102 Cole Field House, (301) 314-8217
www.orientation.umd.edu

The primary goal of orientation is to ease the transition of new students into the university community. Orientation begins when students are admitted to the university, and ends at the culmination of the first semester. At the time of admission to the university, new students will receive material announcing the orientation and registration program. The purpose of the program is to:

- introduce new students to the academic community,
- coordinate academic advising for the first semester,
- introduce campus services and resources,
- register students for their first-semester courses.

The freshman program runs for two days and provides new students with the opportunity to interact formally and informally with faculty, administrators, returning students, and other new students. The transfer program lasts for one day and focuses on transfer evaluation, advising, and registration.

Parents of new students are invited to attend a one-day program specifically designed to introduce them to the academic, social, and cultural opportunities of the university. These programs are offered during June, July, August, and January.

New Student Seminar Programs. The Orientation Office coordinates two new student seminar courses, UNIV 100 and UNIV 101. UNIV 100 is a one-credit course. The goal of this course is to introduce students to the world of higher education, and to the University of Maryland specifically. UNIV 101 is a two-credit course that combines the elements of both UNIV 100 with an introduction to campus computing technology. Both courses are taught by experienced faculty and administrators and are limited to 22 students per section.

T.E.N.T.S. Terrapin Expeditions for New and Transfer Students (T.E.N.T.S.) is the newest and most unique outdoor orientation program. Students new to the university have the opportunity to attend one of many TENTS trips scheduled during the summer, and for those coming in the spring, there is also a January T.E.N.T.S. trip. Unveiled during the summer of 2000, the T.E.N.T.S. program is a joint venture between the Orientation Office and the Campus Recreation Center. What makes this adventure based orientation special is that it introduces new students to fellow peers and faculty, while having fun in a relaxed outdoor setting.

Pre-College Programs

Math and Science Regional Center, (301) 405-1773
 Upward Bound Program, (301) 405-6776
 1107 West Education Annex
www.inform.umd.edu/EdRes/UgradInfo/UgradStudies/Pre-CollegePrograms

The University of Maryland Upward Bound Program and the Math and Science Regional Center are designed to generate in students the skills and motivation necessary for success in post- secondary education.

Upward Bound supplements its participants' secondary-school experiences by providing each student with opportunities to improve or develop the skills he or she needs in order to acquire a positive self-image, broaden educational and cultural perspectives, and realize undiscovered potential. Throughout the school year and during the summer residential program, participants may take advantage of Upward Bound's academic instruction, tutoring, counseling, and innovative educational experiences designed to help them develop the basic academic skills and motivation they need to achieve success in secondary school.

High school students in Prince George's and Montgomery counties receive recommendations to the Upward Bound program from their high school principals, teachers, and counselors or from the Educational Talent Search Program, social service agencies, or individuals familiar with Upward Bound.

The Math and Science Regional Center is a pre-college program for high school students interested in pursuing math or science courses and careers. The program consists of an intensive six-week summer residential session and follow-up activities during the academic year. Students are recruited from Delaware, Maryland, Pennsylvania, Virginia, West Virginia, and the District of Columbia.

Registrar (Records and Registration)

Office of the Registrar
 Mitchell Building, first floor, (301) 314-8240
www.testudo.umd.edu

The Office of the Registrar provides services to students and academic departments related to the processes of registration, scheduling, withdrawal, and graduation. The office also maintains students' academic records and issues transcripts. Staff members are available to students for consultation. For detailed information about registration procedures, student records, and academic regulations, see chapter 4.

Recreation Services

Campus Recreation Services
 1115 Campus Recreation Center, (301) 405-PLAY (Information);
 (301) 314-5454 (Rec-Check)
www.crs.umd.edu

Campus Recreation Services (CRS) offers a wide variety of recreation programs including aquatics, fitness programs, informal recreation, intramural sports, non-credit instruction, outdoor recreation, and sport clubs.

CRS has some of the most advanced recreation, sports, and fitness facilities in the nation. The CRS facilities include the Campus Recreation Center (CRC), Ritchie Coliseum, Reckord Armory, and the weight and fitness areas in the Health and Human Performance (HHP) building.

