Dear Parents, Family Members, and Friends of our Students:

Welcome to the University of Louisiana at Lafayette, and congratulations on the choice that your student has made for their university experience! This is an exciting new adventure for both you and your student, beginning a joint journey through higher education. While the students are taking those steps forward, you play a crucial role in their success as a new student. This guide will give you important recommendations regarding your contributions to their success in this new world. We view you as key partners in our mutual efforts to ensure that the journey is one that will be just as rewarding as it is challenging.

The University of Louisiana at Lafayette prides itself on creating a sense of community that is strong, affirming, and exciting. We believe that you are an important part of that community, and we hope that you will be a frequent visitor to our campus and join your student in participating in the many events and rites of passage that make this a special place. I look forward to having a chance to meet you when you do come to campus.

Regards,
Dr. James P. Henderson
Provost and Vice President for Academic Affairs
RESOURCES FOR ACADEMIC SUCCESS

Helping Your Student Succeed in the Classroom
The University of Louisiana at Lafayette offers over 100 undergraduate degree programs and specialized concentrations. Faculty and staff on our campus are committed to ensuring your student is successful academically. While your student’s academic journey is their own, you can support them by knowing about the various support resources on our campus that help students academically.

University Colleges & Academic Advising
The University has eight academic colleges from which to choose a major. Every student is assigned an academic advisor. It is the advisor’s responsibility to assist the student in course selection each semester. Students may obtain the name and contact information for their academic advisor through their ULink Student Portal account. Students are required to meet with their academic advisor before scheduling classes each semester.

Faculty
The faculty is committed to your child’s success. One of the greatest tips you can provide your student is to encourage them to visit with their faculty members outside of class. Students are often hesitant to interact with faculty members, and don’t realize how valuable faculty are in assisting them in their courses.

Academic Success Center
Bette Harris, Director
Lee Hall 115
(337) 482-6836
studentsuccess.louisiana.edu

The Academic Success Center is the University’s academic support center. Services include academic counseling, career information, tutoring, dropping classes and changing majors.

FREE Tutoring
The Learning Center is a division of the Academic Success Center where students can get assistance with academic problems. The Center offers FREE one-on-one tutoring, study group tutoring, supplemental instruction, computer lab assistance, and other services. Tutoring is available for almost all 100 and 200-level math and science courses as well as for accounting, economics, engineering, French, psychology, Spanish and statistics courses. The Learning Center is located on the second floor in Lee Hall. Students can walk in or call (337) 482-6583 to schedule an appointment.

University Honors Program
Dr. Julia Frederick, Director
Judice-Rickels Hall 206
(337) 482-6700
honors@louisiana.edu
honors.louisiana.edu

The University Honors Program provides students with a set of unique intellectual and educational opportunities designed to help them reach their potential.

Students in the Honors Program benefit from the following opportunities and resources:
- Smaller class sizes and contracts to personalize their education
- Work with Honors Professors
- Research Opportunities
- Honors Seminar
- Honors Scholarship Opportunities
- In-House Computer Lab and services in Judice-Rickels Hall
- An opportunity to complete an undergraduate thesis

Qualifications
First-time freshman qualify for the Honors Program if they meet the following requirements:
- Minimum SAT I 1200
- Minimum ACT Composite 26

UNIV 100 has two “segments” - Cajun Connection, which is a three-day extended introduction to UL Lafayette, to the campus community, and to University-level work and the First-Year Seminar, which then continues for ten weeks. Once students complete their project for UNIV 100, they are finished with the course (leaving the final six weeks of the semester for them to focus on their final exams and projects in all of their other courses). So, UNIV 100 is both an early start and an early finish course!

Effective fall 2015, UNIV 100 will be a first-year seminar focused on an academic topic chosen by the instructor(s). The course will be project-based (or project-based, as appropriate to the discipline or interdisciplinary topic chosen) and will engage students in meaningful inquiry and activities that develop core cognitive skills such as critical thinking, information literacy, and oral and written communication skills. The course will also focus on the non-cognitive skills listed above, which are necessary for success at the college level.

