Student Services

Academic Counseling Center

• See University College.

Academic Standards

• See University College.

Academic Tutoring

• See Tutoring and Academic Skills Services (TASS) in University College.

Accessibility Services

• **Services for Students with Disabilities**
  • Office: LC 312
  • Telephone: 801-863-8747

The Accessibility Services Department serves Utah Valley University students and the community by providing access to the campus and curriculum for individuals with disabilities to facilitate, support, and encourage their academic success, their retention and ensure their academic rights. Services are available to students who have documentation substantiating various conditions (including a physical, psychological, or learning disability) and may include: sign language interpreting, testing accommodations, text in audio format, note taking, adaptive equipment, transfer of printed material to Braille, and other individualized services.

Alumni Association

• Office: AL 003
• Telephone: 801-863-8179

The purpose of the UVU Alumni Association is to create lasting relationships between students, alumni and friends of the University for the advancement of the University.

The UVU Alumni Association provides benefits and support for over 200,000 UVU alumni, and is responsible for many services, like publishing UVU Magazine, providing benefits programs, Alumni Awards, Founder’s Day, the Family Fun Fair, Homecoming and other similar offerings. In addition, the Alumni Association maintains its home page at uvualumni.org, where both students and alumni can access various services of the association through the online community.

The UVU Alumni Association also sponsors the Student Alumni Association, which is involved in hosting important events and activities on campus, and at regional and national conferences. In addition, they are involved in service projects and annual student giving campaigns. Membership in the Student Alumni Association is open to all students, and applications for the Student Alumni Board are accepted during spring semester. For more information about this and other Alumni related topics, call 801-863-8179.

Bookstore

• Located: SC 102
• Telephone: 801-863-8641
• Hours:
  • Monday - Thursday 7:30 a.m. - 6 p.m.
  • Friday 7:30 a.m. - 5 p.m.
  • (Fall and Spring semesters only)
  • Monday, Friday 8 a.m. - 5 p.m.
  • Tuesday, Wednesday 8 a.m. - 6 p.m.
  • (Summer semester only)
  • Closed Sunday and Campus Holidays

The bookstore is open each weekday to serve the students, faculty and staff of UVU. At the bookstore you will not only find your required text books for rent, purchase or e-book, but also everything else you will need for your college career: school supplies, computers, i-Pads, iPods, academically-priced software, general reading materials, reference books, candy and sundry items, and UVU apparel, insignia items, gift cards.

Campus Connection

• Located: SC 106f
• Telephone: 801-863-8797
• Hours:
  • Monday - Thursday 8 a.m. - 8 p.m.
  • Friday 8 a.m. - 5 p.m.
  • Saturday 9 a.m. - 2 p.m.
  • Holiday hours may vary
Student Services

Campus Connection is the place to go to get your UVU OneCard/UVU Plus Card (Student ID) and information on all student activities sponsored by or held at the Utah Valley University Campus along with the following services:

**UVU OneCard/UVU Plus Card**

The card will allow discounted access to most student activities and athletic events. The card allows free access to library book checkout, PE Issue Room, and athletic facilities. It also offers discounted entrance into selected community events, activities, and dances. Student fees entitle each student to one UVU OneCard for the duration of his/her enrollment at UVU (minimum of 5 years). Students should save their cards even if they skip a semester or a year or two, because the card is automatically validated when registration is paid. Replacement cards (lost, stolen, broken or name changes) are $15.

UVU PlusCard is everything the UVU OneCard is PLUS it becomes your UCCU Debit Card all in one. Just go to uvu.edu/campusconnection to learn more.

The UVU GreenBucks Account is a debit account made available for students to deposit funds at Campus Connection or online at onecard.uvu.edu (VISA, MasterCard, and Discover cards are accepted to put money on the UVU OneCard). With these funds on their card, students can make purchases on campus for food, books, postal services, and special event tickets. When the UV GreenBucks is used in Dining Services, students receive a 5% discount. There is also a meal plan available that gives 10% off on all meals from Dining Services for $300. For more details, call Campus Connection 801-863-8797 or go to SC 106f.

**UTA Transit Pass**

Students are also eligible to receive a UTA Transit Pass for a fee. (Price may vary due to UTA rate increase.) Patrons must be registered for classes of the current semester AND have a UVU ID Card before purchase can be made at Campus Connection or renewed online through myUVU. Replacements cards will be charged the same activation fee.

**Other Services**

Tickets and SmithsTix for various Campus and community events; UTA Bus Passes; Faxing domestic and international; campus lost and found; general information. See uvu.edu/campusconnection for more up to date information.

**US Post Office**

- Located: SC 104
- Telephone: 801-863-6067
- Hours:
  - Monday - Thursday 8 a.m. - 8 p.m.
  - Friday 8 a.m. - 5 p.m.
  - Saturday 9 a.m. - 2 p.m.
  - Mail pick-up:
    - Monday - Friday 2:45 p.m.
    - Saturday 12:45 p.m.

The US Postal Service is also available across the hall from Campus Connection. Stamps (singles, books, and rolls), Packaging Products, Express, Priority, Media-Mail, Bound Printed Matter, Global Priority, Global Express, Global Air Mail, Registered, Certified, Delivery Confirmation, and so forth, are available. Cash, Check, Credit, Debit Cards and UV GreenBucks are accepted.

**Campus Recreation & Wellness**

- Located: SL 213
- Telephone: 801-863-5553

The Department of Campus Recreation & Wellness includes recreational portion of the Student Life & Wellness Center (SLWC), SLWC bowling alley/gaming center, The Project Climbing Wall, and Wellness Programs, Intramurals & Club Sports, Rodeo and Outdoor Adventure Center departments.

Through our various services and programs, we offer a variety of recreational and health opportunities for UVU students and staff. Our mission is to enrich the quality of life for students, faculty and staff by providing a broad range of recreation, wellness, and student engagement opportunities that complement the academic experience. We actively promote the pursuit of a balanced, healthy lifestyle to our diverse university community.

**Career Development Center**

- Office: LC 409
- Telephone: 801-863-6364
- E-mail: careerdevcenter@uvu.edu
- Web: uvu.edu/cdc
- Hours:
  - Monday - Friday 8 a.m. - 5 p.m.

The Career Development Center consists of career services and the CareerPassport and National Student Exchange programs. As a center we enhance individual career success and employment potential by fostering community, national and global relationships. Our services engage students and alumni in exploring and preparing for professional pursuits with the express purpose of empowering them to achieve their unique life goals.

Our services include access to:

- Handshake at uvu.edu/cdc for students and employers (online job posting, job search, submitting resumes, scheduling interviews, etc.)
- Off-campus full-time, part-time, summer and temporary job openings and internships
• Counseling on career planning and preparation
• Training and online workshops on writing resumes, interviewing, networking, negotiating and more
• Labor market, salary and career employment information
• Career Lab walk in hours 9 a.m. - 4 p.m., Monday - Friday
• Job Search Strategies
• Interview Preparation/Mock Interviews
• Career & Internship Fairs
• Part-Time Job Fairs
• Local, national and international employers recruiting on campus
• Group and class presentations on career related topics
• Career resiliency
• Career options for different majors

CareerPassport Program

• Director: Sue Stephenson
• Office: LC 409Q
• Telephone: 801-863-6219
• E-mail: sue.stephenson@uvu.edu
• E-mail: careerpassport@uvu.edu
• Web: uvu.edu/careerpassport

CareerPassport is an engaged career preparation program through the Career Development Center with the goal of encouraging students to actively participate in career preparation early while working towards a degree at UVU. The program addresses the individual career preparation needs of students at any stage of their academic experience through participation in expanded career activities and events. The CareerPassport Program is a free, non-graded program available to all students on campus. All self-selected activities and assignments that are completed and submitted through Canvas are evaluated by a career professional providing current, relevant feedback and direction.