The Campus Recreation Center has two indoor and two outdoor pools for lap swimming and diving. The CRS aquatic program also offers swimming lessons, scuba diving, and lifeguard training.

CRS offers a wide variety of fitness programs throughout the week at CRC and Ritchie Coliseum. These include low-impact, step, and water aerobics, cardio-boxing, and sport conditioning. CRS Informal Recreation programs allow students to enjoy their favorite activity at their leisure, whether it is using cardiovascular equipment, lifting weights, jogging, or playing racquetball, volleyball, basketball or wallyball. CRS has weight rooms and fitness centers located in the CRC, Ritchie Coliseum, and HHP. The fitness centers feature stairclimbers, bikes, rowers, total body conditioners, and treadmills. Weight rooms have a variety of free-weights and weight machines. The CRC also has racquetball/handball/wallyball and squash courts.

Students looking to play team or individual sports or take part in special sporting events will want to participate in the CRS Intramural Sports program. Students can participate year-round in team sports such as basketball, football, softball, and soccer. Individual and dual sports include golf, racquetball, and many more. Intramural sports are structured activities that are open to all men and women from the campus community. Participants can select their own level of competition and play in either men's, women's, grad/fac/staff or coed leagues.

The Outdoor Recreation Center (ORC) is located in the northwest corner of the Campus Recreation Center. The ORC offers outdoor adventures and clinics throughout the year. Take a backpacking trip, learn how to rock climb, or try white-water kayaking. The Terrapin Climbing Center and Ropes Course are two features of the ORC where students may challenge themselves both physically and mentally, increasing interpersonal skills and self-confidence. The ORC also has a resource library for planning your own trips, a bike repair shop, and equipment rentals.

University of Maryland Sport Clubs are student organizations that have been formed by students with a desire to participate in their favorite sport or learn a new sport. CRS has more than 30 clubs to choose from. Some current CRS Sport Clubs include: Aikido, Equestrian, Fencing, Field Hockey, Football, Lacrosse, Racquetball, Rugby, Sailing, Soccer, and Tae Kwon Do.

Religious Programs

1101 Memorial Chapel
 Chapel Reservations, (301) 314-9866

The following chaplains and their services are available:

- | | |
|--|--|
| Baptist
Mr. Jeffrey Buffkin | 2120 Memorial Chapel (301), 405-8443
jbuffkin@accmail.umd.edu |
| Black Ministries
Rev. Dr. Ruby Reese-Moone | 1112 Memorial Chapel (301), 405-8445
rmoonejr@aol.com |
| Christian Science
Mr. Bob Snyder, Advisor | 2118 Memorial Chapel - College Park
Reading Room, (301) 927-5613
rsnyder@wam.umd.edu |

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Church of Jesus Christ of Latter Day Saints
Mr. David Premont
7601 Mowatt Lane, College Park
(301) 422-7570
clgprkmd.cr@ldsces.org

Eastern Orthodox
Rev. Kosmas Karavellas
Sts. Constantine and Helen Greek Orthodox Church, Riva Rd
Annapolis, MD 21401
(301) 261-8218
office@schgochurch.org

Episcopal/Anglican
Rev. Velma Brock
2116 Memorial Chapel
(301) 405-8453
astacom@wam.umd.edu

Hindu
Rev. Kiran Sankhla
2112 Memorial Chapel
(301) 570-6426
KiranSankhla@att.net

Jewish - Hillel
Mr. Scott Brown, Exec. Director
Rabbi Meni Even-Israel
Hillel Jewish Student Center
7612 Mowatt Lane, College Park
(301) 422-6200
info@hillelmd.org

Jewish - Chabad
Rabbi Eli Backman
Chabad Jewish Student Center
7403 Hopkins Ave., College Park
(301) 277-2994
chabad@wam.umd.edu

Lutheran
Rev. Elizabeth Platz
2103 Memorial Chapel
(301) 405-8448
lutheran@wam.umd.edu

