STUDENT SERVICES

Academic Advisement

Academic Advisement, located in the Wintergreen Building, offers comprehensive career resources for all students and alumni. Innovative programs are offered which enable students to explore, define, prepare for, and realize their career objectives. Job opportunities are available to students for full-time and part-time positions during their college tenure. All on-campus student employment is coordinated through the Center for Academic and Career Advising. National and regional employers representing all fields actively recruit students through JOBSs (Job Opportunities Benefiting Southern students), an online job board available 24/7 to students and alumni looking for full- and part-time positions, internships and on campus student employment.

Academic Success Center

The Academic Success Center at Southern provides services that support students on their journeys to gain scholastic independence and achieve academic success. The Academic Success Center serves the entire student body by helping students prepare, advance, and excel.

The Academic Success Center's aim is to assist students to become more independent and self-motivated learners, to master course material, and to develop and apply effective study strategies. It will provide an environment that is personal, caring, accessible, and friendly where students can make it their home for academic support. For more information, please contact the Academic Success Center at (203) 392-8967 or by email at asc@SouthernCT.edu.

Alcohol and Drug Services

Alcohol and Drug Services, located in Schwartz Hall 101D, offers confidential screenings and assessments by a licensed alcohol and drug counselor, as well as referrals to community treatment providers for students seeking assistance and support for a substance abuse disorder. Brief intervention and education programs are also provided to students to help them reduce harmful consumption and negative consequences associated with high risk drinking and drug use. Presentations are available for classes, residence life staff, and athletic teams which provide information about alcohol and drug services on campus and supports within the community. The Collegiate Recovery Community at SCSU is support based and student oriented with the goal of providing resources to students in long-term recovery from substance use disorders and for any student seeking recovery. Twelve-step meetings, peer support groups, and other pathways to recovery meetings are offered on campus in addition to supports for students impacted by a family member's substance use. For more information about services, please visit https://inside.southernct.edu/aod or call (203) 392-5087.

Breastfeeding-Friendly Campus
Southern Connecticut State University is dedicated to providing programs and resources that support students as they balance the demands of their studies and parenthood. There are over 40 designated breastfeeding champions to answer questions and provide a guide to lactation accommodations on campus. While many informal lactation spaces exist across the campus, SCSU currently has one centrally located, multi-user lactation room on the first floor of the Hilton C. Buley Library, Room 117. There also are single-user lactation rooms in Jennings Hall, Room 224, and Wintergreen Building, Room 115. Students who need a quiet, welcoming space in which to pump breast milk may use the lactation room with advance notice. To gain access to use the lactation room, please complete the online room reservation form on the Lactation Space website.

Career and Professional Development

The Office of Career and Professional Development, located on the third floor of Buley Library, serve as the primary office for career development services at Southern. Career development programs include career advising, individual consultation regarding career options; resume writing; cover letters; interviewing skills; job search strategies with professional staff’ workshops on all career-related topics and speakers from various businesses and organizations discussing their career field; and occupation, industry, and career opportunities. FOCUS, a Web-based assessment tool is available for students to find out more about majors and careers that suit their interests and skills. For more information, contact Career & Professional Development at (203) 392-6539.

Center for Educational and Assistive Technology

The Center for Educational and Assistive Technology (CEAT) helps students with disabilities gain access to the same technology other students use to achieve their educational goals. The CEAT assesses students' technology needs and trains them to use adaptive hardware and software. Students may then use this technology at the CEAT or in other locations on campus. The CEAT also arranges for accommodations when access is needed for courses requiring the use of technology in the classroom. The CEAT, located in Engleman Hall, room B-17, is open Monday through Friday. CAT Coordinator: Bogdan Zamfir. Telephone: (203) 392-5799.