CareerPassport participants may earn the Professional Career Engagement distinction (PCE) by actively integrating and applying career preparation activities and experiences to their major coursework. The Professional Career Engagement distinction is awarded upon successful completion of PCE track requirements.

STEPS TO COMPLETE

• PCE Application
• PCE Graduation Application
• PCE Graduation Interview and Testimonial Video

PROFESSIONAL CAREERS ENGAGEMENT DISTINCTION

Core Requirements

• Informational Interview
• Job Shadow
• Career & Internship Fair
• Internship
• CareerPassport Lecture Series of Career “Hot Topics” Series
• Career Networking
• Career Development Retreat

30 Additional Activities (Dispersed among All Four Career Development Stages Listed Below)

• Self Discovery
• Career Exploration
• Career Preparation
• Career Readiness

Center for Global and Intercultural Engagement

• Office: WB 147
• Telephone: 801-863-8342
• E-mail: cgie@uvu.edu
• Web: uvu.edu/cgie

The Center for Global and Intercultural Engagement (CGIE) supports the University efforts to prepare globally competent citizens. To accomplish these objectives, CGIE collaborates closely with colleges, schools, and other units across campus to create a community of students, staff, and faculty that share multicultural and international knowledge, attitudes, experiences, and efforts. We are committed to fostering an inclusive atmosphere for all students and to preparing them for an increasingly complex, diverse, and globalized society. CGIE is comprised of four programs.

1. International & Multicultural Studies (IMS): These programs support and facilitate international study programs, study abroad, international internships, student exchanges, travel resources, global and multicultural faculty training, cultural excursions, and student workshops. The programs include the Global Spotlight Program, mentored research programs, and other engaged learning opportunities for students. IMS also is the primary provider of facilitation, training, and support for the Global/Intercultural Graduation
Requirements. This requirement enables all UVU students to gain critical exposure to issues related to cross-cultural appreciation and understanding. IMS is also committed to inclusive teaching practices and approaches that enhance the learning of students from a variety of backgrounds and cultures.

2. Multicultural Student Services (MSS): Our programs provide a full range of support services targeting historically underrepresented populations with an eye toward inclusion of all students across campus. The mission is to promote educational opportunities and intercultural enrichment for diverse students and the wider campus community. Our programs aim to nurture student achievement and develop relationships that support student success, academic growth, retention, and completion of educational programs. Services include general academic advising, registration and financial aid help, student leadership programs, multicultural club advisement and support, academic and social events, and initiative programs that provide specific resources for Latino, LGBT, Native American, and Pacific Islander student populations.

3. International Student Services (ISS): Our programs provide advisement and support on visa, employment, and academic issues for UVU’s international student population. Students with questions regarding immigration, visa, or related issues may visit one of our advisors in LA 114. ISS activities including orientations each semester for all new international students, managing the federally mandated Student and Exchange Visitor Information System (SEVIS) to ensure that all international students at UVU are legally “in status,” and providing a variety of services designed to promote the academic success of our international students.

4. International Affairs & Diplomacy (IAD): Our office advances UVU’s presence and reach in the international community through cultural exchanges, diplomatic visits, economic development partnerships, and other related activities. Programs include the hosting and connecting international dignitaries including heads of state, ministers, ambassadors, business, educational, and religious leaders.

The Center for the Advancement of Leadership

- Director: Belinda S. Han, MA
- Office: LC 302
- Telephone: 801-863-6466
- E-mail: cal@uvu.edu

The LEAD Program

The Center for the Advancement of Leadership (CAL) provides a variety of leadership development opportunities for the Utah Valley University community. The LEAD Program serves as one of the most notable leadership opportunities within CAL. The LEAD Program allows students a customizable leadership development journey for UVU students. Whether students are majoring in physical therapy, business, engineering, law, emergency services, biology, aviation, or any other degree or program, the LEAD Program is designed for students who wish to advance their personal, interpersonal, organizational and/or civic leadership skills while pursuing their degrees and programs.

The LEAD Program focuses on four key aspects of personal development (Learn, Engage, Acquire, and Discover). Together, these four aspects ensure leadership growth concurrently in both the personal and professional arenas.

At the completion of the first year of the LEAD Program, students can earn a “Standard Certification in Leadership Development” on their transcripts.

At the completion of the second year of the LEAD Program, students can earn a “University Distinction in Leadership Development” on their transcripts.

Beyond this, community mentors are matched with students to help students grow and develop throughout their experience with the LEAD Program.

All students are invited to preview the program by visiting our website at uvu.edu/leadership, attending our monthly Master Mind meeting the first Monday of each month (SC 206), or visiting the CAL office in LC 302 (801-863-6466). Applications for the program typically open in late November and close in early February of each academic year (contact the office for specific dates).

Care about Childcare at Utah Valley University

- Coordinator: Joyce Hasting
- Office: EE 009
- Telephone: 801-863-8557
- Web: uvu.edu/cac

Care about Childcare at Utah Valley University is a resource and referral agency for parents, providers, caregivers and the community. Parents who are seeking child care in Utah, Juab, Summit or Wasatch counties may receive a free personalized list of available child care by calling the referral line at 801-863-8631, toll free 1-800-952-8220 or log onto the website at uvu.edu/cac. CAC at UVU provides technical assistance to students, parents and the community about child development and child care. CAC at UVU also teaches approved professional child care courses to child care providers and caregivers. The program also offers grants, program coaching and technical assistance to center and family based child care providers. All of their services are offered in both English and Spanish.

Dean of Students/AVP Student Life

- Alexis Palmer
- Office: SL 201
- Telephone: 801-863-8311

The Dean of Students is committed to providing a growth enhancing environment in which all Utah Valley University students learn and develop to their fullest potential. Student Life at Utah Valley University promotes the psychological, physical, intellectual, occupational, spiritual and ethical wellness of all students, engages students socially, encourages civic involvement, and provides opportunities for experiential learning, leadership, and wellness through collaboration with the campus and community.

Dining Services

- Office: SC 201
- Telephone: 801-863-8664
The Dining Services Department is operated by and under the direction of Auxiliary Services in the Sorensen Student Center. The mission of the department is centered to students and their dining enjoyment and benefit.

The Student Center has two Food Courts with options that are plentiful and a variety of branded retail food options that offer the perfect place to stop for a satisfying meal at an affordable price.

Food Court - First Floor

- Costa Vida: Fresh Mexican grill serving Burritos, Salads, Tacos, Desserts and more.
- Subway: Fresh Submarine Sandwiches.
- Pizza Hut Express: Pizza served hot out of the oven, Pasta, Salads and Desserts.
- J Dawgs: Gourmet Hot Dogs. All natural meat, a homemade sauce and locally milled buns.
- Cupbop: Korean BBQ
- Fishbone Sushi: A variety of Sushi.
- Sodalicious: Flavored Soda’s.