UNIV 100 has two “segments” - Cajun Connection, which is a three-day extended introduction to UL Lafayette, to the campus community, and to University-level work and the First-Year Seminar, which then continues for ten weeks. Once students complete their project for UNIV 100, they are finished with the course (leaving the final six weeks of the semester for them to focus on their final exams and projects in all of their other courses). So, UNIV 100 is both an early start and an early finish course!

Program Requirements
To be eligible for graduating with an Honors Baccalaureate Degree, students must complete the following requirements of the Honors Program:
- Maintain a 3.0 GPA as a freshman and 3.2 GPA during sophomore, junior, & senior year
- Complete 18 credit hours of Honors Courses during their undergraduate career
- Enroll in and attend an Honors Seminar each semester of enrollment in the Honors Program
- Complete a research project

Office of the First Year Experience
Dr. Jennifer Faust, Director
Lee Hall 106
(337) 482-6599
firstyear.louisiana.edu

UNIV 100 is both an early start and an early finish course!
The Writing Center welcomes students from all disciplines and will assist students at any stage of the writing process, from all disciplines and will assist students with disabilities.

The services provided by these programs consist of:

- Helping students enhance their writing skills
- Helping students move from writer-based to reader-based prose
- Focusing on writing processes and the value of creating multiple drafts
- Helping students see strengths and weaknesses in their writing
- Helping students learn to proofread their writing
- Empowering students to own their writing
- Nurturing creative ideas in students

The Federal TRIO Programs consist of both outreach and campus programs designed to identify and provide services to individuals from first generation backgrounds, Pell Grant recipients, and students with disabilities.

The services provided by these programs consist of:

- Academic tutoring
- Assistance in course selection
- Scholarship information
- Academic and career counseling
- Financial and economic literacy information
- Assistance with Graduate/Professional School applications

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- Assistance with Graduate/Professional School applications
- Professional School applications
- Scholarship information
- Academic tutoring
- Assistance in course selection
- Financial and economic literacy information
- Assistance with Graduate/Professional School applications

Semester Honors
Students who do exceptionally well in their studies at UL Lafayette receive special recognition. At the end of each regular semester, students will receive notification of Semester Honors for the following two areas:

- Dean’s List: Semester GPA of 3.5 – 3.799
- President’s List: Semester GPA of 3.8 and higher

Honors Convocation
The special event held each spring recognizes sophomores, juniors and seniors who have maintained a cumulative grade point average of at least 3.2 on all college work pursued.

Honors At Graduation
To earn a degree with honors, students must demonstrate exceptional scholarship. Students can receive three different levels of Honors at Graduation:

- Summa Cum Laude: 3.9 and higher cumulative GPA
- Magna Cum Laude: 3.7 – 3.899 cumulative GPA
- Cum Laude: 3.5 – 3.699 cumulative GPA

Students who complete certain extra requirements through the University Honors Program will be eligible to receive an Honors Baccalaureate Degree.

A message from the director, Joey Sturm:


The focus of the Office of Public Safety is to respond to short-term concerns while developing long-range strategies consistent with academic and University public safety priorities.

The University Police Department ((337) 482-6447) maintains a close working relationship with other area law enforcement agencies, other criminal justice components, and all University administrative departments. The UP is located at the center of campus and our officers maintain a 24-hour patrol coverage. They respond to crimes, illnesses, fires, service calls, traffic accidents, and other emergencies.

Clery Compliance
police.louisiana.edu/jeanne-clery-act

The UL Lafayette Police Department is dedicated to maintaining a safe and secure environment for learning and working. Because ULPD, like many urban campuses, does experience some crime, the UL Police Department wants students, faculty, and staff to be aware of crime on campus. The Jeanne Clery Disclosure of Campus

Security Policy and Campus Crime Statistics Act, is a federal law that requires colleges and universities to disclose annual information about campus crime.

Campus Emergency Notification System
All students are registered with the university’s Emergency Notification System (ENS). This system will alert students, faculty, and staff of steps to take in case of a major campus emergency. Students are encouraged to keep their information up-to-date by logging into ULink (portal.louisiana.edu) and updating their information on the students tab.

