

STUDENT AFFAIRS & STUDENT SERVICES

UNIVERSITY OF SOUTH FLORIDA - 2008/2009 UNDERGRADUATE CATALOG

The University of South Florida is committed to a holistic, integrated, multi-faceted approach to students' learning. Learning is a transformative experience that happens inside and outside the classroom, through coursework, laboratories, student employment, residence halls, student organizations, internships, athletics, and volunteerism. The Division of Student Affairs contributes to the development of an educational environment that enhances students' ability to grow and develop into effective and engaged citizens who are prepared and committed to positively impact the world around them. Student Affairs is committed to promoting student development and learning, providing quality services for students, and fostering a sense of community.

DIVISION OF STUDENT AFFAIRS

The Division of Student Affairs is committed to creating a student-centered learning community distinguished by collaborative relationships with colleagues across the university. The Division provides opportunities to prepare students for lifelong success in a diverse multicultural, and international world. Comprised of twenty-three departments, Student Affairs staff members are dedicated to the values of integrity, collaboration, open communication, and mutual respect.

The role of the Division of Student Affairs is to provide a broad range of educational, social, psychological, physical, and spiritual programs that increase students' capacity to learn; to provide facilities and fundamental services that foster the optimal living and learning environment on campus; to facilitate the overall development of each student; and, to enhance the overall campus community. The Division provides students with opportunities to become involved in the life of the University outside of the classroom, students who are more engaged with and involved in their college experience are more likely to experience success and graduate.

Students who attend the University of South Florida are subject to University policies in addition to guidelines established by the Board of Trustees of the University of South Florida. The Office of the Vice President of Student Affairs, along with other University officials, is charged with interpreting the policies of the Board of Trustees to students, their families, and others in the University community. To prepare students for successful lives after graduation, Student Affairs staff members foster an environment where students are challenged and supported to make good decisions and to learn from the outcomes of those decisions. Students are expected to take primary responsibility for their education: they are accountable to know and fulfill academic requirements, meet financial obligations, and adhere to the University's expectations for appropriate conduct.

Students with Disabilities Services

Web address: <http://www.sds.usf.edu/>

Location/Phone:

Tampa Campus: 4202 E. Fowler Ave, SVC 1133, Tampa, FL 33620; Voice: (813) 974-4309; TTY: (813) 974-5651; VP: (813) 974-1585

St Petersburg Campus: Volunteer and Students with Disabilities Services - 140 7th Ave S - St. Petersburg, FL 33701; Voice: (727) 873-4990 or (727) 873-4837

Sarasota-Manatee: 8350 N Tamiami Trail, SMC, C107 - Sarasota, Florida 34243-2197; Voice: (941) 359-4714; TTY: (941) 359-4666; Web address: <http://www.sarasota.usf.edu/disability/>

Lakeland Campus: Students with Disabilities Services - 3433 Winter Lake Road, LTB 1155 - Lakeland, FL 33803; Voice: (863) 667-7063; Web address: http://www.lakeland.usf.edu/Departments/Student_Services/disability_services.html

The University recognizes and values students with disabilities. Students with disabilities participate in all aspects of university life. Academic accommodations are arranged through

the Students with Disabilities Services office. Students with Disabilities Services (SDS) makes the final determination as to the type of academic accommodations that can be rendered for students with disabilities. Each student is responsible for self-identifying and applying for accommodations and services at this office. The process of applying for services is described in detail in the SDS website www.sds.usf.edu. Information Sessions are provided for students, parents, and other concerned persons. The dates and times of these Information Sessions are on the SDS website.

The student initiates the process by identifying herself/himself to the SDS office and completing an application. The student identifies herself/himself and applies for accommodations by providing to SDS documentation both of the disability and the significant impact of that disability on academic performance. SDS staff and other experts will review the documentation, a process that typically takes ten working days. To summarize, a student interested in having accommodations for a disability should:

- 1) Visit our website <http://www.sds.usf.edu>
- 2) Present documentation of her/his disability to our office as soon as possible
- 3) Attend an Information Session

If the documentation provides the necessary information and demonstrates the need for reasonable accommodations, the student will be invited to an enrollment meeting with a coordinator. The purpose of the meeting is for the coordinator to fashion reasonable accommodations with the student. At this meeting the student will be given information about the process for having a memorandum of accommodation for each professor for that semester. It is the student's responsibility to present the memorandum of accommodation to each professor.

At the start of each semester, the student is responsible for providing feedback about the effectiveness of the accommodations to date and registering for accommodations for the new semester. Each semester the student is responsible for giving each of her/his professors a memorandum of accommodation for that semester within two weeks of receiving the letter.

Examination accommodations, the most frequently needed accommodations, are the responsibility of the professor. The SDS office will assist the professor in providing accommodated examinations if the professor is unable to do so. The directions for this process are on the SDS website.

A nationally certified American Sign Language interpreter is on the SDS staff. Interpreting services are available for classroom and class-related activities for students with hearing impairments. The process for accessing these services is described on the SDS website.

Federal laws require that persons with disabilities receive reasonable accommodations in order to fully participate in all aspects of society. Specifically, the Americans with Disabilities Act of 1990 (ADA) addresses this issue and provides relief for persons who do not receive reasonable accommodations.