Food Court - Second Floor

- Chick-Fil-A: Chicken Sandwiches, Strips, Wraps and many items on the Breakfast menu.
- Panda Express: From Orange Chicken to their health-minded Wok Smart selections.
- Farr’s Fresh & Incredible Edibles: Breakfast, Sandwiches, Paninis, Salads, Grab ‘n’ Go options along with a variety of Farr’s Fresh Ice Cream and Yogurts.

Both locations offer a relaxed and unique atmosphere for students, faculty and staff.

Other Food Service Locations on Campus are:

- Mom Fulton’s Café is located in the Library and features Starbucks Coffee selections, gourmet Sandwiches, Soup and Grab-and-Go meal options.
- Jamba Juice, Taco Bell and The Green Line Café are located at the intersection of the PE Hallway and the Student Life and Wellness Building
- Guru’s Café is located in the Classroom Building where you can enjoy a sit down meal of Pizza, Salads, Sandwiches, Soups, Wraps, Pasta’s, Breakfast and more.
- The Roll Up Café is located in the Computer Science Building, 4th floor offering a variety of Sweet & Savory Crepes, along with Salads and Paninis.
- The Trades Café is located on the third floor of the Gunther Trades building and has what you need to fuel you for your day, including Drinks, Fresh Fruit, Salads and Pastries.

Please check Dining Services website at [uvu.edu/dining](http://uvu.edu/dining) for more exact operating hours of all locations and updated menus and meal options.

First-Year Experience (FYE)

- Office: LC 405
- Telephone: 801-863-4000
- E-mail: success@uvu.edu
- Web: uvu.edu/firstyear

UVU’s First-Year Experience (FYE) program is designed to help new students make a smooth and successful transition to college life. Participation in the following FYE programs will help students build a foundation of success:

- Orientation
- Freshman Reading Program
- Freshman Convocation
- StartSmart
- UVCommit
- Freshman Year-End Celebration
- Learning Communities
- Personalized Academic Advisement

Fulton Library

- Telephone: 801-863-8265
- Fax: 801-863-7065
- Web: uvu.edu/library
- Hours:
  - Fall/Spring
    - Monday - Friday 7 a.m. - midnight
    - Saturday 8 a.m. - 7 p.m.
    - Sunday 1 p.m. - 9 p.m.
  - Summer
    - Monday - Friday 7 a.m. - 9 p.m.
    - Saturday 9 a.m. - 5 p.m.
    - Sunday 1 p.m. - 9 p.m.
- Director: Lesli Baker
- Office: FL 503e
- Telephone: 801-863-8286
Student Services

The Fulton Library has friendly librarians and staff waiting to help! In-person and online research help is available to assist students and faculty with locating the information and resources they need. The Fulton Library houses hundreds of thousands of materials, including books, films, journals, newspapers, audiovisual equipment for checkout, and much more. UVU ID cards are accepted for checking out materials at all college and university libraries in the state. Interlibrary Loan service quickly gets materials not available at the Library from across the United States for free. The Fulton Library is a dynamic space that hosts two computer labs, a family study room, group study rooms, the Writing Center, a visual arts lab, specialized software, a deaf studies lab, the Assistive Technology Center, the Office of Teaching and Learning, the Center for Constitutional Studies, and an art gallery. It is also home to Mom Fulton’s Café and the Bingham Gallery, which contains the Roots of Knowledge stained glass exhibit.

Housing and Residence Life

- Office: SL 214
- Telephone: 801-863-8659
- E-mail: housing@uvu.edu
- Web: uvu.edu/housing
- Hours:
  - Monday - Friday 9 a.m. - 5 p.m.

The Department of Housing and Residence Life provides students with a variety of housing services: housing scholarships, searches, laws, dispute resolution, housing booklet and housing fair. Information concerning local housing options, availability and pricing is available on our website, in the Housing Office, or through email.

Utah Valley University does not own, manage, or approve any student housing on or off campus. The University works closely with local student housing to provide accurate and up-to-date information on all housing options listed within the local area, so that students can choose the most suitable housing while attending UVU.

Should disputes between a Landlord and a UVU Student Tenant arise, a free mediation service is available through the Office Student Conduct and Conflict Resolution located in SL 212b. To schedule an appointment for mediation services, please call 801-863-7237. The Office of Housing and Residence Life does not provide legal counsel regarding housing.

Intramural and Club Sports

- Manager: Dustin LaMont
- Coordinator: Alex gebers
- Office: SL 213
- Telephone: 801-863-5568
- E-mail: dustin.lamont@uvu.edu
- E-mail: agebers@uvu.edu

The Intramural Sports Program is one of the largest co-curricular activity programs that complement the formal academic curriculum. It offers extensive opportunities to currently enrolled Utah Valley University students, faculty, staff and their spouses/partners in a number of competitive and structured activities each year. Participation in the program is voluntary and determined by interest.

Participation can provide one with opportunities to have fun, learn new sports, meet people from other cultures, test one’s physical ability as well as offer a break from routine. Team sports generally take on a league structure and a post-season tournament to determine champions. Special events range from one day to several day tournaments. In most events, skill levels and divisions are established to allow competition for men’s, women’s, co-ed and Mixed teams at various skill levels.

The Intramural Sports program strives to provide programming for all levels of ability and experience. Our aim is to serve the recreational needs of the majority of the student body and not just the athletic minority.

Club Sports bridge the gap between intramural and intercollegiate athletics by providing competition at specialized levels, participation in tournaments, and opportunities to practice. Although some clubs remain solely recreational, most are highly competitive.

UVU Club Sports offers a structured environment to practice and play the game students’ love. Participation in Club Sports allows individuals to engage with the University in a unique way. Club Sports are managed and run by the participants themselves, including coach selection, travel, fundraising, scheduling, practices, and participant development. Club Sports are meant to enhance the individual learning experiences through involvement, commitment, and working in a team setting.

A competitive spirit of fair play and good sportsmanship is encouraged in order to provide all with a wholesome recreational experience. Participants and staff are asked to conduct themselves in a manner consistent with, and in support of, those values set forth by Utah Valley University.

Learning Strategies Support

See Tutoring and Academic Skills Services (TASS) in University College.

Lockers

- Office: FC 100 (Facilities Complex)
- 936 S. 400 W., Orem
- (Next to Parking Services)
- Telephone: 801-863-8130
- Hours:
  - Monday - Friday 7 a.m. - 5 p.m.
Lockers are available for student use in the Gunther Technology Building and are rented through the Facilities/Physical Plant Office. Locker rentals are $5 per semester or $13 per year. This fee is non-refundable. Renewal of lockers needs to be completed before the end of the semester to avoid locker changes and clearance of contents. The renter is responsible for any damages to the locker(s).

Math Lab

See Tutoring and Academic Skills Services (TASS) in University College.

National Student Exchange

- Office: LC 410p
- Telephone: 801-863-6750
- E-mail: sue.stephenson@uvu.edu

National Student Exchange (NSE) is a domestic “study away” experience that fits into university initiatives for globalization and diversity. NSE embodies the overall mission of Utah Valley University by providing meaningful Engagement Opportunities for its students. The National Student Exchange, which is a service within the Career Development Center, provides opportunities for undergraduates, to study for up to one calendar year at another NSE member college or university and pay in-state tuition.

