

STUDENT SUPPORT OFFICES AND SERVICES

CAREER CENTER

The central purpose of Career Center is to help students prepare for academic and career success. The center assists freshmen and sophomores with self-assessment, values clarification and occupational data to help them make informed choices of academic majors. The Career Center also provides opportunities for internships and discovering the relationship of skills acquired to the broader work world. The Career Center helps graduating seniors translate their academic achievements, co-curricular activities and work experiences into successful job campaigns or graduate school applications. For more information, visit Career Center on the Internet at: www.uncw.edu/career.

DISABILITY SERVICES

The University of North Carolina Wilmington is open and accessible to students with disabilities. We are committed to providing assistance to enable qualified students to accomplish their educational goals, as well as assuring equal opportunity to derive all of the benefits of campus life. Disability Services has devoted much energy to meeting the requirements of Section 504, Federal Rehabilitation Act, and to the Americans with Disability Act. In addition, this office serves as a full-time advocate for students with disabilities, as well as a resource for faculty, staff and administration. Students needing accommodations should contact the director of Disability Services and provide appropriate documentation of the disability. For more information, please call (910) 962-7555.

MINORITY STUDENT SERVICES

Please see the Institutional Diversity Office in the section on STUDENT LIFE.

UNIVERSITY LEARNING CENTER

The University Learning Center's mission is to help all UNCW students become successful, independent learners. We do this by utilizing peer tutoring support, which provides the unique opportunity for students to learn from their more experienced and successful peers in a collaborative learning environment. All of our peer tutors are faculty-recommended, meet minimum GPA requirements, and engage in a nationally certified tutor training program. Each of our academic support services is free to all UNCW students:

- Writing Services
- Math Services
- Learning Services
- Supplemental Instruction

Call (910) 962-7857 or e-mail ulc@uncw.edu with questions. Also see our Web site for more detailed information: www.uncw.edu/ulc. Learn more about each of these programs below:

Writing Services

Writing Services provides assistance for all UNCW students as they develop and improve their writing skills. We offer one-on-one or small group writing consultations for any academic writing purpose. Writing consultations are non-judgmental and non-evaluative; instead, writing tutors help students identify areas to improve. Students will build writing skills as the tutor guides them through the revision process. Short papers or sections of papers (ten pages or less) can now be submitted online for response (see our Web site for details). Drop-ins are welcome if a tutor is available, but appointments are encouraged.

Students who attend a writing consultation will:

- Be helped with course papers, cover letters, and application essays.
- Work on any stage of the writing process: brainstorming ideas, developing a rough draft, or refining a polished draft.
- Learn about editing, citation, and documentation (MLA, APA, etc.).
- Talk through their ideas and develop a revision plan.

Math Services

Math Services provides assistance for all UNCW students as they develop and improve their math skills. We offer drop-in tutoring in an open learning lab and we support students in all math and statistics courses. Not only are our math tutors experts in the concepts they help students master, but they also understand the anxiety that can accompany learning math. They are sensitive to students' differing levels of math comprehension and are eager to help students develop their math skills.

Students who visit the learning lab can:

- Improve their understanding of math principals and concepts.
- Work with math tutors individually or in small groups.
- Simply ask a math tutor a question or engage in a more detailed consultation.
- Work on computers equipped with software commonly used in math courses.

For questions about math placement, please visit the Department of Mathematics and Statistics.

Learning Services

Learning Services provides all UNCW students assistance in developing the skills and knowledge necessary to succeed through tutorial assistance and study skills consultations. Tutoring is offered in all basic studies courses as well as select upper division courses (see our Web site for details). To request tutoring for a specific course, students must come to our office and complete a request form. Assistance in general study skills is also provided through a one-on-one consultation with a trained study skills consultant. Study skills diagnostic tools are available for students and consultants. To request a consultation, students must come to our office and complete a request form.

Students who work with a learning tutor or study skills consultant will:

- Meet for up to two hours each week.
- Increase comprehension in course content.
- Hone study and test-taking skills.
- Discuss academic goals and develop strategies to achieve them.

Supplemental Instruction

Supplemental Instruction (SI) provides a series of peer lead and course-specific group study sessions several times a week to help students in traditionally difficult courses, including chemistry, biology, physics, and math. SI leaders are trained to work with students on both course content and study skills application – what to learn and how to learn it. All leaders have successfully completed the course they support and “retake” it with the students they tutor, as well as regularly meeting with the professor. Students enrolled in supported courses will be introduced to the SI leader at the beginning of the semester and receive a schedule of sessions within the first two weeks of the class (soon after drop/add). The complete schedule is also listed on our Web site. No advanced registration is necessary.

Students who attend one, some or all sessions:

- Discover appropriate applications of study strategies, e.g., note taking, graphic organization, questioning techniques, vocabulary acquisition, problem solving and test preparation, as they review content material.
- Have the opportunity to become actively involved in the course material for refining learning skills.
- Earn higher course grades and withdraw less often than non-SI participants.
- Interact with other students in a social/learning environment.

UNIVERSITY TESTING SERVICES

University Testing Services provides computer-based and paper-based testing and test proctoring services for UNCW and surrounding communities. Providing quality and professional facilities and services within a confidential environment, the staff strives to insure a testing experience that is fair, efficient, and accessible. Admissions and certification examinations as well as distance learning proctoring services are available through University Testing. Please remember that not all testing programs are administered in the Westside Hall offices; check your testing admissions information for specific reporting locations.

Each national program has testing dates, eligibility, registration and payment requirements that are determined by the testing companies and can be found in registration materials or on their respective Web sites. Accommodated testing is available; however, candidates must submit requested documentation to the testing companies for review. University Testing does not determine available accommodations.