Parents and Family Association

Location/phone: ALC 100, (813) 974-4828

Web address: www.usf.edu/ua/parents

The Parents Association's mission is to enhance the quality of life for students who attend the University of South Florida as well as provide a focal point for developing and implementing programs that will involve parents and legal guardians in ways that are meaningful to them and beneficial to the University.

The Parents Association provides a forum for parents to obtain information, ask questions and offer suggestions; enhance the student experience; and support the mission and priorities of the University.

Parents may become involved by joining the Association or one of its task forces: Career, Family Weekend, Membership, Student Life, Student Recruitment and the Parents Fund.

The Association works closely with Residence Services, Admissions, Orientation, Career Center, Student Affairs and the University Office of Advancement.

Student Learning Commons

Location/phone: LIB 206, (813) 974-9281

Located on the first and second floors of the Library, the **Learning Commons** offers an assortment of academic support services designed to strengthen students' ability to learn effectively and efficiently. **Tutoring and Learning Services** (LIB 206) include tutoring in math, science, all CLAST subtests, and other subjects. In addition, a number of courses and workshops on learning strategies, test-taking, study and research skills are offered each semester including several credited courses such as Advanced Reading (REA 1206), Critical Reading and Writing (REA 2105), Advanced Learning Systems (REA 1605), Strategic Learning (REA 2604), and Reading Lab (REA 1305). **Writing Support** is available and located on the first floor in LIB 112-120. By integrating learning support and technology assistance into the library, the Learning Commons is poised to meet the diverse learning needs of students.

Counseling Center

Location/phone: SVC 2124, (813) 974-2831

Web address: <http://usfweb.usf.edu/counsel>

The Counseling Center is a comprehensive, student-oriented facility providing services in educational skill enhancement, life planning, and mental health to the USF community. The Center offers individual treatment on a time-limited basis and makes referrals to in-house therapy groups or to community settings for appropriate management of problems requiring longer-term care. All services preserve the confidentiality of students. For more information about any of the following services, call 974-2831 or stop by SVC 2124.

Counseling Services are designed to enhance the personal, academic, emotional, social, career and life planning effectiveness of students. Fully accredited by the International Association of Counseling Services (IACS), the USF Counseling Center is staffed by professional psychologists and psychiatrists licensed to practice in the state of Florida. These professionals assist students in developing a clearer sense of identity, establishing greater autonomy, discovering strengths and weaknesses, identifying realistic educational and career goals, and becoming more insightful, self-directing individuals. Services aimed at early detection, greater self-understanding, effective problem-solving and informed decision-making include: intake evaluation and disposition, crisis intervention, psychological assessment, time-limited individual psychotherapy, couples therapy, personal growth groups and both time-limited and ongoing psychotherapy groups. Adjunctive services include psychiatric consultation, anxiety management, and skill-enhancement workshops.

Testing and Assessment Services enhance the effectiveness of counseling by providing objective information about students. Tests of abilities, aptitudes, career interests, personality, reading comprehension, study skills, and other complex psychological attributes are available as part of the counseling process.

The **Outreach and Workshop Program** offers a Student Success Series of workshops and groups on a variety of topics such as life planning, stress management, test and performance anxiety, relationships, anger management, depression, and self esteem. Workshops are listed in the Oracle and schedules for each semester are posted on the Counseling Center's website. Consultation and liaison relationships are maintained with student groups and staff/faculty.

The **Center for Addiction and Substance Abuse (CASA)** is a source of information, educational programming, consultation, and therapy for addiction and substance abuse concerns for the USF community. CASA consultation and education services include presentations for campus groups or classes, consultation with campus organizations and committees, and

informational materials. CASA clinical services include assessment of addiction or substance abuse problems, consultation, intervention, referrals, and individual and group therapy resources. CASA also provides the Attitudes and Alternatives Program for students in violation of University alcohol and other drug policy.

Veterans Services provides specialized services and programs to veterans, eligible dependents, active duty personnel, and members of the Selected Reserve. The staff assists students with their use of Department of Veterans Affairs (VA) Educational Benefits, and serve as information and referral resources. Veterans Services was established to act as a liaison, whenever possible, between the VA students and the VA or various USF offices in order to help resolve problems. Veterans Services is the point where students submit all paperwork concerning VA Educational Benefits. Programs to help students financially include VA Work-Study Program, VA Deferment of Fees, Advance Payment Program and VA Tutorial Assistance. **Office Hours:** 8:00 a.m. to 5:00 p.m., Monday through Friday (except University holidays). For further information, contact the staff in SVC 2127, call 974-2291, or visit our web page (<http://usfweb.usf.edu/vetserve/>).

Vocational Rehabilitation services are available for qualifying students and include vocational evaluation, vocational and personal counseling and guidance, coordination of services, training assistance, provision of books and supplies, and treatment. For additional information, please call 974-2002.

Student Health Services

Location/phone: SHS is located east of the USF Bookstore and north of the Student Services Building, (813) 974-2331, FAX (813) 974-8391.

Address: 4202 East Fowler Avenue, SHS 100 Tampa FL 33620-6750

Internet: www.shsweb.shs.usf.edu

Office Hours: Monday through Friday 8:30 a.m. to 5:00 p.m. (hours may vary on holidays and semester breaks). SHS is closed on weekends.