With over 200 colleges and universities from which to choose, students can find a campus that is “custom” to individual degree plans, with just the right combination of courses, facilities, and environment to meet unique personal and academic needs and interests. Spending time at another campus will allow students to grow academically and personally. Students will develop a greater appreciation for the different regions, cultures, and people. NSE extends beyond the borders of the United States to include U.S. territories as well as Canadian provinces. Students participate in order to:

- Broaden personal and educational perspectives
- Explore and appreciate new cultures
- Widen university boundaries
- Take courses not offered at the home campus
- Learn from different professors
- Access courses with different perspectives
- Explore new areas of study
- Experience personal growth
- Live in a different geographic area
- Acquire life skills
- Investigate graduate or professional schools
- Look for future employment opportunities
- Become more mature, independent and resourceful
- Become more mature, independent and resourceful

NSE participants have found their exchanges culturally enriching, academically rewarding, and one of the most significant experiences of their undergraduate education. Since its founding in 1968, more than 100,000 students have had the opportunity to break out of their comfort zone, and experience life from a different point of view.

Students will need a 2.5 cumulative GPA and one-year of university work to join these students who have been placed in life-changing exchange situations which challenged their thinking, expanded their educational and personal experiences, and encouraged them to take healthy risks.

Ombuds

- Office: SL 212b
- Telephone: 801-863-7237

Within the UVU community misunderstandings and disagreements needing resolution occur. The UVU Ombuds is a mediator and resource who is familiar with campus policies, student’s rights and responsibilities, and can help find useful options within these guidelines. In order to serve as a mediator, as opposed to an advocate, the Ombuds neutrally and objectively listens to all problems and works with the parties involved to find a solution. The Ombuds may be used as a resource for help in a variety of difficult situations. The Ombuds can help with:

- University related or personal issues
- Interpersonal conflicts
- Sexual Harassment
- Academic complaints and conflicts
- Housing/Landlord disagreements
- Discrimination complaints
- Grading procedure disputes
- School policy and procedures
- Others

All services are offered free of charge.

Outdoor Adventure Center

- Office: SL 216
Student Services

- Telephone: 801-863-7052
- Web: uvu.edu/oac
- Hours:
  - Monday - Friday 8:30 a.m. - 5 p.m.
  - (fall and spring semesters)
  - Saturdays 8:30 a.m. - noon during winter months
  - Monday - Friday 9 a.m. - 5 p.m.
  - (summer semester only)
  - Saturdays 9 a.m. - 5 p.m. during summer

The Outdoor Adventure Center provides students, staff, faculty and the community an opportunity to learn from the vast outdoor classroom. We offer participants a chance to experience nature while also learning how to protect and preserve the natural environment. Opportunities range from clinics, adventure outings, and afternoon activities. We also offer equipment rentals and retail items that will help get you outside! We collaborate with different academic departments in offering experiential education outside of the classroom, call us today if you are interested in planning an activity for your students. Come in today and let us help with your next adventure. For a list of rental prices visit www.uvu.edu/oac/rentals.

Parking and Transportation Services

- Located: 936 S. 400 W., Orem
- Telephone: 801-863-8188
- Hours:
  - Monday - Friday 7 a.m. - 5 p.m.

Parking permits are required to park anywhere on the UVU main campus and west campus. UVU uses license plate reader technology and assigns a digital permit to your vehicle license plate at the time of permit purchase. Parking permits are available in our office at 936 S. 400 W. or online through the link found at uvu.edu/parking - there is also information on the site regarding parking maps, regulations, and other information to assist you in parking on campus. We can also be contacted by phone at 801-863-8188 Monday through Friday 7 am to 5 pm.

Parking for People with Disabilities

Only those vehicles carrying distinctive (logo) license plates for people with disabilities or temporary/permanent permits obtained from the Utah State Division of Motor Vehicles at 150 E. Center in Provo plus a valid UVU handicapped parking permit shall be allowed to park in stalls for the disabled. If all disabled stalls are full in a given area, those displaying a disabled permit may park in the nearest available stall.

Student and Employee Parking

Students and employees operating vehicles on University properties must adhere to all state, local, and university traffic/parking regulations. To park on campus, students and employees must obtain a valid parking permit from Parking Services. Employees and Students will need to provide their vehicle information e.g. license plate number, make and model before a permit can be issued to them. Permits are not required to park in any employee or student lot after 5 p.m.

Visitor Parking

Visitors operating vehicles on University property must adhere to all state, local, and university traffic/parking regulations. There are three visitor pay lots on campus. The Lakeside Visitor Lot and Admissions Meter Lot are located on the south side of campus, and the Parking Garage is on the north side by the Student Life building. The cost to use the lot is posted at the lot, as well as on the Parking Services website. These lots are pay-by-space parking and each stall is numbered. Pay stations are located in convenient locations in these lots. Payment is required in these pay lots from 5 AM through 10 PM, seven days a week. Payment is required at the time you park at one of the pay stations. If you have any questions regarding parking on campus please contact the Parking Services Office at 801-863-8188.

Physical Education Services (Issue Room)

- PE Services Director: Sam Atoa
- Office: RL 119
- Telephone: 801-863-8567

- Assistant Director: Ashley Iosefa
- Office: RL150 (Issue Room)
- Telephone: 801-863-8628

The Rebecca Lockhart building serves as the home for many Physical Education classes, Intercollegiate Women’s Volleyball, and Men’s Wrestling.

Facilities included are: men’s/women’s locker rooms, one main basketball floor, a single lane indoor track, one aerobic/dance area, a martial arts room, weight room, cardio machines, a motor learn lab, dance rooms, and various faculty/staff offices.

UVU PE Issue t-shirts are used for the Physical Education Facilities. You must have your UVU ID card or valid ID to check out the issue clothing. Lockers are available to rent each semester. For additional information and hours of operation, please refer to the PE issue room (RL 150) or call 801-863-8628.

Printing Services

- Printing
- Located: GT 533
Printing Services provides copying, offset printing, and graphic design services for the UVU community. The primary digital printing production center is located in the Gunther Technology Building, room 516D. A smaller facility is located in the Student Center near the bookstore. Printing Services also operates the Visual Arts Lab located in the Fulton Library. This facility is open to the public but caters primarily to art students. The Visual Arts Lab provides many media and art-related services including digital mat board cutting, laminating, wide format printing, photo mounting, copying, and faxing. The lab also sells a variety of materials and supplies. In addition, lab employees can help students identify and resolve technical issues with their graphics files. Students have access to all of the Printing Services operations except for the offset print shop.

Prospective Student Services

- Located: LC 408
- Telephone: 801-863-8811
- Fax: 801-863-7305
- Web: uvu.edu/futurestudents

The office of Prospective Student Services (PSS) provides future students with the necessary tools, knowledge, and assistance needed to become a student at UVU. Our office coordinates recruitment initiatives and events designed to provide support for new and transfer students. In addition to helping prospective students, PSS establishes positive relationships with high school and junior college counselors and administrators. PSS works closely with the Enrollment Marketing department, coordinating student data management and prospective student marketing publications.

Our office gives campus tours and organizes high school and transfer events. If you would like to schedule a tour, attend an event, or receive additional information about UVU please call 801-863-8811 or visit our website, uvu.edu/futurestudents.

- **Provo adult education**
  - Office: 636 N, Independence Ave., Provo
  - Telephone: 801-374-4840
  - Fax: 801-374-4816

Provo Adult Education offers services to all UVU students who begin their college studies before they have earned a high school diploma. The purpose of PAE is to help students convert college credits into credits that apply toward high school diplomas or prepare to take the GED for the Utah High School Completion Diploma. Any UVU student can participate regardless of age or school district boundaries. Services at PAE include counseling for high school completion, high school level classes, GED testing information and preparation, and skill-building classes.