Muslim
Rev. Ali Darwish
2118 Memorial Chapel
(301) 314-5259
darwish@writeme.com

Roman Catholic
Rev. William Byrne
Catholic Student Center
4141 Guilford Rd., College Park
(301) 864-6223
frbill@catholicterps.org

United Campus Ministry
Rev. Holly Ulmer
2101 Memorial Chapel
(301) 405-8450
ulmer@wam.umd.edu

United Methodist
Rev. Kim Capps
2102 Memorial Chapel
(301) 405-8451
kim@chapel-52.umd.edu

Resident Life
Annapolis Hall, main level, (301) 314-2100
E-mail: reslife@accmail.umd.edu
www.resnet.umd.edu

The Department of Resident Life is responsible for management of the residence halls as well as the cultural, educational, recreational and social programs and activities therein.

While living in a Maryland residence hall is not required, nine of every ten students in Maryland's freshman class make the choice to live on campus. More than 70 professional and graduate staff and over 300 undergraduate student employees meet the needs of resident students.

There are rooms for approximately 8,200 undergraduate students in 36 residence halls. Three different styles of living are available to campus residents: traditional, suites and apartments. Within traditional housing, where most first- and second-year residents live, single, double, triple and quadruple room occupancy exists. Our nationally acclaimed living-learning programs include: Beyond the Classroom, CIVICUS, College Park Scholars, Hinman CEOs, Gemstone, Global Communities, Jimenez-Porter Writers' House, Language House, Honors Humanities and University Honors. All of these programs add to the diversity of on-campus housing options. All rooms have a cable, data and telephone jack for each student.

First time freshmen are guaranteed on-campus housing provided they return their *Maryland Planner* including the Enrollment Confirmation and Housing and Dining Services Agreement along with the \$200 enrollment deposit, by May 1. Transfer students who want to live on campus should complete the *Maryland Planner* as well and will be allotted housing on a space available basis.

Stamp Student Union and Campus Programs
Stamp Student Union, (301) 314-7174
www.union.umd.edu/

The Adele H. Stamp Student Union is the university's "community center." More than 17,000 students, faculty, staff members, and campus guests visit the Union daily to take advantage of its services, programs, and facilities. The Union offers lounge space, a variety of information services, recreation and leisure activities, student-sponsored programs, visual arts, retail outlets, and more than 40,000 square feet of reservable space.

Information Services

- Information Center located in the main lobby, (301) 314-DESK
- Bulletin boards located throughout the building
- Display showcases located on the main level

Recreation and Leisure

- Hoff Movie Theatre, (301) 314-HOFF
- Recreation Center, including full-service bowling lanes, "Lunar Bowling," billiard tables, and video games, (301) 314-BOWL

Student-Sponsored Programs

- Student Entertainment Events (SEE), a student-directed program board whose committees plan games, tournaments, concerts, lectures, outdoor recreation trips, (301) 314-8359
- Student Tutorial Academic Referral Center (STAR Center), offering tutor listings and test files, (301) 314-8359
- Student Organization has offices for student groups, including the Graduate Student Government and Student Government Associations.

Visual Arts, (301) 314-ARTS

- Art and Learning Center, a visual arts work and teaching center, offering mini-courses and arts services
- Parents' Association Art Gallery, located off the main lobby

Food and Retail Outlets

- Chevy Chase Bank, (301) 864-8722
- University Book Center (basement level), (301) 314-BOOK
- Food Services: Maryland Food Co-op, Boar's Head Deli, Pizza Shop, Taco Bell, McDonald's (301-314-1489), Adele's Restaurant (301-314-8022), Coffee Bar
- Mailboxes Etc., a full-service postal and packaging facility, (301) 314-9982
- Ticket Office, offering campus performance tickets, and a full Ticket Master Outlet, (301) 314-TKTS
- Union Shop, featuring snacks, sodas, newspapers, and magazines
- Media Express, offering copy and film processing services

Reservable Space

The Union offers meeting rooms that accommodate groups from 8 to 1,000 people. For reservations, or catering information, contact the Union Reservation Office, (301) 314-8488.