Stay Informed
Campus Emergency Hotline: (337) 482-2222

www.universityparent.com/lalaf
Commonly Asked Academic Questions

Q: “How many credit hours should my son or daughter schedule?”

A: A first-time freshman should schedule 12–15 hours in the first semester, which is a reasonable load for a good student. Whether or not the student must work should be considered in making this decision. Note that if a student schedules fewer hours in any semester than are listed in his or her curriculum, she or he may not graduate at the end of eight semesters (four years) unless these hours are made up in another semester or summer session.

Q: “How many credit hours must a student earn to maintain TOPS eligibility?”

A: 24 semester hours for TOPS eligibility can be earned over the course of the fall semester, winter intersession, spring semester, May intersession, and summer term. Students taking a total of six or more credit hours during fall/spring semester, or three or more hours in the summer, are eligible to utilize SHS. Students not meeting these credit hour requirements can purchase a membership by visiting our office.

Q: “My son or daughter has to work. How many hours should they work per week?”

A: The optimal maximum load for outside employment is 15 hours per week.

Q: “How many hours a week should my son or daughter study?”

A: In general, a student should be studying 2 hours outside of class for each credit hour they take during a semester. This means that if a student is enrolled in 14 credit hours, they should be spending approximately 28 hours outside of class per week studying and preparing for class.

Q: “How many hours a week should my son or daughter work?”

A: The optimal maximum load for outside employment is 15 hours per week.

Q: “My son or daughter has to work. How many hours must a student earn to maintain TOPS eligibility?”

A: A student on Louisiana TOPS must earn 24 semester hours in the Academic Year (August – August). Students must be registered for 12+ credit hours on the 14th class day in order to receive TOPS in any given semester. The total of 24 semester hours for TOPS-eligibility can be earned over the course of the fall semester, winter intersession, spring semester, May intersession, and summer term.

Helping Your Student be Successful Outside the Classroom

The Division of Student Affairs exists to support the student experience and help students feel engaged in our campus community.

Student Health & Wellness

The health and well-being of our students is an important aspect of the UL Lafayette campus community.

Student Health Services

Chris Hayes, MD
Saucier Wellness Center – O.K. Allen Hall
(337) 482-5464
studenthealth.louisiana.edu

The Student Health Services (SHS) strives to provide quality, accessible, cost-sensitive primary medical care and active health promotion to the students. SHS is located in Saucier Wellness Center in O.K. Allen Hall on Hebrard Blvd. between Moody Hall and Lee Hall and offers both walk-in services as well as appointments.

Services provided by SHS:
- Assessments for illnesses or minor injuries
- General Physicals
- Referrals for serious illness or injury
- Laboratory work, office procedures, pap smears, IV therapy, injections, and prescriptions are all billable procedures.

Services not provided by SHS:
- Management of unstable chronic illness
- Injuries sustained as a result of a motor vehicle accident
- X-rays
- Obstetrical Care
- Dental Care

Student Insurance – view all plans at the SHS website.

Counseling & Testing Center

Dr. Brian Frederick, Director
Kristy D. Fusilier, LPC, Assistant Director
Saucier Wellness Center – O.K. Allen Hall
(337) 482-6480
counselingandtesting.louisiana.edu

The Counseling and Testing Center is staffed by licensed professional counselors who are available to provide personal counseling for students who may need assistance in dealing with stress, relationship problems, grief issues, or adjustment difficulties free of charge. Short-term therapy sessions may be provided for individuals, couples, or groups.

The supervisor of testing, whose office is located in the center, administers national standardized testing. Information about tests and test applications can be obtained upon request.

Dean of Students Office
Student Union 169
(337) 482-6276
studentaffairs.louisiana.edu

The Dean of Students Office is committed to the students’ “life outside the classroom” by providing programs and services that promote campus safety, health and wellness, student engagement, leadership, and school spirit. The Office is concerned for the general welfare of all students and supports them in reaching their academic and personal goals while enjoying the Ragin’ Cajun Experience.
The University of Louisiana at Lafayette

Transportation Services
Cheri Solée, Director
Olivier Parking Tower
(337) 482-6858
gark.louisiana.edu

Transportation Services provides parking for faculty, staff, and students residing on the campus of UL Lafayette. Residence hall students who plan to have a vehicle on campus qualify to purchase permits online or at the Transportation Services Office prior to the first day of class each semester. Commuter students can purchase parking permits for a limited number of on-campus spaces.