Center for Communication Disorders

The center, located in the lower level of Davis Hall, provides extensive facilities for clinical experience in audiology and speech language pathology. It contains sound-treated rooms and electro-acoustic equipment for the testing of hearing, fitting of hearing aids, and auditory training; a variety of speech and voice instrumentation; and specially equipped rooms for providing services to people with communication disorders. A major aspect of the clinic is its work with children, infancy through adolescence, and adults who have communication problems. The center is staffed by faculty and clinical instructors from the Department of Communication Disorders. All are certified by the American Speech-Language-Hearing Association and licensed by the Connecticut State Department of Health in speech-language pathology or audiology. Faculty and clinical instructors are responsible for the supervision of evaluation and treatment services that are provided by graduate students in the department. To make an appointment,
students may call (203) 392-5955, come in person to Davis Hall room 012B, or email the director, Dr. Sujini Ramachandar at ramachandas1@SouthernCT.edu.

Child Care Partial Reimbursement Program

The SCSU Division of Student Affairs recognizes the unique difficulties for many students who are also parents with young children. To help students who are struggling financially during the semester due to child care/babysitting expenses for their child(ren) under 12 years old while they are taking classes, the SCSU Office of Student Affairs sponsors a Child Care Partial Reimbursement Program that offers a limited number of partial reimbursements to students who meet all of the eligibility requirements. Priority is based on financial need. For more information, please contact the website of the Division of Student Affairs.

Computer Labs and Services

The Information Technology (IT) Department provides computing services, facilities, and support for students, faculty, and academic staff. Over 40 departmental computer labs and five public labs with both MacOS and Windows operating systems are available for academic use. In some areas, specialized computer equipment and software packages are available for specific needs.

For the most updated information on IT services and support, including the IT Help Desk location and hours, please visit: https://inside.southernct.edu/information-technology.

Counseling Services

Counseling Services, located in Engleman B 219, provides free, confidential, time-limited group and individual counseling for enrolled undergraduate and graduate students. The office is staffed by psychologists, professional counselors, social workers, psychiatric nurse practitioners, and advanced graduate student interns. Staff are trained to help college students navigate their challenges and difficulties, achieve their academic and personal goals, and promote their success, mental health, and wellbeing. Students can call or stop by Counseling Services to make an appointment, and students in crises should present directly to Counseling Services during the day and contact University Police after hours. For more information, including assistance with finding counselors and mental health services off-campus, mental health screenings, online mental health resources, skill-building workshops, and educational programming on wellness, stress-management, and mindfulness, please visit https://inside.southernct.edu/counseling or call (203) 392-5475.

Disability Resource Center

Southern is committed to the full inclusion and equal educational opportunity for all persons with disabilities. The Disability Resource Center (DRC) provides services and support that promote educational equity for students with disabilities. Assistance includes arranging accommodations and auxiliary aids necessary for students with disabilities to pursue their academic careers, both in and outside of the classroom.
The DRC serves all students with documented disabilities that substantially impact them in educational settings. Students with documented disabilities, visible or hidden, qualify to apply for services. Categories of disabilities include, but are not limited to the following: mobility/orthopedic disabilities; learning disabilities; attention deficit disorders; visual, deaf and hard of hearing; acquired head injuries; psychological disabilities; autism spectrum disorders and chronic health-related disabilities.

DRC services include: arrangement of course and testing accommodations; accessibility information; provision of sign language interpreters, readers and/or note-takers; help with recruitment of personal assistants; development of compensatory skills, such as time management, organization and study skills, access to assistive technology, alternate text formats; self-advocacy skills.

Students interested in obtaining more information should contact the DRC by stopping by the office located in Engleman Hall–Room C105 or calling (203) 392-6828, 392-6131 TTY, 392-6829 FAX or visit the website at: SouthernCT.edu/drc.

Director: Goldie Adele, Engleman Hall C105. Telephone: (203) 392-6828 (Voice), (203) 392-6131 (TTY).

Fitness Center

The Fitness Center is located on the second floor of the Adanti Student Center and is available for current students, faculty, and staff to join for a fee. The facility features a weight room, cardiovascular equipment, a selection of equipment for check-out, a cycling room, and group fitness classroom. Members can engage in exercise to improve or maintain their desired level of fitness and relieve stress without leaving campus. The Fitness Center staff also collaborates with student organizations and offices on campus to provide outreach and education about the benefits of an active lifestyle. Membership information, hours, and class schedules are available at the Fitness Center website. For more information, please call the Fitness Center at (203) 392-8971.