After Hours Consultation: An SHS physician is available by telephone after hours to provide medical advice and direction for currently enrolled USF students. The on-call physician may be contacted at the SHS telephone number, 974-2331.

Emergency Services: SHS does not provide ambulance services. If students require emergency services or immediate medical attention after hours, two nearby facilities are the University Community Hospital (971-6000) on Fletcher Avenue (north of campus) and the Doctor's walk-in Clinic (977-2777) on Bruce B. Downs Boulevard (west of campus).

Student Health Services (SHS) provides primary health care and health education services to all eligible registered students.

The SHS staff is comprised of board certified primary care physicians, advanced registered nurse practitioners, board certified physician assistants, registered nurses, licensed practical nurses and assistants, licensed laboratory technologists, certified health educators, a registered dietitian, and administrative personnel. SHS strives to provide the best possible care for the university student community.

Eligibility and Fees: SHS provides services to any registered student with a valid student ID card who has paid the Tampa campus health fee. USF Tampa Campus students are assessed this health fee and it is included in their tuition each semester. Students registered on campuses other than Tampa may volunteer to pay this health fee. Students taking a semester off may also elect to pay this health fee, entitling them to the same benefits as any student who is currently registered. Student Health Services accepts only Visa or MasterCard. Unpaid fees will be transferred to OASIS and payment may be made at the Cashiers Office.

The Health Fee entitles students to

- Unlimited visits to the ambulatory clinic
- Access to SHS specialty clinics at a reduced cost (Gynecology)
- Reduced cost for laboratory tests
- Reduced cost for medications dispensed at SHS
- Limited visits to the Counseling Center at no charge
- Unlimited access to all health education programs at no cost
- Antigen injections (If you require allergy shots, SHS can store and administer your injections. Complete written instructions must be submitted by the prescribing physician for antigen therapy to be approved by SHS's medical director.)

Prescriptions: SHS does not operate a pharmacy; the physicians dispense frequently-prescribed medications at the time of the visit. If the necessary medication prescribed is not available in the inventory, a prescription will be written which can be filled at any local pharmacy.

Health Insurance: For Student Health Services to provide optimal service to students, it is important that they have adequate health insurance. The Student Insurance Office (SIO) with the assistance of the Insurance Committee has contracted a reliable health insurance company to provide USF students with an affordable student health insurance plan for sickness and accidental injury tailored to the particular needs of college students. The SIO is there to assist students in understanding the available health insurance plans and encourages all registered students who do not have health insurance to visit the office located just west of SHS in the lower level of the Bookstore building (next to textbook buyback).

Health Promotion Programs:

Health Education functions as a resource for the university community regarding health and wellness issues and encourages responsible decision making and positive lifestyle choices. The department is staffed by health educators, a registered and licensed dietitian, and other support personnel. A variety of information on health topics, as well as free blood pressure, height and weight readings are available. The following services are provided free of charge unless otherwise stated, and offered upon request.

Individual Educational Sessions:

- HIV Antibody, Syphilis, Herpes Testing - Confidential testing is available to USF students for a fee. Referrals are made to local community agencies for anonymous HIV testing.
- Nutrition Counseling - One-on-one consultations are available to USF students. Topics include general nutrition, weight management, disordered eating, cardio vascular nutrition, diabetes, vegetarianism, or other nutrition-related issues.
- Other Individual Education Counseling - Consultations and referrals are available on other topics including STIs, birth control options, sexual health, and alcohol and other drugs.

Outreach:

- Educational Programs - Staff members are available for educational outreach programs. Programs can be tailored to meet the special needs of a group or organization.
- Health Promotion Activities - Health Promotion staff are frequently found around campus distributing information and materials.
- Awareness Campaigns - Throughout the year, Health Promotion develops and organizes various events, activities and materials in recognition of national awareness campaigns, including National Collegiate Alcohol Awareness Week, National Eating Disorders Awareness Week, and Sexual Responsibility Week.

REACH Peer Education Program (Responsible Education and Action for Campus Health)

REACH Peer Educators (PEs) are selected and trained to provide innovative and interactive educational programs and activities regarding sexual responsibility, sexually transmitted infections, contraception, alcohol and other drug awareness, and general college health to fellow students. Programs are presented in residence halls, in academic classes, and to student organizations. PEs are also involved with various health promotion activities and awareness campaigns. Students can get involved with the program as staff members or volunteers.

For more information about Health Promotion, stop by the SHS Annex, located next to the main SHS building in the lower level of the Marshall Center (beside Book Buyback) or call 813-974-4936.

Immunization Policy**1) Introduction**

The University of South Florida requires the following immunizations for registration and specific immunization in order to be eligible for on-campus housing.

2) Statement of Policy**A) ALL STUDENTS MUST HAVE:**

- MEASLES - proof of immunity if born after 12/31/1956
- RUBELLA - proof of immunity if born after 12/31/1956
- HEPATITIS B - proof of immunity or signed waiver declining the vaccine
- MENINGITIS - proof of immunity or signed waiver declining the vaccine except as listed below

B) IN ADDITION, STUDENTS ELECTING TO LIVE IN ON-CAMPUS HOUSING MUST HAVE:

- MENINGITIS - Medical documentation of immunization with Meningitis vaccine

Declining by waiver of this vaccine is not acceptable for students in on-campus housing. No student will be assigned housing without proof of vaccine.