Commuter students are encouraged to park at Cajun Field for free and utilize the transit system for free to get to main campus. The transit system runs 7 a.m. – 7 p.m. Monday through Thursday and 7 a.m. – 5 p.m. on Friday. Free shuttle service is also available to students from 5 p.m. – 12 a.m. Monday through Friday and 12 p.m. – 12 a.m. Saturday and Sunday. Contact Transit Dispatch for pick up at (337) 482-5305.

Cajun Card
Student Union 134
(337) 851-2273
cajuncard.louisiana.edu

The Cajun Card is your student’s all-in-one ID card and their key to student life here at UL Lafayette. It functions as their student ID card, library card, building access card, meal card, copy card, debit card, and ticket to home Cajun games. Students and parents can deposit money onto the card that can later be used to make purchases at campus and off-campus locations using Cajun Cash. Please visit the website for a list of campus and off-campus locations that currently accept Cajun Cash.

Lost or stolen cards should be reported to the Cajun Card Office.

Student Housing
Buchanan Hall (second floor)
(337) 482-6471
housing.louisiana.edu

All incoming freshmen are required to live on campus during their first year of enrollment. Living on campus adds a special dimension to a student’s overall college experience. Students who live on campus can take advantage of amenities such as tutorial services, study groups, parking on campus, residence hall socials and evening campus safety escort van service. All halls are equipped with reception areas, study rooms, microwaves, cable television, local phone service with voice mail capabilities, and computer rooms. Living on campus is the most convenient living arrangement for students. On-campus housing includes room cost, food, electricity, phone, cable, a health plan, and much more!

Office of Student Engagement & Leadership
Heidie Lindsey, Director
Student Union 162
(337) 482-6272
getinvolved.louisiana.edu

The Office of Student Engagement and Leadership is here to promote the benefits of student involvement as an important part of the learning experience outside the classroom. Our office exists to support our 180+ registered student organizations through workshops, retreats, training seminars, and more. From organizations related to academic majors to clubs sports to fraternities and sororities… we help students find something to get involved in. Not only do we provide advice to students seeking ways to get involved, but we also provide leadership training and resources for all students, student organization members, officers, and advisors. We can help students start new organizations as well. We strive to provide a positive and welcoming experience that is inclusive to all students and we would love for you to stop by!

Office for Campus Diversity
Martin Hall 243
(337) 482-6464
diversity.louisiana.edu

The Office for Campus Diversity was established with the express purpose of advocating and promoting an environment of inclusiveness by attracting and maintaining a diverse student body, faculty, and administrative staff with continued focus on promoting a quality and diverse learning and social environment.

Office of Disability Services
Dr. Carol Landry, Director
Conference Center 126
(337) 482-5252
disability.louisiana.edu

The Office of Disability Services is committed to helping eliminate barriers by providing services and accommodations for students with physical, learning or emotional disabilities to guarantee their full participation in university life.

Services provided by ODS
- Special testing accommodations
- Priority scheduling
- Note-taking assistance
- Special parking
- Elevator access
- Sign Language Interpreters

Students needing assistance through ODS must register with the office and present an accommodation letter to faculty in order to receive academic accommodation.

Office of International Affairs
Rose Honeycutt, Director
Student Union 136
(337) 482-6819
ois.e.louisiana.edu

The Office of International Affairs serves the more than 650 international students attending UL Lafayette. The most important function of this office is to provide international students, faculty, and staff the assistance needed to adjust to life here in the U.S., whether it be cultural, academic, financial, immigration, or personal. The office coordinates all the University programs for international students and faculty.