Sorensen Student Center

- Office: SC 105
- Telephone: 801-863-8612

Located in the heart of the Orem Campus, the Wilson W. Sorensen Student Center represents the center for campus life. The Center provides students, faculty, staff, and guests a setting for informal associations, special events, banquet and workshop facilities, social and cultural activities, and the everyday amenities such as food, books, and supplies. Services and activities provided by the Student Center include the following:

- **Bookstore**
  - Located: SC 102
  - Telephone: 801-863-8641

- **Campus Connection** (VID and proximity card, information, and box office services)
  - Located: SC 106
  - Telephone: 801-863-8797

- **Copy Center**
  - Located: SC 102
  - Telephone: 801-863-8355

- **Dining & Catering Services**
  - Located: SC 201
  - Telephone: 801-863-8664

- **Food Court**
  - Located: SC 111
Student Services

- **Office of Student Affairs**
  - Located: SC 109
  - Telephone: 801-863-6158

- **Ragan Theater** (400 seat facility for multi-purpose event and program functions)
  - Located: SC 216
  - Telephone: 801-863-8612

- **Scoops Ice Cream Shop**
  - Located: SC 103f

- **Student Center Administration & Scheduling**
  - Located: SC 105
  - Telephone: 801-863-8612

- **Student Health Services** (medical services, mental health therapy)
  - Located: SC 221
  - Telephone: 801-863-8876

- **U.S. Postal Services**
  - Located: SC 104
  - Telephone: 801-863-6067

- **Utah Community Credit Union**
  - Located: SC 101j
  - Telephone: 801-223-7595

- **Volunteer & Service Learning Center**
  - Located: SC 105
  - Telephone: 801-863-8786

- **Conference Room Facilities**
  - Grande Ballroom: SC 106a
  - The Commons: SC 106
  - Centre Stage: SC 108
  - SC 206a, SC 206b, SC 206c,
  - SC 206g, SC 206h, SC 213a,
  - SC 213b, SC 213c, SC 214

**Student Computing**

- Office: LA 003V
  - Telephone: 801-863-5852
  - Web: uvu.edu/studentcomputing

Student Computing has been established to provide computing resources and technical support services that enhance the educational experience of the students of UVU. These services include: The Open Student Computer Labs, Campus Kiosks, student account management, print audit, myUVU portal.

The Open Student Computer Labs are available to all currently registered UVU students on a first-come, first-serve basis. No charge is required for the use of the computers. Lab Assistants are available to provide support and to help keep the equipment running. These labs contain 254 computers and have Internet access and E-mail as well as popular application software to assist students with their class work. There is also tables set up for students to bring their own personal device to charge as needed and get assistance from the Lab Assistants.

- **Info Commons Lab**
  - Located: FL 1st Floor
  - Telephone: 801-863-6932
  - Hours:
    - Monday - Friday 7 a.m. - midnight
    - Saturday 8 a.m. - 7 p.m.
    - Sunday 1 p.m. - 9 p.m.
    - Check with lab assistant for holiday and summer hours

The “D.L.C.” lab is located on the bottom floor of the Fulton Library. With 124 workstations, this is the largest open lab on campus.

- **Campus View Lab**
  - Located: FL 2nd Floor
  - Telephone: 801-863-5634
  - Hours:
    - Monday - Friday 7 a.m. - midnight
    - Saturday 8 a.m. - 7 p.m.
    - Sunday 1 p.m. - 9 p.m.
    - Check with lab assistant for holiday and summer hours
The “Campus View” lab is located on the second floor of the Fulton Library overlooking the café and study area.

- **Computer Loft**
  - Located: SC 215
  - Telephone: 801-863-6081
  - Hours:
    - Monday - Friday 8 a.m. - 11 p.m.
    - Saturday 8 a.m. - 5 p.m.
    - Closed Sunday
  - Check with lab assistant for holiday and summer hours

The “Computer Loft” lab is located upstairs from the bookstore and across from the Ragan Theater.

- **Fishbowl Lab**
  - Located: SC 116
  - Telephone: 801-863-8390
  - Hours:
    - Monday - Friday 8 a.m. - 6 p.m.
    - Check with lab assistant for holiday and summer hours

The “Fishbowl” is located at the junction of the Student Center, Losee Center and Woodbury Business building.

- **Wasatch**
  - Located: WC 206 (Heber)
  - Telephone: 801-863-6628
  - Hours:
    - Monday - Thursday 6 a.m. - 9 p.m.
    - Friday 7 a.m. - 7 p.m.
    - Saturday 8 a.m. - 5 p.m.

- **West Campus Lab**
  - Located: NG 107
  - Telephone: 801-863-7147
  - Hours:
    - Monday - Thursday 8 a.m. - 8p.m.
    - Friday 8 a.m. - 4:30 p.m.
    - Check with lab assistant for holiday and summer hours

Student Computing has also put in place Open lab Computers in the hallways throughout campus, with printing capabilities.

myUVU provides access to class registration, student information, Canvas and many other online services. To use this system you must be accepted for admission and have a PIN number that is assigned at the time you were admitted.

Student Government

- **Utah Valley University Student Association (UVUSA)**
  - Office: SL 122
  - Telephone: 801-863-8652

UVU Student Government offers a variety of elected and appointed offices through which students influence and enhance the social and academic culture of the University. All students are members of the Utah Valley University Student Association (UVUSA) and are encouraged to apply for committee positions within the Student Government at any time during the year. Elections to fill officer positions in the Executive Council are held each February/March, while appointed Student Council positions are filled in March/April with any vacancies filled at the beginning of each semester.

Information on involvement opportunities in Student Government and UVUSA can be obtained from the Student Government Office (SL 122) or by visiting the website uvu.edu/uvusa.

Student Health Services

- Office: SC 221
  - Telephone: 801-863-8876

Student Health Services is designed to assist students with a variety of health issues. Our purpose is to provide students with opportunities to improve their health through basic medical care, psychological services, suicide prevention and awareness, and learning disability assessment. We offer life enhancing services that increase the safety, productivity and life experience of the individual and the campus. Through our services we enhance the personal development and lifelong opportunities of UVU students.

Therapy Services

Personal Counseling, Emotional Support, Learning Disability Testing and Referral

Student Health Services offers short-term counseling to assist students through stressful and crisis situations affecting their performance in school and personal relationships. We provide assessment and treatment for a variety of mental health concerns such as anxiety, depression, eating disorders, trauma, grief, substance abuse and relationship issues.
Student Services

The therapists are experienced professionals who offer support in an atmosphere of understanding and confidentiality. Programs offer individual assessment, individual, couples and group counseling and referral to campus and community resources. To set an appointment with a psychological professional, please contact us at 801-863-8876.

Medical Services

Student health is promoted through a complete offering of medical and psychiatric services. We are able to write prescriptions, do lab work, medication management, physical exams, sutures and treat many other medical conditions. We treat a variety of acute and chronic illnesses and injuries. We are staffed by medical doctors, nurse practitioners and medical assistants.

Students currently enrolled at UVU or any of its satellite campus locations are eligible for medical care on the Orem Campus. To set an appointment with a medical professional, please contact us at 801-863-8876.