Housing and Residence Life

The Office of Residence Life provides on-campus housing for full-time and part-time matriculated undergraduate and graduate students. Residence halls offer a safe and supportive living environment to foster student success. In addition to campus activities, students are encouraged to participate in hall programs and activities, leadership opportunities in their hall councils, and the Residence Hall Association.

Residence hall staff members include live-in professional staff members who supervise undergraduate staff; advise the hall council; provide educational and social programming, roommate, and community mediation support; and provide referrals to campus resources. Live-in residence life student staff members assist with developing residence hall communities, providing personal and academic support for students, and reporting maintenance and custodial concerns.

Students living on campus have easy access to academic and student support services. Most residence halls are a short walk to academic buildings, dining, Buley Library, athletic fields, the Adanti Student Center, and the Fitness Center. Most residence halls
and apartments include lounges, study areas, service desks, vending machines, laundry facilities, recreation areas, and trash disposal. A convenience store is located at North Campus. ATMs are located in Wilkinson Hall, North Campus, West Campus, and Schwartz Hall. Computer labs are located in North and West Campus. Student rooms include refrigerators, microwaves, high speed internet, television/video service and are furnished with beds, dressers, closets, desks and chairs. All rooms include window curtains or blinds.

Housing for graduate and upper-class students including transfers is offered in North Campus, Schwartz, and Brownell apartments and suites. First-year students, transfers, and upper-class students may request traditional double or triple rooms with community bathrooms or a limited number of suites with bathrooms in West Campus, Hickerson, Neff, Farnham, Wilkinson, and Chase Halls.

Housing applications will be available to students when admitted to the University with a paid Admissions Confirmation Deposit and Residence Hall Deposit. All housing applications are provided online and assignments are made on an academic year basis. Priority for residence hall assignments will be given to full-time students and all students must maintain a minimum of 6 credits to be eligible to live on campus.

For more information and for instructions on how to apply for housing, please visit the website at SouthernCT.edu/residencelife, call the office at (203) 392-5870, or send an email to reslife@SouthernCT.edu.

Language Laboratory

The Language Laboratory is a resource center operated by the Department of World Languages and Literatures. Audio-visual materials and computers supporting the teaching of over ten foreign languages are available for use by students and faculty. Engleman Hall D162, D164 and B131. Telephone: (203) 392-6795.

Learning Resources Center

Located in Buley Library, the Learning Resource Center is composed of the Production Lab and the Curriculum Collection. Services in the Production Lab include slide, transparency, color poster production, lamination, audio and video tape, CD and DVD duplication, and video to DVD transfers. The Center has a shape cutter for making displays and bulletin boards. There is a small charge for some of these services.

The Curriculum Collection contains elementary and secondary textbooks, curriculum guides, and teaching aids to assist students and faculty in the field of education. Lesson planning and activity guides, along with thematic unit booklets, are available in the collection. A limited number of Curriculum CD-ROMs are also available for use within the lab. (203) 392-5719. Web site: http://libguides.southernct.edu/lrc

Library Services: Buley Library

The Hilton C. Buley Library, Southern Connecticut State University's center of research, plays an indispensable part in the academic experience of every student. Buley Library provides nearly 860,000 print and electronic volumes which include monographs and audio visual materials and access to more than 130 electronic databases to serve study,
teaching, and research needs. An online catalog shared with the 17 Connecticut State Colleges and Universities (CSCU) and the Connecticut State Library, expands available print and media resources to 4.7 million titles. Interlibrary loan services and other consortium arrangements further supplement these holdings.

A broad range of library services support and enhance the access and use of information resources in all formats. The main floor of Buley Library features a professionally staffed Reference Desk where librarians provide research assistance in utilizing Alma and Primo (the integrated library and discovery systems of the CSCU system), online research databases, the Internet, and the 29,000 volume print reference collection. In addition to journals included in full text databases, Buley Library subscribes to 550 individual electronic and print periodical titles and houses 57,850 bound periodical volumes. Audio visual materials are located on the first floor right after the Reference stacks. Instructional services meet a range of needs — basic orientations, library tours, and course-integrated instruction sessions arranged by teaching faculty. Presentations are offered on search strategies and selection of appropriate research information using both print and online resources. Individual research appointments with a librarian can be arranged through an online request system on the library's website. Individualized Instruction/Research Consultation Forms are available.