Stamp Student Union Hours

The Union is open Monday through Thursday, 7 a.m. to midnight; Friday, 7 a.m. to 1 a.m.; Saturday, 8 a.m. to 1 a.m., and Sunday, 11 a.m. to midnight.

Student Financial Services Center

1135 Lee Building, (301) 314-9000
www.umd.edu/fin

The Office of Student Financial Aid administers a variety of financial assistance and student employment opportunities, primarily based on the financial need of the applicant determined by the free application for Federal Student Aid (FAFSA). Members of the office staff are available for individual counseling on matters pertaining to financial planning for college expenses. For additional information, see chapter 2, Fees, Expenses, and Financial Aid.

Department of Transportation Services

Regents Drive Garage, (301) 314-PARK
www.umd.edu/dcp

The Department of Transportation Services (DOTS) is responsible for managing and maintaining more than 16,000 parking spaces on the University of Maryland campus. All students who plan to park a licensed motor vehicle in one of these spaces must either register for a parking permit at the DOTS office, park at paid meters or in a cashier-attended lot. **Please note:** Due to construction projects on campus the number of parking spaces could be dramatically reduced. Freshman and sophomore campus resident

students should not plan to bring a vehicle to campus. A limited number of parking spaces will be available for sophomore resident students who provide a demonstrated and documented need to park a vehicle on campus.

Because the University of Maryland has limited parking spaces, parking regulations are strictly enforced. Illegally parked vehicles, as well as those vehicles not displaying a campus parking permit in areas requiring permits, will be ticketed, and students with outstanding parking fines may be barred from registration.

Complete procedures and parking regulations, parking registration rates, motor vehicle assistance program information, schedule of fines, and other information are available at www.transportation.umd.edu.

Shuttle-UM, Department of Transportation Services

Shuttle-UM is a student-operated transit system supported by student fees. Our mission is to provide safe and dependable transportation to University students, faculty, and staff, and to facilitate learning and involvement for student success. Shuttle-UM provides commuter, evening security, paratransit, and charter services.

Shuttle-UM **commuter service routes** provide service to the surrounding community, the College Park Metro Station, and the campus community, while classes are in session. All commuter passengers must present a valid student or faculty/staff ID to the driver when boarding.

Shuttle-UM also offers **evening security service routes** that serve the campus community and the immediate vicinity, including the College Park Metro Station, also while classes are in session. ID is not required to ride our evening service.

For employment opportunities or general information, contact the Public Relations Manager at (301) 314-2019 or via email at PRShuttle@accmail.umd.edu. You can find our schedules and more specific information about all our services on our website: www.transportation.umd.edu or www.umd.edu/shuttle.

Tutoring

Students needing tutoring should first contact their professors or the graduate teaching assistants assigned to courses. They should inquire also at the department office to find out if the department sponsors any tutoring services. Many campus clubs, organizations, and honors societies also offer tutoring. Check out the Learning Assistance Center, University Honors Program, Office of Multi-Ethnic Student Education, and the STAR Center in the Stamp Student Union.

Tutoring for some 100- and 200-level courses are available through Academic Achievement Programs' Intensive Education Development Program (IED), which is located at 3225 J.M. Patterson Building. Students are also encouraged to sign-up as tutors for IED. Call (301) 405-4749 for further information.

University Book Center

Stamp Student Union, lower level, (301) 314-B00K
www.ubc.umd.edu

The Book Center provides a convenient (on-campus) selection of textbooks and general-interest books, including literature, technical books, and best sellers. It also offers a large selection of school and office supplies, computers and software to meet every educational need. The Book Center also carries a wide selection of imprinted clothes and related items.

The Book Center is open Monday, Tuesday, Thursday, Friday - 8:30 a.m. to 6:00 p.m., Wednesday, 8:30 a.m. to 7:00 p.m., Saturday, 10 a.m. to 5 p.m., and Sunday, 11 a.m. to 5 p.m. Additional hours for special events.