Suicide Prevention

For staff or classroom training please contact us at 801-863-8876. Crisis counseling is available at Student Health Services. If you are currently in a suicide crisis please notify the front desk for priority scheduling. In the case of an emergency or outside of our business hours, please call 911 or 801-863-5555.

Student Involvement

- Director: Grant Flygare
- Office: LC 205
- Telephone: 801-863-6227
- Web: uvu.edu/studentinvolvement

The Office of Student Involvement builds and facilitates action learning activities and expeditions for student centered learning (out of the classroom, hands-on, experience-centered learning). OSI works collaboratively with students, faculty and professional community partners to bring about a full and exciting student life experience. OSI is engaged learning: it is Student LIFE!

Students may join in student life experiences through creating or joining an Action Learning Community, developing student leadership skills by becoming a Action Learning Leader, or participating in numerous hosted and sponsored activities in the Student Engaged Learning ZONE in the UVU Sorensen Student Center. Faculty are invited to apply for Action Learning Fellowships where they can collaborate with the Office of Student Involvement to create action learning expeditions and receive assistance from an Action Learning Leader as they create engaging expeditions and create professional relationships with community partners.

Details on these opportunities for engaged learning may be found by contacting the Office of Student Involvement.

Student Media & Publications

- Office: SL 214
- Telephone: 801-863-6498

Student Media and Publications is UVU’s home of The UVU Review, the independent student newspaper. Students interested in producing news, writing, photography, graphic design, advertising sales, video broadcast content, web page content and design should come for practical experience and learning. These nationally award winning student media are produced year around. If you’re interested in receiving hands on experience producing media publications visit us in SL 214. Call Media Coordinator 801-863-6498 for additional information.

Student Success/UV Mentor Program

See University College.

Testing Services

Office: Wolverine Service Center–North Entrance

Testing Services assists both students and staff. It is divided into three branches: the Assessment Center, the Classroom Testing Center, and the Proctored Exam Center.

- Assessment Center
  - Located: WS 101
  - Telephone: 801-863-8269

The primary responsibility of the Assessment Center is to assist all new students in developing a first-year educational plan. In addition to orientation and advisement, all students must meet the University’s assessment requirements. This information is used to place students into appropriate Math and English courses, which will in turn, help to ensure student success. Testing sessions for new students are conducted throughout the day, no appointment necessary, but check our website for details at uvu.edu/testingservices, as our hours do change at different times during the year.

New students must meet one of following assessment requirements:

- ACT/SAT Scores
  - English: Not older than 5 years.
  - Math: Not older than 2 years.
- New Student Assessment
Student Services

• Required for UVU students for assessment purposes. Administered in the Assessment Center. There are 3 sections: reading, writing, and math. For more details and information, call the Testing Services department at 801-863-8269 or visit our web pages: uvu.edu/testingservices. Fees are charged for assessments.
• Transfer Credit
  • Completed English Composition and Algebra at another college/university, with a C or higher (verified by official college transcripts mailed directly from your previous institution to UVU Admissions).
  • Another function of Testing Services is to administer screening instruments, standardized tests, and other assessment instruments required by University programs and departments. Some of these include the GED, CLEP, SAT, ACT, EMT and POST tests. Pre-enrollment English proficiency assessment for international students is also a service provided in Testing Services. The department is an established site for residual ACT testing. Certification testing for different programs offered by UVU and the surrounding community is also available. Students can obtain information on tests in the office and hours of operation by calling 801-863-8269 or by visiting the web page at: uvu.edu/testingservices.

• Classroom Testing Center
  • Located: WS 112
  • Telephone: 801-863-7461
The Classroom Testing Center (CTC) is located in the Wolverine Service Center (WS 112). The CTC provides testing services enabling students to take participating instructors’ exams in the center on a flexible schedule. The CTC is generally open six days a week Monday - Saturday. Students can obtain test schedules and scores by logging into chitester.uvu.edu and use UV Link user name and password to log in. Highlight the exam name and click on View test score(s).

• Proctored Exam Center (PEC)
  • Located: WS 111
  • Telephone: 801-863-8544
The Proctored Exam Center (PEC) provides testing accommodations to UVU students with disabilities as well as services for distance education students who need to have a test proctored from another university or college. Students with disabilities requiring assistance MUST obtain a letter from the Accessibility Services Department before being eligible to use the PEC. Scheduling an individual appointment for testing is required for both parties. For scheduling information and further assistance, call 801-863-8544.

Trio College Prep Programs

Educational Talent Search & Upward Bound

Talent Search

• Director: Michael M. Campbell
• Telephone: 801-863-8569
• E-mail: campbemi@uvu.edu

• Coordinator: Rebecca Ayala
• Telephone: 801-863-7216

• Administrative Support: Kasha Farmer
• Telephone: 801-863-7414

Talent Search serves young people in grades six through twelve. In addition to counseling, participants receive information about college admissions requirements, scholarships and various student financial aid programs. This early intervention program helps young people to better understand their educational opportunities and options. UVU services Orem, Provo, Wasatch, South Summit, Duchesne, and Uintah.

Upward Bound

• Director: Michael M. Campbell
• Telephone: 801-863-8569
• E-mail: campbemi@uvu.edu

• Coordinator: Alex Atwood
• Telephone: 801-863-8570

• Administrative Support: Kasha Farmer
• Telephone: 801-863-7216

Upward Bound helps young people and adults prepare for higher education. Participants receive instruction in literature, composition, mathematics and science on college campuses after school, on Saturdays and during the summer. UVU services students from Orem, Provo, Wasatch, Duchesne and Uintah.

TRIO Student Support Services (SSS)

• Office: LA 012
• Telephone: 801-863-8541

TRIO Student Support Services (SSS) is a federally funded program. The purpose of TRIO SSS is to:
Student Services

- Increase the retention and graduation rates of eligible students
- Foster an institutional climate supportive of the success of low-income and first generation college students and individuals with disabilities through a variety of services such as:
  - needs assessment testing
  - individual education planning
  - academic, career, and transfer counseling
  - tutoring
  - cultural events
  - SLSS 1100 Stress Management—Hardiness and SLSS 1195 Speed Reading
  - workshops and guest presentations

To be eligible to receive TRiO SSS services, a student must meet all of the following requirements:

- Is a citizen or national of the U.S. or meets the residency requirement for Federal student financial assistance
- Is enrolled at UVU or accepted for enrollment in the next academic semester
- Has a need for academic support, as determined by UVU, in order to successfully pursue a post-secondary educational program

Meets at least one of the following criteria:

- Low income
- First generation college student
- Has a disability which inhibits the learning process

Eligible students are selected into UVU’s TRiO SSS program based upon their academic need and upon their ability to benefit from the services offered. Space is limited, so students are advised to apply early.

Turning Point (Community Education)

- Director: TBA
- Office: HP 116
- Telephone: 801-863-7580
- Web: uvu.edu/turningpoint

The Turning Point Program is a community and university resource, which provides access to numerous services to help individuals’ complete educational goals, build personal relationships, master communication skills, and explore varied career options in the workforce. Dedicated to quality support service, this program increases the emotional, social, and economic well-being of all participants.

Class offerings include:

- Managing Life Transitions I: Personal & Professional Development
- Managing Life Transitions II: Relationships
- Anger Management
- Back to School
- Marriage and Pre-Marriage Workshops

Additional Turning Point Services:

Professional Clothing Source, GED referrals, mentoring, referrals to community and campus resources, and reduced tuition for low-income individuals who qualify.