C) HEALTH HISTORY FORM

All students must complete the USF Mandatory Immunization Health History Form (<http://www.shs.usf.edu/>)

D) PROOF OF IMMUNIZATION

Proof of immunity that will be accepted for each disease is as follows:

1. MEASLES:
 - a. Medical documentation of immunization with TWO (2) DOSES of live measles virus vaccine on or after the first birthday and administered at least 28 days apart. Persons vaccinated with killed, or an unknown vaccine, prior to 1968 must be revaccinated. Persons born before 1957 may be considered to have had a natural infection, and therefore do not need measles vaccine. The documented date of immunization for measles should indicate the day, month, and year. However, only month and year will suffice if the month and year indicate that the immunization was given at least 13 months after the month of birth. OR,
 - b. Copy of laboratory (serologic) evidence of measles immunity (IgG rubeola titer) OR,
 - c. A written, dated statement signed by a physician on his/her stationery that specifies the date seen and stating that the person has had an illness characterized by a generalized rash lasting three (3) or more days, a fever

of 101° Fahrenheit or greater, a cough, and conjunctivitis, and, in the physician's opinion, is diagnosed to have had the 10 day measles (rubeola).

2. RUBELLA:
 - a. Medical documentation of immunization with live rubella virus vaccine on, or after, the first birthday. The documented date of immunization for rubella should indicate the day, month, and year. However, only month and year will suffice if the month and year indicate that the immunization was given at least 13 months after the month of birth. OR,
 - b. Copy of laboratory (serologic) evidence of rubella immunity (IgG rubella titer).
3. HEPATITIS B:
 - a. Medical documentation of immunization with 3 doses of Hepatitis B vaccine OR
 - b. Copy of laboratory (serologic) evidence of Hepatitis B immunity (anti-HBs titer).
4. MENINGITIS:

Medical documentation of immunization with Meningitis vaccine.

E. EXEMPTIONS:

1. RELIGIOUS: Religious exemptions - contact USF Student Health Services for an application.
2. MEDICAL: Requests for temporary or permanent medical exemptions must be submitted to USF Student Health Services by the attending physician, must include reason for exemption and duration of exemption.

In the event of a disease outbreak, students exempted from immunization requirements may be requested by the University, at the direction of the public health officials, to show titer proof of immunity, become immunized, or remain off campus for the duration of the outbreak.

All requests for exemptions will be reviewed to ensure consistency in application.

F. CONSEQUENCES:

Students who fail to comply with the requirements as stated above will be blocked from registration and/or on-campus housing assignment. In specific circumstances, a temporary override may be granted; however, vaccination requirements must be completed before any further registration in subsequent terms will be permitted and current registration may be suspended if any deficiency in immunization status is identified.

SUS Health Insurance Requirement for International Students

The State University System of Florida requires that all international students have medical insurance in order to register for classes at USF.

Housing and Residential Education

Location/phone: RAR 229, (813) 974-0001.

Office Hours: Monday through Friday, 9:00 a.m. - 5:00 p.m.

The Residence Hall program is an integral part of the total educational experience offered to USF students and is staffed by caring, informed professionals, graduate students, and resident assistants. The Department of Housing and Residential Education provides students with intellectual and social experiences in a conveniently-located residence hall community and promotes a safe, secure, and healthy living-learning environment where individual differences are appreciated and respected.

Whether considering the convenient location, the availability of resources and amenities, or the student-oriented personnel

associated with the residence hall program at USF, campus living has a lot to offer. Every enrolled degree-seeking student is eligible to live on-campus. Housing information, including a student housing contract, is sent to all accepted students. Students are encouraged to submit their student housing contract immediately upon receipt to insure housing preferences may be accommodated. Florida Prepaid College Program participants with a Prepaid Dormitory Contract should note the Prepaid Dormitory Contract number in the space allotted on the Student Housing Contract.

On-Campus Residence Halls

Residence Halls on the Tampa campus are clustered in six centers of community activity - the Argos, Andros, Cypress, Greek, Holly, and Magnolia Complexes. Each area provides a core of services for its residents including a central service desk, mail delivery, laundry facilities, snack facilities, and swimming pool. Although the complexes provide the same basic services, they represent distinctly different options in campus living.

In the *Argos Complex*, Beta and Castor Halls offer traditional student residential living. Beta is co-ed while Castor is an all-female hall. The traditional living arrangement in these halls provides room accommodations designed for both sleeping and studying. In each of these halls, students share common bath facilities that are cleaned on a regular basis by the hall's housekeeping staff. It also offers laundry facilities, kitchens, community rooms, and snack machines.

The Andros Complex consists of nine smaller halls with suite arrangements. Delta, Eta, Epsilon, Kappa and Zeta Halls are double occupancy while Iota, Lambda, Mu and Theta are single occupancy. Theta hall is designated as the Leadership House, a program for students interested in leadership development. Each suite includes a study area and bathroom shared by 4 (single occupancy) or 8 (double occupancy) residents of the suite.

Cypress and Maple Halls also provide suite style living. These halls offer double bedrooms with a shared bathroom space between two rooms (4 people).