A valid Southern student identification card (Hoot Loot card) serves as a library card. Students who are enrolled in courses or conducting research for a thesis at the university are eligible to borrow library materials. Students are responsible for all materials checked out on their cards.

All library fees for lost or overdue books must be paid as they occur or a block will be placed on registration and transcripts.

The Buley Library building also houses the Academic Success Center, the First Year Experience Office, the Office for New Student and Sophomore Programs, the Writing Center, the Information Technology (IT) Department and Help Desk, the Owl Perch Café, the Buley Art Gallery, the Faculty Development Center, the Center of Excellence on Autism Spectrum Disorders, the Library Science Department, the Dean's Office of the School of Graduate and Professional Studies, and the Graduate Study Lounge.

The library staff is readily available to help students use information resources. Consult the student handbook for additional information regarding library use and regulations. For information and hours, call (203) 392-5750. The library's home page is: https://libguides.southernct.edu/home. Director of Library Services, Dr. Clara Ogbaa, Telephone: (203) 392-5760.

Marriage and Family Therapy Clinic

The Marriage and Family Therapy Department provides individual, group, couple, and family therapy as part of its training program. The clinic also operates a supervised visitation program, an anger management program and parenting classes. Clients may be referred by clinicians, state or municipal agencies, or they may be self-referred. An elaborate viewing and sound system preserves privacy while affording graduate students the opportunity to view ongoing therapy and profit from the supervisory experience of others.
Director: Dr. Suzanne Carroll, Davis Hall 020. Clinic Coordinator's Telephone: (203) 392-6411.

michael j. adanti student Center

The Michael J. Adanti Student Center, opened in January 2006, is a 125,000 square foot, modern multi-purpose facility located on the corner of Crescent and Fitch Streets. The center provides educational, cultural, social, and recreational programs that complement education outside the classroom. The center is the home of a state-of-the-art fitness center, fireplace lounge, grand ballroom, bookstore, Dunkin' Donuts coffee house, Cross Point Federal Credit Union banking services, ATM machine, and four dining establishments. The center has multiple lounges, meeting rooms, a game room, a 200-seat movie theatre, university police, computer labs, as well as office space for clubs and organizations. In addition, the Adanti Center offers a resource/information center, and a hydration station. For more information, check https://inside.southernct.edu/student-center or call (203) 392-5500.

Multicultural Center

The Multicultural Center under the Office of Multicultural Affairs serves as a resource for the university and the community in promoting an awareness and appreciation of cultural diversity. It offers educational programs and services to assist in the recruitment and retention of students. The center also sponsors outreach programs with area schools, conducts art exhibitions, film programs, lectures, and conferences and houses a book and video library. The Multicultural Center is located in the Michael J. Adanti Student Center.

Office of International Education

The Office of International Education (OIE) is a hub for all members of the campus community who wish to integrate international study, research, or teaching into their academic programs. Additionally, the OIE works with degree-seeking international students, exchange students, visiting scholars, and international faculty on matters related to visas, employment, immigration, and more; the office works with domestic students interested in studying abroad either on an SCSU faculty-led summer program, on one of SCSU's reciprocal exchange programs (semester or full year), or through an approved study abroad organization (semester or full year); and finally, the OIE offers Fulbright Program assistance for both students and faculty. Perhaps most importantly, the OIE is a place where international students and faculty can come to discuss matters related to their studies and American academic culture, as well as everyday life, social interaction, and communication in the United States. The OIE is located in Engleman Hall A 220. For more information, please call (203) 392-6756.