Study Abroad
Pat Moulie, Coordinator
Griffin Hall 437
(337) 482-5438
studyabroad.louisiana.edu

Study Abroad provides students an opportunity to earn course credit while studying in a foreign country. Various programs are coordinated during the summer semester, including long-term programs to Paris, France; Florence, Italy; London, England; San Jose, Costa Rica, and many others.
Career Counseling Center
Lucy Gammon, Coordinator
Conference Center 104
(337) 482-5431
findyourmajor.louisiana.edu

The Career Counseling Center provides services for students who are undecided or just uncertain about the one they have selected. The Center offers:

- Free career testing and vocational assessments
- Career Counseling Center Library
- ACSDK 140 Career Decision Making Class

Career Services Center
Kim Billeaudeau, Director
Conference Center 104
(337) 482-1444
careerservices.louisiana.edu

UL Lafayette Career Services department provides services to UL Lafayette students and alumni in career planning, development, and job seeking strategies. The department serves as a major link between students and alumni and potential employers. The Career Services staff is a team of professionals who are committed to providing quality services to our customers.

Services offered at Career Services
- Online Job Listings (part-time, full-time, co-op, internships, & summer)
- On-campus interviews
- Career Days
- Employer Panels & Seminars
- Resume Writing Assistance
- Etiquette Dinners

Office of Student Life & Conduct
Carl Tapo, Sr. Interim Director
Buchanan Hall (first floor)
(337) 482-6373
(337) 482-6447 (Dean on Call)
studentaffairs.louisiana.edu/node/60

The mission of the Office of Student Life & Conduct initiates and implements disciplinary procedures in accordance with the Code of Student Conduct. It is also the responsibility of the office to coordinate residence hall policies and programs and administer the Resident Assistant program in the residence halls.

Student Life & Conduct also coordinates the “Dean-on-Call” program. A Dean from Student Life may be contacted 24 hours a day to assist students in emergency situations.

SGA Child Development Center
Susan Arceneaux, Director
160 E. Lewis Street
(337) 482-5739
childdev.louisiana.edu

The mission of the Child Development Center (CDC) is to provide a quality, professional environment for the nurturing, care, and development of preschool children of the University community. The University, in conjunction with the Student Government Association, operates a State Licensed Child Development Center located on campus.

University Bookstore
210 East St. Mary Blvd.
Ragin’ Cajun Red Zone Fan Shop
3805 Johnston Street
bookstore.louisiana.edu

At the University Bookstore, students find a variety of educational materials and services to assist in their academic success. More than 4,500 required and recommended new and used textbooks are immediately available, along with supplemental materials, including general reference and study guides. You’ll find a large inventory of used textbooks, saving 25 percent off of your textbook bill. Shopping for your educational supplies is easy at the University Bookstore, where you will find an assortment of school, office, art, architecture, and engineering supplies.

Need something special to show your Ragin’ Cajun spirit? Come browse through our large selection of officially licensed Ragin’ Cajun clothing and gifts. Other convenient services include Textbook Buyback, Grad Expo, and free special order programs.

As a self-supporting campus enterprise, the University Bookstore does not receive state funding or student tuition fees. Our profits are reinvested to support student facilities, programs, scholarships, and initiatives. We know you have many choices when selecting school supplies and materials. Thank you for choosing a campus-run bookstore that supports the local economy.
**REGISTRATION AND PAYMENT**

**Registrar’s Office**
Chip Jackson, Registrar
Martin Hall 171
(337) 482-6291
registrar.louisiana.edu

**Registration**
The Office of the Registrar is responsible for conducting registration activities, maintaining current and permanent academic records on all students, and verifying student enrollment.

**Financial Aid**
Cindy Perez, Director
Foster Hall 106
(337) 482-6506
financialaid.louisiana.edu

The Office of Financial Aid assists eligible students in obtaining federal and state financial aid. By completing the Free Application for Federal Student Aid (FAFSA), students are applying for Federal Pell Grant, Federal Work-Study, Federal Student and Parent Loans, Supplemental Grant, Federal Aid (FAFSA), students are applying for state financial aid. By completing the Free Application for Federal Student Aid, eligible students in obtaining federal financial aid. The Office of Financial Aid assists eligible students in obtaining federal and state financial aid. By completing the Free Application for Federal Student Aid (FAFSA), students are applying for Federal Pell Grant, Federal Work-Study, Federal Student and Parent Loans, and the Louisiana TOPS program. The recommended application deadline is April 1 of each year.