Holly, Magnolia and Cypress Apartments offer opportunities for students to live in apartment style housing including 4 single bedroom apartments with living room, kitchen, and two bathrooms. A limited number of 2 and 3 bedroom apartments are also available in Holly and Magnolia respectively. A small number of 2 bedroom unfurnished family units are available in Magnolia for students who are married or have children.

Kosove Apartments offers apartment accommodations housing 2-5 people in both double and single bedrooms. Students share a living room, kitchenette, and one bathroom.

Greek housing is available for fourteen nationally recognized fraternities and sororities on campus. Each Greek housing unit houses 20-28 students and consists of double room accommodations with community bathrooms and a large living room/kitchen space.

All student housing is air-conditioned and carpeted. All rooms are furnished with a bed, desk, chair, dresser and closet for each resident. Apartment style halls include a couch and chair in the living area. All rooms provide cable TV, and Ethernet access. Food service facilities are conveniently located in the Argos and Andros Complexes. Nearby swimming pools as well as basketball, tennis, and racquetball courts await students seeking leisure time recreation. In addition, students have the opportunity to become involved in planning activities for their hall by joining the Residence Hall Association.

Off-Campus Housing

Location/phone: Marshall Center 240, (813) 974-7613

Email: offcampushousing@sg.usf.edu

Office Hours: Monday - Friday 9 a.m. - 5 p.m.

The Off Campus Housing Office maintains lists of university-area apartments, condos, and other rental properties available to the public. In addition, the agency accepts roommate and rental property listings from private individuals who

do not discriminate because of race, color, or national origin. The office is open throughout the year. You may also search the on-line apartment listings on our website at www.sg.usf.edu/offcampus

Marshall Student Center

Location: In the center of campus, adjacent to the Bookstore

Web address: www.ctr.usf.edu

The Marshall Student Center is the student union at USF. As the student union, it serves as the focal point for daily activity for students, staff, faculty, alumni and visitors. The Marshall Student Center seeks to add another dimension to campus life by providing programs, events, services and other extra-curricular activities to add to the overall experience at USF. It is the place to meet with friends, relax and unwind between classes and study sessions. It's where one can go grab a bite to eat, get involved in student organizations, play a game of pool and much more.

The offices and activities housed in the Marshall Student Center provide many of the social activities on campus. From Patio Tuesdays to concerts and shows to community service projects, the Center for Student Involvement and the Office of Student Programming have plenty of activities for the campus to enjoy. Whether it's the Campus Activities Board, the Office of Greek Life, the Center for Leadership Studies, the Center for Civic Engagement and Volunteerism, Homecoming, Student Government or the Office of Multicultural Affairs, there are many social and educational activities to enjoy on campus. Many events take place throughout the Marshall Student Center and MLK Plaza.

On the first floor is the Tampa Room Food Court. With a variety of offerings including pasta, pizza, Chick-Fil-A, sandwiches, salads and sushi, the Tampa Room is a great stop on campus. Other dining venues in the Marshall Student Center include Einstein Bros. Bagels, Freshens Smoothie Company and the fourth floor, all-you-can-eat buffet, "On Top of the Palms" restaurant.

For other diversions, visitors can stop by Centre Gallery, a student run art space with various exhibits throughout each semester. There is also the Games Room with billiards, a TV corner, and video games. The lounge on the first floor features computers for checking e-mail and plenty of space for meeting friends and relaxing.

Also in the lounge is the USF ID Card Center, where students, staff and faculty acquire their university ID cards. A satellite branch of the USF Federal Credit Union is also located on the first floor with teller windows and two ATM's. The first floor also includes STA Travel Agency, a cellular phone kiosk and a box office for ticket sales.

USF Dining Services office is located on the lower level of the Marshall Student Center where students go to sign up for meal plans and declining balance accounts for use at USF Dining Services locations throughout campus.

Through the main doors of the Marshall Student Center is the Information Desk. The Information Desk provides phone numbers, directions, bus route information and more. It is also where the Bull Market desk can be found. The Bull Market is held every Wednesday on Sessum's Mall near Cooper Hall.

The Marshall Student Center offers a wide variety of events, programs and services for the entire USF community. A new 235,000 square foot student center is under construction and will open in summer 2008.

Student Government

Location/phone: CTR 203, (813) 974-2401

Web address: www.sg.usf.edu

Any registered student may apply for membership in Student Government (SG) which consists of over 150 elected, appointed, and hired student leaders. SG is made up of three branches: the Executive (President, Vice President, and Cabinet Officers), Legislative (Student Senate), and Judicial (Supreme Court). SG also employs several Agencies to serve

student needs including SAFE Team, Student Resource Agency, WBUL Radio, and SG Computer Services. Student Government represents all student interests in programs, plans, policies, and procedures of the University and secures student representation to University governance. SG allocates and oversees the Activity & Service Fee Fund (over \$10 million) which supports many student-centered services, programs and activities, such as Marshall Center, Campus Recreation, Campus Activities Board, University Lecture Series, SG Branches and Agencies, College Councils, and over 150 student organizations. Student Government strives to assist students with all student issues, so please take the time to get to know your Student Government and find out how they can serve you.