Sexuality and Gender Equality (SAGE) Center

The Sexuality and Gender Equality Center (SAGE) Center, Southern's lesbian, gay, bisexual, transgender, intersex, queer, questioning and allies (LGBTIQQA) center provides positive academic and cultural support for all people of sexual diversity
including students, faculty, staff, alumni/ae and university guests. To achieve that goal, the Center provides a safe communal space, personal support, resource information, relevant programming, and positive acknowledgement of the LGBTIQQA community and its equality in the world today. The SAGE Center works to create a campus atmosphere of tolerance and understanding that is open and accepting—and free from the oppressive forces of homophobia, heterosexism, and gender bias. Programming events include lectures, discussions, social events, films, and other presentations throughout the academic year. The SAGE Center is located in the Adanti Student Center, Room 238. For more information, please call (203) 392-8989.

Student Accident Insurance

As part of your enrollment at the University, all full-time students for the current term are covered under the University Accident Policy provided by Aetna Student Health. This policy is in place, regardless of what health insurance you have, to protect students and provide excess coverage in the event of an accident. The cost of this accident policy, which covers accidents both on and off campus, is included in the general University fee each full time student pays. This accident policy is a secondary policy meaning the insurance plan will pay only accident-related costs that are not covered by a student's other (primary) health insurance policy. The coverage period is August 1st through December 31st for the Fall term and January 1st through July 31st for the Spring term.

• A claim should first be submitted to the student’s primary insurance carrier.

Aetna's claim form is available here: Aetna Student Health Claim Form and will need to be completed and submitted to Aetna along with a copy of the Explanation of Benefits (EOB) from the primary insurance and a copy of the itemized bill.

* Please keep in mind that an EOB is not a bill. It is an explanation of how an insurance company has paid or not paid a claim sent to them.

• For additional details please reference: Filing Accident Claims for Connecticut State University Students
• Should any students need to obtain an Accident Only Verification letter for their primary insurance company or provider to indicate that this is not a primary health insurance plan, they can reach out directly to Aetna customer service at 877-375-4244.

Student Enrollment Service Center

The Wintergreen Building is a one-stop location for walk-in services and queries regarding undergraduate admission, financial aid, registration, payment, university ID cards, and advisement. Experienced staff are trained to provide information and assist with administrative services necessary to successfully navigate the university.

Student Health Services

The Student Health Center is in Granoff Hall on Wintergreen Avenue and is open to all students: residential, commuter, full time, part time, and graduate. You do not need to be covered by health insurance as there is no charge for visits with the providers. We do
not bill insurances but current health insurance information should be uploaded to your Medicat Health Portal in the event of additional testing such as x-rays or blood tests. There are some basic diagnostic tests and medications that we supply for a small fee.

A physician, nurse practitioners, registered nurse, and support personnel are available Monday through Friday. Student Health Services provides confidential clinical health care to students by appointment, which can be scheduled on the Student Health Services website. Referrals in emergency situations can be done expeditiously to hospitals or specialists in the area. Student Health Services' telephone number is (203) 392-6300, the fax number is (203) 392-6301, and the email is healthservices@southernct.edu. If anyone requiring medical assistance is unable to reach a staff member at this number, they should call University Police at (203) 392-5375, or 911 in an emergency.

All full-time and part-time students are required to have properly completed health forms on file at Student Health Services by August 1st for the Fall semester and January 1st for the Spring semester. The Connecticut State University Student Health Services Form and requirements can be found on the Student Health Services website.

The university reserves the right to deny registration and campus housing to any student not in compliance. Director: Diane Morgenthaler, M.D.

**Additional Requirement for On-Campus Resident Students**

Connecticut State Statutes also require that all students living in campus housing are required to be vaccinated against meningitis A, C, W, Y within the past five years prior to enrollment unless there is a valid medical exemption signed by their healthcare provider. The meningitis B vaccine is also highly recommended.

The University reserves the right to deny registration and campus housing to any student not in compliance.

**Support and Resource Team (SART)**

Southern Connecticut State University's Support and Resource Team (SART) is designed to provide a collaborative victim/survivor-centered team response to sexual violence. The mission of SART is to provide services that ensure a transition from victim to survivor for every individual whose life is impacted by sexual violence. The SART members can provide a survivor with many supportive options including counseling, medical attention, judicial services, advocacy, referrals, and general information regarding sexual violence. Should a survivor choose to file a police report, the University Police and Violence Prevention, Victim Advocacy and Support (VPAS) Center staff will assist the individual with the reporting process. SART members strive to empower the survivor to make their own decisions by providing on-and off-campus resources. SART members will offer support as needed and hold perpetrators accountable. SART members will keep confidentiality to the best of their abilities.