Tutoring & Academic Skills Services

See University College.

UCCU Center

- Office: EC 012
- Telephone: 801-863-8768

The UCCU Center is a multipurpose facility serving the University and the community. The UCCU Center hosts a variety of local and special performances, sports events, educational seminars, concerts, conventions, trade shows, lectures and other community gatherings.

Some events that are hosted here include basketball games, circus performances, business trade shows and expos as well as various types of concerts. The events center is an excellent choice for hosting any kind of event.

Athletics

The mission of UVU Athletics is to provide a wide range of athletic programs that are highly competitive and nationally recognized on a consistent basis. The department seeks to provide the individual athlete with the opportunity to improve athletic skills and abilities while obtaining an exceptional quality education with the best facilities and coaching staff available, to benefit the athlete in future academic, athletic, and vocational endeavors. Each student-athlete is required to be in good standing academically and making progress toward graduation with a bachelor degree according to NCAA requirements.
The Wolverines compete at the NCAA Division I level and currently are members of the Western Athletic Conference. UVU offers the following NCAA Division I sports: Baseball, Softball, Men’s and Women’s Basketball, Men’s and Women’s Cross Country, Men’s and Women’s Golf, Men’s and Women’s Indoor and Outdoor Track and Field, Men’s and Women’s Soccer, and Women’s Volleyball.

For more specific information regarding any sport or team, please call our Athletic Department Office at 801-863-8998, or look us up on the internet at: wolverinegreen.com.

Cheerleaders & “THE WOLVERINE”

The UVU Cheerleaders are a large part of promoting fan involvement and enthusiasm at UVU athletic events. The squad consists of highly talented young men and women who perform stunting and tumbling routines.

The WOLVERINE is the school mascot who is also involved in crowd interaction and may be seen hanging from the rafters or dropping through the middle of the basketball hoop to excite fans.

Tryouts for these positions are held each spring, and specific information about tryouts may be obtained by calling Student Leadership and Activities at 801-863-8150.

Dance Team

The UVU Dance Team is comprised of 12-16 skilled dancers who perform regularly at UVU Athletic Events. The Team employs a wide range of styles and utilizes Jazz, Funk, and Lyrical Dance numbers, all choreographed by the team members and director. Tryouts are held each spring. For more information call Student Leadership and Activities at 801-863-8150.

UVU Clubs

- Office: SL 122
- Telephone: 801-863-8820

UVU Clubs connects students to UVU in a unique way that reflects each student’s individual interests and academic desires.

The UVUSA Clubs Branch, also known as the ICC Executive Council, works with 100+ active clubs by facilitating club success on campus. Many clubs are very active on campus and have received local, state, and national recognitions.

By getting involved in a club, students have the opportunity to increase leadership, citizenship, and service skills that enhance UVU and the community. Students meet new people, develop skill sets, and most of all, have fun. For information on existing clubs and/or procedures for chartering a new club, look on the web at uvu.edu/clubs, or contact the UVU Clubs Office in SL 122.

Veteran Success Center

- Office: WB 100a
- Telephone: 801-863-8212
- E-mail: veterans@uvu.edu
- Web: uvu.edu/veterans

Veterans eligible for VA Education Benefits may obtain assistance at the Veteran Success Center located in the Woodbury Business Building. Veterans not receiving VA educational benefits are also encouraged to send their Military Transcripts or JST transcripts to the transcript office to begin the evaluation process.

Guideline for Enrollment and Progress

According to VA standards of progress, educational benefits will be paid for courses required for graduation in the student’s declared educational objective. Eligible persons will be required to maintain a 2.0 cumulative and semester GPA or higher and to actively and consistently pursue their declared educational objective. To receive Veterans Educational Benefits, students are required to attend class. Benefits will be terminated for non-attendance. This may cause an over-payment to the student. Some veterans receiving VA educational benefits must verify their attendance to receive their benefits. Please check with the Veteran Success Center for current procedures.

Veterans and dependents receiving grades of "UW" (unofficial withdrawal) or "W" (withdrawal) will have to reimburse the VA for any difference in pay, retroactive up to the beginning of the semester, unless they can report mitigating circumstances to the Department of Veterans Affairs. Benefits will not be paid for a course that is audited (AU).

New Veterans

New students applying for VA educational benefits may be requested to submit to the UVU Veterans’ Service Coordinator either original or certified copies of the following documents: (1) DD Form 214 Member 4 or Service 2 copy (students may be eligible for a minimum of four semester hours of transfer credit), (2) DD-2384 (Notice of Basic Eligibility), (3) VA claim (c) number, if applicable, and (4) Confirmation of Vets.Gov application, (5) Certificate of Eligibility. This information is needed as soon as possible to ensure timely and accurate processing of benefits. UVU forms can be found online at uvu.edu/veterans. Official transcripts from all previously attended colleges or universities are required. The VA will not pay for any course the student has previously taken and successfully completed.

Continuing & Returning Veterans

All continuing and returning veterans must submit to UVU Veterans’ Service Office promptly after registering for the semester a Veterans’ Class Schedule Form that can be found online. This form must be submitted each semester to indicate that the student requests to receive educational benefits for that semester. Please be aware that adding and dropping classes may cause a debt with the Department of Veterans Affairs.

Volunteer & Service-Learning Center
Welcome to the Volunteer & Service-Learning Center! We help students be the change they want to see in the world by volunteering, leading others, and building awareness about social issues in our community. We connect students to the community in six pathways: direct service, community engaged learning and research, social entrepreneurship, policy and governance, community organizing and activism, and philanthropy. Come join the Service Council, go on an Alternative Spring Break, be a Service Scholar, or take a service-learning class! For more information on all the ways you can get involved, visit uvu.edu/volunteer.

The Wee Care Center is designed to meet the childcare needs of student parents of UVU. First priority is given to single parents who are eligible for Pell Grants. The Wee Care Center also accepts married student parents who are also eligible for Pell Grants. Quality care is provided to children ages six weeks to twelve years. All services are based on a sliding scale.

The mission of the Women’s Success Center is to recruit, retain, and graduate female students. Graduating with a degree improves the lives of women, the lives of their families, increases financial stability, and positively impacts society.

Other Important Student Information

Student Right to Know

Utah Valley University hosts information regarding the Student Right-to-Know and Campus Security Act of 1991 on the HEA Student Consumer Information website. The Student Right-to-Know Act of 1991 requires all colleges and universities participating in Federal Student Aid Programs to disclose campus security policies, crime statistics, and information on students receiving athletically-related student aid, graduation rates, and other basic information about the University. To access a copy of the current Campus Security Report please visit www.uvu.edu/police.

Alcohol, Tobacco & Drugs

Utah Valley University, historically and at present, seeks to encourage and sustain an academic environment that promotes the health, safety, and welfare of all members of its community. In keeping with these objectives, alcoholic beverages, unlawful drugs, or other illegal substances shall not be consumed, used, carried, sold, or unlawfully manufactured on any property or in any building owned, leased, or rented by UVU, or at any activity sponsored by the University. (UVU Policy 157)
Any individual known to be in violation will be subject to University disciplinary action and to substantial legal sanctions pursuant to Local, County, State and Federal laws.