University Health Center (UHC)

www.umd.edu/health

The University Health Center, located on Campus Drive, across from the Stamp Student Union, is a nationally accredited health care facility. The UHC is open Monday through Friday, 8 am to 7 pm, Saturday 11 am – 3 pm, and closed Sunday. Hours may vary during semester breaks and holidays. Patients are seen by appointment. Some same day appointments are available. Urgent Care services are available without an appointment. Some departments schedule their own appointments. Telephone numbers are available below. The Center for Health and Wellbeing (CHWB), a satellite of the UHC, is located in O102 Campus Recreation Center. The CHWB is open 12:00 to 6:30 pm, Monday – Friday.

Every currently registered student is eligible to use the UHC. There is a \$10 co-payment for visits with most of our providers. There are additional fees for laboratory, radiology/imaging, pharmacy, immunizations, dental care, allergy injections, casts, physical therapy (located in HHP), massage, acupuncture, some health education programs, counseling services, and medications and or supplies dispensed through the pharmacy and/or medical units. These charges are posted to the student's account at the Bursar's Office, or paid at the UHC Cashier's Office (charges paid for at the UHC will not appear on the student account).

MAMSI provides a group health insurance policy to University of Maryland, College Park students. Students are eligible to enroll at the beginning of the fall and spring semesters and Summer Session I. **The UHC is NOT a participating provider with any other health insurance company.** Your insurance company may or may not reimburse you for services you receive at the UHC. At the request of the student, via a signed "authorization" form, a coded bill will be provided. The student may submit this bill to the insurance company of choice for reimbursable services.

All students' medical records are strictly confidential and may only be released by the student's consent or through a court ordered subpoena. Enhanced procedures will be instituted this year in compliance with the new Federal regulatory **Health Insurance Portability and Accountability Act**.

In addition to the services listed above, the UHC also provides: urgent care and primary care for illness and injury, men's and women's reproductive health, anonymous HIV/AIDS testing, asthma management and education, sports medicine, nutrition education, mental health services, travel clinic, substance abuse counseling, and a Faculty/Staff Assistance Program. Individual and group health education programs are available on topics such as sexual health and contraception, sexual assault, stress management, substance abuse, eating disorders, and health promotion.

Maryland State Law requires that ALL students living in campus owned housing receive the Meningitis vaccine or sign a waiver stating that they have chosen not to receive the vaccine. The vaccine and waiver are available at the UHC. The waiver is also available on-line at www.umd.edu/health.

The UHC will remain open during construction. For more information on the University Health Center, visit www.umd.edu/health, or e-mail: Health@umail.umd.edu

UHC Phone Numbers

Appointments Information	(301) 314-8184 (301) 314-8180	Pharmacy Sexual Assault Info Line	(301) 314-8186 (301) 314-2222
Acupuncture	(301) 314-8128	Substance Abuse Program	(301) 314-8128
Center for Health and Wellbeing	(301) 314-1493	Stress Management	(301) 314-8128
Dental Health	(301) 314-8178	Student Health Advisory Committee	(301) 314-8143
Health Education	(301) 314-8128	Therapeutic Massage	(301) 314-8128
Health Insurance	(301) 314-8165	Women's Health	(301) 314-8190
Mental Health	(301) 314-8106	Victim Advocate	(301) 314-2222
Nutrition	(301) 314-8128		

University Senate

1100 Marie Mount Hall, (301) 405-5805
www.umd.edu/Senate

The University Senate, an integral part of the institution's system of shared governance, has representation from all segments of the campus community: faculty, staff, undergraduate students, and graduate students. Participation in the Senate or any of its 15 Standing Committees is an honor and a responsibility.

The full Senate meets approximately nine times a year to consider matters of concern to the institution, including academic issues, university policies, plans of organization, facilities, and the welfare of faculty, staff, and students. The Senate advises the president, the chancellor, or the Board of Regents as appropriate. To become a student senator, students must be elected through their college or school or the Office of Undergraduate Studies. Elections are held every year during the spring semester. Students are also encouraged to participate in Senate Standing Committees, such as Student Affairs and Human Relations. These committees draw membership from the campus community at large and cover every aspect of campus life and function. Details about the election and appointment process are available from the University Senate Office.