The SART has been designated by the Division of Student Affairs to handle sexual assault cases. The team includes a coordinator and designated individuals from throughout the University. The Support and Resource Team is available to help anyone
who reports a violation of the sexual misconduct policy. In cases of immediate danger or an emergency, call the University Police at 9-1-1.

University Bookstore

The University Barnes & Noble Bookstore, located on the first floor of the Adanti Student Center, provides course materials in a variety of formats including new, used, digital, and rental options. Students may also participate in the Price Match program. Course materials can also be purchased through the University Bookstore's website https://southern-ct.bncollege.com.

The Bookstore offers a wide assortment of Southern imprinted clothing and giftware. Also available are a wide assortment of snacks and beverages, health and beauty aids, school supplies, art supplies, laptops, printers, and headphones.

Part time positions are available at the beginning of each semester.

For more information, please call (203) 392-5270.

Veterans and Military Services

The Office of Veterans and Military Affairs provides academic and personal advisement, information about the G.I. Bill® and the Veterans and National Guard Tuition Waivers and liaison with other campus services and local, state and national organizations.

Joint Service Transcript (JST): provide the Admissions Office with your JST for military training evaluation.

Veterans Center and Computer Lab is a great place to meet other military, to network and to socialize. It includes a TV, microwave, refrigerator and coffee. Free printing in the Computer Lab. Coordinator: Jack Mordente, Engleman Hall, Room A 014. Telephone: (203) 392-6822.

Violence Prevention, Victim Advocacy and Support Center

For information or to report sexual violence, students may contact any member of the team. Please visit the Violence Prevention, Victim Advocacy and Support (VPAS) Center website at https://inside.southernct.edu/vpas/sart for team members' contact information and details of services.

The Violence Prevention, Victim Advocacy and Support (VPAS) Center is committed to helping to create a campus community of respect and safety by providing violence prevention education, victim/survivor advocacy, and support services. Prevention education topics include sexual misconduct (sexual harassment, sexual assault, intimate partner violence, stalking, sexual exploitation), affirmative consent, risk reduction, bystander intervention, hazing, bullying, and safety. Advocacy services are available to support students who have experienced sexual misconduct, hazing, bullying, or any other crime. The VPAS Center is also responsible for the coordination of the University Support and Resource Team (SART). The VPAS Center is located in Schwartz Hall. Additional information is available by calling the Center at (203) 392-6946 or via the VPAS Center website at https://inside.southernct.edu/vpas.
the WellBEING Center

The Wellbeing Center is located in Schwartz Hall, Room 100, on Fitch Street. The Wellbeing Center is a one-stop-shop for student wellbeing support services, educational programming, and leadership development. The Wellbeing Center’s mission is to create happier, healthier, and more successful students through the promotion of holistic wellbeing. The Wellbeing Center functions as an integrated wellbeing hub that creates multi-departmental synergy in the delivery of comprehensive wellbeing assessment, intervention, and referral services. The Wellbeing Center provides effective and engaging wellbeing education and preventative public health programming on a broad array of issues including, but not limited to: health and fitness, nutrition, sleep, stress, sexual health, drug and alcohol use, mental health, disabilities, civic engagement, violence prevention, and advocacy. The Wellbeing Center provides robust opportunities for wellbeing leadership development through peer education, training, and supervision. For more information, please stop by or call (203) 392-7108.

Writing Center

Assistance with university writing assignments is available to undergraduate and graduate students at no cost in the Writing Center, a part of the Academic Success Center (ASC) on the third floor of Buley Library. The Writing Center offers help with any writing assigned at the university in addition to writing related to academic pursuits such as scholarship applications, application to graduate school, etc. In addition to undergraduate tutors who assist undergraduate students, graduate student tutors work with graduate and undergraduate students and specially trained ESL tutors to work with any student with ESL needs. It is recommended that students make an appointment but a limited number of drop in appointments are also available. Please visit the Academic Success Center website to make an appointment.