Smoking is prohibited in all University buildings and concourses. (UVU Policy 158)

All students can access a copy of the University Drug Policy online each semester at uvu.edu/studentconduct/students/drugalco.html. It explains the policy and University sanctions that may follow as a result of inappropriate drug and or alcohol use and the known health risks associated with inappropriate use.

Confidentiality of Records Policy

Utah Valley University is concerned for the confidentiality of student academic records, and a reasonable balance between the obligation of the institution for the instruction and welfare of the student and its responsibility to society. The University will make every effort to maintain student academic records in confidence by keeping information from individuals who are not authorized to receive it or who might use it for illegitimate purposes. The policy also reflects the efforts of the University to comply with the provisions of the Family Educational Rights and Privacy Act of 1974.

Upon presentation of appropriate identification and under circumstances which preclude alteration or mutilation of records, students will be able to inspect all records relating to themselves which are not considered by the University to be private records of University Personnel. A student is entitled to an explanation of any recorded data and may initiate action leading to a hearing, if necessary, to correct or expunge information he or she considers inaccurate or misleading.

Faculty and administrative officers who have a legitimate need to use student records will be allowed access to such records, as needed without prior permission from the student. A request from an educational institution to which the student has applied for admission, or from an institution or agency, from which the student is seeking financial assistance will be granted without written permission of the student. Similarly, data will be furnished to university accrediting bodies and governmental officials without written permission of the student.

No student information other than directory information will be given to any third party (except those mentioned above) without written consent of the student, and then only those records accessible to the student. The term party is construed to include parents, employers, government agencies, or any other people or organizations. Parents or guardians may have access to grade reports of a student's activity if the parents establish to the satisfaction of the University that they are providing one-half or more of the student's support. Court orders and subpoenas for records will be referred to and acted upon according to the directions of the Registrar. The University will make a reasonable effort to notify the student prior to release of information in response to subpoenas or court orders prior to actual submission of the material.

Directory information will be released to news media and to others upon request.

Directory information is defined as follows:

- Name of student
- Telephone number of student
- Hometown city and state of student
- Verification of current enrollment
- Dates of enrollment
- Degrees conferred, dates, major field of concentration and honors received

Students may request, at any time, through One Stop, the Admissions Office, and the Registrar's Office of the University, that Directory information be withheld by submitting a Request to Prevent Disclosure of Directory Information form.

Civil Rights

Utah Valley University does not discriminate in recruitment or admission of students on the basis of race, color, religion, age, sex, national origin, or other legally impermissible factors.

Policy

Students who believe that they have been discriminated against or harassed should contact the Director of Student Conduct & Conflict Resolution, SL 201.

Note: Employees or students bringing a grievance against an employee who believe that they have been discriminated against or harassed should contact the Director of Human Resources Services or University Equity Officer.

Students should also consult the Student's Rights and Responsibilities Code, which is printed in this catalog. See Student Rights and Responsibilities Section.

Procedure

- Purpose
  The primary purpose of this procedure is to provide a remedy through which to seek redress for alleged acts of discrimination or harassment on the basis of race, color, religion, age, sex, national origin, pregnancy-related condition, disability, or veteran status. This grievance procedure is not applicable for situations for which other appeal and adjudication procedures are provided in State law or in which the University is without authority to act.

- Stages of Redress
  a. Students grieving against another student or an employee who is grieving against a student must present the grievance in written form to the SCCR within 14 days (two calendar weeks) of the violation.
  b. If not satisfied with the response the grievant may appeal within 14 days (two calendar weeks) of receipt of the response to the Dean of Students.

- Hearing and Decisions
  At each of the levels noted above, the grievant shall be given the opportunity to be present and to be heard. Due process shall be accorded to all parties involved in the grievance, such as written notice of hearing dates and charge, right to counsel, right to present witnesses, and to present written statements. However, formal rules of evidence and trial procedure required in a court of law will not be applicable to such hearings. Decisions by the Campus Appeals Board shall be by a majority of the members present at the meeting. If an appeal is sent to the President, it must be accompanied by all documentation related to the prior hearings. The President's decision is final.

- Withdrawal
  A grievance may be withdrawn by the grievant at any level without prejudice or record.

- Reprisal
Student Services

No reprisal of any kind shall be taken by or against any party or legitimate participant in the grievance procedure by reason of such participation.

• Confidentiality
  Appropriate confidentiality will be observed in all grievance procedures.

• Informal Resolution of Grievance
  Nothing contained herein shall be construed so as to limit in any way the ability of the grievant and the University to resolve any grievance, mutually and informally.

Peaceful Assembly

Policy

Free expression and peaceful assembly are rights guaranteed by the Constitution, subject to time, place and manner regulations. The University acknowledges this right for its students to assemble and express their views peacefully. However, to protect the health and safety of both participants and bystanders, peaceful assembly procedures follow.

Preparation Strategies

• Plan your peaceful assemblies through the Dean of Students Office
• Reserve an appropriate location from the list below
• Schedule appropriate amplification, if necessary
• Contact University Police for traffic and crowd control, if necessary
• Post fliers and/or cardboard signs according to the University Signage Policy
• Pay rental charges, if required
• Commit to obey local, state and federal laws and University policies
• Agree not to disrupt the educational process of the University

Prohibitions

• Interference with the rights of others. Examples are harassment, intimidation and discrimination
• Disruption of normal functions of the University
• Damage to University property
• Endangerment of the health or safety of self or others
• Use of classrooms during academic hours
• Refusal to vacate the premises upon official request by a University administrator or Law Enforcement personnel
• Use of objects that might injure participants or bystanders; examples are wires, ropes, sticks and chains

Penalties

Prohibited acts are grounds for suspension or dismissal. Utah law provides that a student may be barred from campus for up to 14 days following an incident where the student violates University policy or state law. Refusal to vacate premises upon official request warrants immediate temporary suspension and arrest under the law.

Locations Appropriate For Peaceful Assembly

Locations are subject to availability; some locations may not be available at all times due to previously scheduled engagements.

Large assemblies (more than 50 people): Sorensen Student Center: Courtyard Lawn, North Parking Lot, Grand Ballroom, Theater, Centre Stage or meeting rooms; Athletic fields/Lawn areas; Events Center: Arena, or Presidential Level.

Small assemblies (fewer than 50 people): Student Lounges or Student Center Meeting Rooms.

Resources

Reservations:

• Student Life & Wellness and Sorensen Student Center Scheduling Office, SC 103, 801-863-8612
• Events Center Scheduling, EC Concourse, 801-863-8767
• All other Campus Scheduling, Planning Center, 801-863-8883

Amplification for the Student Life & Wellness, Sorensen Student Center and outdoor areas can occur between 11 a.m. and 1 p.m., Monday through Friday. Saturday hours are flexible. Adequate and effective amplification will be provided within limits necessary to protect the neighboring community. Amplification for small peaceful assembly sites is rarely needed. Contact: Media Services, LC 300, 801-863-8888 or Sorensen Student Center, SC 103, 801-863-8612.

Utah Safety Law

In 1965 the Utah State Legislature passed a law requiring every student, teacher, and visitor in any public or private school to wear industrial quality eye protection devices while participating in or observing the following: industrial educational activities involving hot or molten metals; operation of machinery or equipment that may throw particles of foreign matter into the eyes; heating, treating, tempering, or kiln firing of industrial materials; chemistry or physics laboratories when using caustic, explosive, or hot chemicals, liquids, or solids.