Office of Greek Life

Location/phone: CTR 006, (813) 97G-REEK (4-7335)

Office Hours: Monday & Thursday, 9 a.m. – 7 p.m., Tuesday & Wednesday, 9 a.m. - 9 p.m. and Fridays 9 a.m. – 5 p.m.

The Office of Greek Life advises and works with the almost 40 social/service based fraternities and sororities and their respective governing councils in areas of programming, leadership development, recruitment/intake, new member education and self-governance.

Office of Multicultural Activities (OMA)

Location/phone: CTR 254, (813) 974-5111

Office Hours: Monday through Thursday, 8 a.m. – 11 p.m. and Fridays 8 a.m. – 5 p.m.

OMA helps to advance the cultural competence of students through the art of cultivating interpersonal and cross-cultural relationships. By way of community building, diversity awareness programming, advising, advocacy and global leadership, OMA provides inclusive and holistic development for ALL USF students.

Office of Student Programs

Location/phone: CTR 259, (813) 974-1001

Office Hours: Monday through Friday, 9 a.m. – 5 p.m.

The Office of Student Programs offers students, faculty, staff, alumni, and community members the opportunity to have unique on-campus experiences. The variety of student-run programs offered helps the campus community to see and hear things they would not otherwise encounter. To accomplish this goal, the office is dedicated to programming diverse social, cultural, artistic, recreational, and school-spirited events. The areas that comprise the Office of Student Programs are: Basement Band Series, Campus Activities Board, Centre Gallery, Homecoming Steering Committee, and University Lecture Series. The types of events planned by these areas include concerts, comedy shows, movie screenings, art exhibits and receptions, hypnotist shows, and many more. These events range in size from small, intimate settings to large arena shows.

Center for Civic Engagement and Volunteerism

Location/phone: CTR 014, (813) 974-5053

Office Hours: Monday through Friday, 8 a.m. – 5 p.m.

The Center for Civic Engagement and Volunteerism provides opportunities for student to participate in community service, service-learning and civic leadership programs. Through these programs, the Center provides opportunities to connect to the community, gain real-life experience, learn intellectually, socially and emotionally and gain leadership skills.

Center for Student Involvement

Location/phone: CTR 215, (813) 974-7595

Office Hours: Monday through Friday, 8 a.m. – 6 p.m.

The Center for Student Involvement is THE place students to learn about opportunities to get involved in campus life. Through activities, programs, events, workshops, and courses,

CSI provides opportunities to learn intellectually, socially, and emotionally as part of the student life experience at USF. Departments comprised mainly of students plan and execute a variety of programs including lectures, concerts, and more. Departments include the Office of Student Programs, Center for Civic Engagement and Volunteerism, and student organizations. With hundreds of ways for students to be involved, visit the CSI website for more information at www.involvement.usf.edu.

Center for Student Leadership Development

Location/phone: CTR 215, (813) 974-0111

Web Address: www.studentleader.usf.edu

Office Hours: Monday through Friday, 8 a.m. – 5 p.m.

This department is dedicated to enhancing each student's capacity and aspiration for leadership. Students who participate will learn valuable life and professional skills that will better prepare them for all their future aspirations. Opportunities include workshops, conferences, peer education, courses for credit, and individual or group trainings. Students can become "Certified Student Leaders" which will signify to future employers or graduate schools that they have been trained and are prepared to be valuable assets to any team or initiative. Visit the Center to find out how to maximize your leadership potential.

Campus Recreation

Location/phone: Northwest of the Sun Dome, (813) 974-3177.

The Campus Recreation Department is designed to provide opportunities for participation in a wide variety of sports and recreational activities for the entire University community.

The Campus Recreation Department offers five distinct divisions: informal recreation, outdoor recreation, intramurals, fitness/noncredit instruction, and sports clubs. The informal recreation division administers all recreational facilities. The division assists groups in reservations and ensures availability of recreational facilities for informal, drop-in use. Facilities include indoor and outdoor pools, gymnasiums, weight room/activity rooms, tennis courts, racquetball courts, intramural fields, and jogging trail.

Through the fitness/noncredit instruction division, students have the opportunity to take a wide variety of noncredit classes ranging from aerobics to scuba. Also, the Campus Recreation Center offers the opportunity to work out in a state-of-the-art weight room as well as participate in racquetball on six 4-wall courts.

The Outdoor Recreation Division offers students the opportunity to become involved in adventure trips (hiking, canoeing, camping, etc.) as participants or as group leaders. The division also administers a fully equipped outdoor rental center and resource center. In addition, the division is responsible for the USF Riverfront Park, a complete riverfront recreational site located on the Hillsborough River, which includes a ropes/challenge course, primitive camping, and a disc golf course.

The Intramural program offers competitive and recreational tournaments in a variety of sports and recreational activities. The activities represent a broad selection of sports and include individual, team, and aquatic sports.

The sports clubs program supports a wide range of student-organized groups. The sports clubs provide for instruction, recreation, and competition in various sports activities.

Injuries occurring in any of the Campus Recreation programs are not covered by the University or the Campus Recreation Office.

Information about any of the above activities can be found at the USF Campus Recreation Center, located directly northwest of the Sun Dome, or by calling 974-3177. The department's website is: www.usf.edu/campusrec.