Generally, testing in the Testing Center is by appointment, requires payment in advance, and a valid photo identification is required. Testing programs coordinated by or administered in the Testing Center include: CLEP, GRE, HESI, LSAT, MAT, PCAT, the PRAXIS I and II series, and iBT TOEFL. For additional information or to make an appointment, please call (910) 962-7444, come by our offices in Westside Hall, Room 1021, or visit our Web site at <http://www.uncw.edu/testingservices>.

UNIVERSITY COLLEGE

(<http://www.uncw.edu/uc/>)

All freshmen and undeclared transfer students are accepted to and remain in the University College until they declare their major intentions, usually by the middle of their sophomore year. The University College provides a number of services and programs to assist students in making a smooth transition to their new university academic environment.

UNIVERSITY COLLEGE ADVISING

The University College provides academic advising to all incoming students until such time as they declare their majors. Students are advised either by professional advisors in the University College Advising Center or by University College faculty advisors drawn from the College of Arts and Sciences and the Schools of Business and Education. University College advisors provide their students with guidance and encouragement in selecting courses and deciding on majors, meeting academic requirements, maintaining required scholastic standards, and considering possible career choices. Advisors meet with students as they plan for course registration each semester. University College advisors can provide students with referrals to various specialized support services within the university to assist them in overcoming difficulties, in exploring options, and in achieving academic and personal success. Advisors also monitor their students' mid-semester academic progress and their end-of-semester grades, and work with students who are having academic difficulty. The University College has designed several intervention programs to help students recover from academic failure and to regain academic eligibility. The Successful Educational Achievement Plan (SEA Plan) program, designed for students on academic warning, is based on the negotiation of a contract between the student and the advisor providing for specific course selections, required follow-up meetings, assistance from other academic support offices, or other appropriate actions. A similar summer program is provided to aid those students who have been declared ineligible to continue regular term enrollment.

STUDENT ATHLETE ACADEMIC SUPPORT

The Student Athlete Academic Support program, a joint effort of the University College and the university athletic program, seeks to help student athletes balance the sometimes conflicting demands of academic and athletic responsibilities. The success of the program can be seen in the high grade point averages of UNCW athletes and their high graduation rates.

Once student athletes are admitted to the university, the Student Athlete Academic Support advisors assist them with registration, sequencing and scheduling of required courses, and selection of a major. They also arrange for tutoring assistance and monitor students' grades, class attendance, study habits, and progress toward a degree. Once a student athlete declares a major, the program's advisors continue to monitor academic performance and progress in conjunction with the student's departmental advisor.

Central to the role of this program is the maintenance of a strong working relationship between the program advisors and the university's athletic department and coaches. The advisors are knowledgeable about NCAA and CAA rules that apply to eligibility for practice and competition. They are available for consultation when unusual or difficult rule interpretations are needed. They also play a key role in the athletic-academic certification process for all student athletes.

Student Athlete Academic Eligibility Requirements

The Student Athlete Academic Support program helps to monitor the academic progress of each student athlete as it relates to NCAA, CAA and institutional rules and regulations. The following are examples of rules applying to a student's academic progress:

- Students must be enrolled in no fewer than 12 semester hours (full-time) during the fall and spring semesters to be eligible for practice, competition and financial aid.
- Students must earn or average no fewer than 24 applicable semester hours during a calendar year, of which 18 must be during the academic year.
- The NCAA requires a student athlete to declare a major, or to be taking major courses that lead to a degree, as certified by the dean or an appropriate academic advisor by the beginning of the third year of enrollment.
- Students must declare and be accepted into a major field of study before or during the semester that they complete 45 semester hours of credit.
- Students must meet UNCW and NCAA minimum cumulative grade point averages in order to compete.
- In order to determine athletic eligibility, all student athletes must be approved through the NCAA Initial-Eligibility Clearinghouse.

A number of other policies affect a student athlete's participation in a sport. Additional information can be found in the *Student Athlete Handbook*.

UNIVERSITY STUDIES

The University College coordinates and presents several special course offerings to assist students in making a successful adjustment to college life, developing research skills, and enriching their educational experience.

Freshman Seminar

The Freshman Seminar course provides freshmen with an introduction to UNCW. The course is designed to support the mission of University College. Academic and affective performance objectives assist students in making a successful transition to university life, developing sound study and problem solving skills, and engaging in career exploration and research. Developing mentor relationships with instructors and academic advisors is also emphasized and connections to UNCW support services are established. The atmosphere within this small class setting is one of open communication, mutual respect, and celebration of the diversity of the university community.

Learning Communities (LC)

First-year students have the opportunity to participate in a Learning Community during their first semester at UNCW. A Learning Community is a group of students enrolled in two or three classes together. These clustered courses are organized around common themes or skill acquisition.

Cornerstone Learning Communities are housed in UNCW's state-of-the-art residence hall, Cornerstone. This living-learning program allows students to select a LC consisting of three integrated courses, and to reside with their classmates. Students in this program attend their LC classes in classrooms located in Cornerstone. The courses are appropriate for first-year students, and the program is designed to aid students in their transition to college. Cornerstone Learning Communities foster strong connections between students, faculty and advisors. The learning experience is enhanced by supplemental programs in the residence hall.

Freshman Seminar Learning Communities connect fall semester freshman seminars with designated basic studies courses. This 5-6 credit hour module facilitates the development of problem solving skills and cognitive strategies within the context of a specific course topic or theme. It provides an opportunity to apply freshman seminar skills directly to the shared basic studies course. It also emphasizes the formation of student support systems with peers, academic advisors, and UNCW services. Freshman Seminar Learning Communities provide students an opportunity to increase intellectual acuity while exploring issues critical to their long-term success.