Student Publications

The University encourages a program of campus communication through a publication staffed by students under the general supervision of the Office of Student Publications. The

publication is all-University in approach and coverage. A tabloid campus newspaper, the *Oracle*, is published five times weekly, Monday through Friday during the Fall and Spring, and two times weekly, Monday and Thursday, during the Summer. Containing 12 to 20 pages in each issue, it provides professional experience for those students interested in print and multimedia journalism.

Interested students are invited to apply for staff positions on the publication.

Standards and Student Judicial Procedures

Standards of Conduct

Just as the University maintains high standards of academic performance, the members of the University community support high standards of individual conduct and human relations. Responsibility for one's own conduct and respect for the rights of others are essential conditions for the academic and personal freedom within the University community. Self-discipline and sensitivity to the rights and interests of others are the principal elements of the University Student Code of Conduct. The Student Code of Conduct sets forth a foundation of values that represent a standard of expected behavior both inside and outside the classroom. *The University reserves the right to deny admission or refuse enrollment to students whose actions are contrary to the purposes of the University or impair the welfare or freedom of other members of the University community.*

Students have often asked for advice on standards of dress and personal appearance. The University does not have a formal dress code but campus attire is expected to be appropriate for the activity in which the individual is engaged.

Judicial Procedures

Student judicial procedures are followed when a student fails to exercise his/her responsibility in an acceptable manner or commits an offense as outlined in the student handbook (<http://www.sa.usf.edu/srr>). The University disciplinary procedures afford students the opportunity to participate in discussions of the matter and to present information in one's own behalf, to seek counsel in one's own best interest, and the right of appeal. Students are entitled to participate in the development of standards of conduct supporting their interests in the purpose of the University. The University Judicial procedures are described in the student handbook.

For Non-Academic Grievances: In order to assure students the right to redress of grievances, the Office of the Vice President of Student Affairs is responsible for a grievance procedure involving non-academic matters. Any student may file a question, complaint, or statement of grievance in the Office of the Vice President of Student Affairs, in person or in writing. A course of action or other answer will be given by the Office of the Vice President of Student Affairs, as soon as possible.

For Academic Grievances: Students should follow the academic grievance procedure.

OTHER STUDENT SERVICES

Intercollegiate Athletics

USF fields 18 intercollegiate sports for men and women, all at the NCAA Division I level. In men's competition, USF has baseball, basketball, football, soccer, cross country, outdoor track, golf and tennis. Women's competition includes basketball, softball, tennis, golf, cross country, indoor and outdoor track, sailing, soccer and volleyball.

USF joined the Big East Conference on July 1, 2005 and now competes with prestigious universities including Connecticut, Cincinnati, DePaul, Georgetown, Louisville, Marquette, Notre Dame, Pittsburgh, Providence, Rutgers, St. John's, Seton Hall, Syracuse, Villanova and West Virginia.

We are excited about the addition of our new 104,000 square foot Athletic Training Facility, which opened in the spring of 2004. The Sun Dome, opened for the 1980-81 basketball season, is a unique and dynamic multipurpose facility. Lighted stadiums for the school's softball, baseball, soccer, and track teams provide pleasant conditions for both the athletes and the spectators. The school also has an 18-hole championship golf course, and varsity tennis courts. The Bulls football team competes in Raymond James Stadium, a state of the art facility opened in 1998 and shared with the Tampa Bay Buccaneers. USF students receive free admission to all regular season competitions and are offered free bus transportation from the Marshall Center to the stadium for all home football games. Buses return to USF at the end of the game.

University Bookstores

The on-campus bookstores are owned by the University of South Florida and operated by Barnes & Noble College Bookstores, Inc. The primary function of the university bookstores is to extend services to the students, faculty, staff, alumni and visitors of the university. The USF Bookstore and the Health Sciences Bookstore are located on the Tampa Campus. The St. Petersburg Campus Bookstore is located on the St. Petersburg Campus. VISA, MasterCard, Discover and American Express are accepted at all stores. The USF Debit Card may also be used for purchases in the Tampa Campus store.

The USF Bookstore & Cafe

Location/phone: On Martin Luther King Plaza between the Marshall Center and the Student Services Building. Customer Service: (813) 974-2631

Usual Hours: Monday through Thursday from 8:00 a.m. - 7:00 p.m., Friday from 8:00 a.m. - 5:00 p.m. and Saturday from 10:00 a.m. - 4:00 p.m. Extended hours and additional registers open at the beginning of each term.

Web address: <http://sftampa.bkstore.com>

The bookstore offers a wide variety of books and merchandise including: all course-required supplies and textbooks; a complete selection of writing implements, folders, paper and other class supplies; a wide selection of fiction, nonfiction and magazine titles; college clothing; class rings; imprinted souvenirs and gift items. The Main Bookstore at the Tampa Campus also features a full service café proudly serving Starbucks products. Visit the café for lunch or a coffee break.

Personnel are available to assist customers in finding and/or ordering course texts and general books. A continuous Buyback Program offers a source for cashing in used textbooks. We also provide an on-line store for textbook reservations and/or delivery for every semester.

Health Sciences Bookstore & Cafe

Location/Phone: Medical Center (MDC 1050), (813) 974-4984

Usual Store Hours: Monday through Friday from 7:30 a.m. to 5:00 p.m. Extended hours at the beginning of each term.

Usual Cafe Hours: Monday through Friday from 7:30 a.m. to 2:00 p.m.

Web address: <http://usfhsc.bkstore.com>

Store features medical textbooks and equipment, professional apparel, USF-imprinted clothing, greeting cards, balloons, gifts, candy, snacks, cold drinks and other items.

St. Petersburg Textbook Store

Location/Phone: Coquina Hall (COQ 101) on the St. Petersburg USF Campus, (727) 553-1141

Usual Hours: Monday through Thursday 9:00 a.m. to 6:00 p.m. and Friday from 9:00 a.m. to 5:00 p.m. Extended hours at beginning of each term.

Web address: <http://usfstpete.bkstore.com>

The USF Bookstore at the St. Petersburg campus offers textbooks for St. Petersburg classes, general books, clothing, greeting cards, gifts, school supplies and a variety of general merchandise items.

St. Petersburg Bookstore

Location/Phone: Campus Parking Garage (FPF), (727) 873-2024

Usual Hours: Monday through Saturday 8:00 a.m. to 9:00 p.m. and Sunday from 12:00 p.m. to 7:00 p.m.

This USF Bookstore offers a large selection of general books and a cafe serving a selection of lunch and dessert items, as well as, StarBucks products.

Lakeland Bookstore

Lakeland students purchase their books on-line at www.bookstore.usf.edu or from the link on OASIS. Buyback dates are scheduled at the end of each semester.

Sarasota Bookstore

Location/Phone: 6301 Tamiami Trail, (941) 355-5252

Usual Hours: Monday through Thursday 9:00 a.m. to 5:00 p.m. and Friday from 9:00 a.m. to 3:00 p.m.

Web address: <http://usfsarasota.bkstore.com>

The USF Bookstore at the Sarasota campus offers textbooks for Sarasota classes, general books, clothing, gifts, school supplies and a variety of general merchandise items.

USF Dining Services

Great Food on Campus

No matter what you are looking for, USF Dining Services has all kinds of great places for you to eat on campus! Save time and money by opening a dining plan or Declining Balance account. Visit www.usfdining.com or come by our Sales Office (lower level of the Marshall Center) for more information.

All-You-Care-To-Eat Dining

Fresh Food Company (Argos Center) – Offers unlimited servings from stations such as American Diner, Mediterranean Kitchen, Fresh Produce, and Accents. There is no kitchen - all stations feature exhibition-style cooking using only the freshest of ingredients!

The Bulls Den Cafe (Andros Center) – Offers unlimited servings of home-style foods, grill items, pizza, salads, and desserts. Try out our late night breakfast buffet!

On Top of the Palms (Marshall Center 4th Floor) – A sophisticated dining restaurant with a gorgeous view of the campus. Offers buffet selections, carving station, exhibition cooking, plated entrees, and assorted desserts. Students welcome - get a discounted rate with Flex Bucks or Declining Balance.

A La Carte Dining

Tampa Room (Marshall Center 1st Floor) – Choose from selections at Montague's Deli, Chick-fil-A, Bène Pizza and Pasta, SUSHI, and an Asian rice bowl concept.

Einstein Bros. Bagels (Marshall Center 1st Floor) – A national bagel brand offering bagels, sandwiches, Bagel Dogs, salads, desserts, and more.

Freshens Smoothie (Marshall Center 1st Floor) – Popular for ice cream and juice smoothies – all made with fresh fruit. Now serving Hebrew National hot dogs with your favorite toppings.

Burger King (Sessums Mall) – Get any of your favorite grilled sandwiches without leaving campus!

Starbucks (Library) – A popular coffee chain offering coffee, espresso, tea, and pastries.

COBA Café (College of Business) – Grab a cup of joe, a smoothie, or pastries at the Java City or a sandwich from our brand new Boar's Head Deli.

Subway (Cooper Hall) – Get any of your favorite Subway subs right here on campus!

C3 Convenience Store / Ben & Jerry's (Andros Center) – Full convenience store for all of your grocery needs including beverages, snacks, frozen foods, dry goods, bulk candy and more! Or get a scoop of Ben & Jerry's famous ice cream!

Express Shop (Engineering) – Offers a variety of grab-n-go items such as sandwiches, salads, sweet and salty snacks, and beverages.

Health Sciences Café (Health Science Bookstore)– Starbucks specialty coffee, including espresso, cappuccinos, iced coffees; now serving Boar's Head deli and soups, Fresh Market Smoothies, grab-n-go sandwiches and salads and more.

Sales Office

Marshall Center Lower Level, Room 40

Start a dining plan, open or add to declining balance, or to ask questions.

(813) 974-4499 phone

(813) 974-3434 fax

NOTE: Information is subject to change. For the latest updates and hours of operation, please visit our website at www.usfdining.com.

USF I.D. Card

The USFCard is the official I.D. card of the University of South Florida. It provides electronic verification and validation for a variety of University services and functions. University policies require that all student, faculty and staff members carry the USFCard while on campus. Students may be denied services if they do not have one. The USFCard may also be used to make purchases from on-campus copiers, snack and vending machines equipped with card readers. Value can be added to the vend stripe at Cash-to-card machines located around campus. If a student has an account with the USF Federal Credit Union, the USFCard can be used as an ATM card. For additional information: <http://www.auxsvc.usf.edu/usfcard.html>