**Scholarships Office**
Adele Bulliard, Director
Martin Hall 260
(337) 482-6515
scholarship.louisiana.edu

The Scholarship Office is responsible for awarding and administering all academic scholarships funded by the University and the UL Lafayette Foundation. The Scholarship Office also handles non-University scholarships. Currently, there are more than 3,400 such scholarships, totaling approximately $4,500,000.

**Tuition & Fee Payments**
Students are assessed tuition and fees for each semester of enrollment. Tuition is usually assessed by mid-July for the fall semester and after course registration for spring and summer Semesters.

**Tuition & Fees Payment Deadlines 2014–2015 Academic Year**
- **Summer Session:** May 28, 2015
- **Fall Semester:** August 12, 2015
- **Spring Semester:** January 4, 2016

**Housing Payment Methods:** Students are strongly encouraged to pay their University charges online.

**Online Payments:** Students can make online payments accessing their Statement of Account via ULINK. The University currently accepts Visa, MasterCard, American Express, Discover, Electronic Checks (E-Check) and Electronic Savings (E-Savings).

**Mail in Payments to:**
UL Lafayette Student Cashier Center
PO Box 4444
Lafayette, LA 70504-4444

**Check/Money Order payable to:**
University of Louisiana at Lafayette

**Subject to change. Please check the Bursars home page at bursar.louisiana.edu for up-to-date information, including potential policy changes and early payment deadlines.**

**Please indicate the student’s full name and student ID number on the check/money order. Mail-in payments must be received by August 12, 2015 to satisfy the Fall 2015 Tuition & Fees payment deadline and prevent scheduled classes from being dropped.**

**SAFETY FIRST**
- **Freshman First Down**
  - **Date:** TBA
  - The University Program Council (UPC), a student organization that plans campus events, created Freshman First Down to give incoming freshmen a sense of belonging. Now a tradition on campus, UPC is offering the family of every incoming freshman two complimentary football game tickets with additional tickets available. All students get in FREE with a valid UL Lafayette ID. We will be sending out more information prior to the start of the fall semester. GEAIUX CAJUNS!

- **New Student Convocation**
  - **Date:** TBA
  - **Date:** TBA
  - The University Program Council (UPC), a student organization that plans campus events, created Freshman First Down to give incoming freshmen a sense of belonging. Now a tradition on campus, UPC is offering the family of every incoming freshman two complimentary football game tickets with additional tickets available. All students get in FREE with a valid UL Lafayette ID. We will be sending out more information prior to the start of the fall semester. GEAIUX CAJUNS!
2015–2016 ACADEMIC CALENDAR

SUMMER SESSION 2015

Tuition & Fees Payment Deadline Thursday, May 28, 2015
First day of Classes Monday, June 8, 2015
Last day of Classes Wednesday, July 29, 2015
Final Exams Thursday, July 30, 2015 – Friday, July 31, 2015

FALL SEMESTER 2015

Tuition & Fees Payment Deadline Wednesday, August 12, 2015
First-time freshmen classes begin (UNIV 100) Thursday, August 20, 2015
Last day of Classes Friday, December 4, 2015
Final Exams Monday, December 7 – Friday, December 11, 2015

SPRING SEMESTER 2016

Tuition & Fees Payment Deadline Monday, January 4, 2016
First day of Classes Wednesday, January 13, 2016
Last day of Classes Friday, April 29, 2016
Final Exams Monday, May 2 – Friday, May 6, 2016

*Subject to change. Please check the University’s webpage at registrar.louisiana.edu/content/registration/academic-calendar for the most up-to-date information.

Produced by UniversityParent

For more information, please contact University of Louisiana at Lafayette Office of Orientation PO Box 44252 Lafayette, LA 70504 Buchanan Hall, 3rd floor (337) 482-1391 orientation@louisiana.edu

About this Guide

UniversityParent has published this guide in partnership with the University of Louisiana at Lafayette with the mission of helping you easily navigate your student’s university with the most timely and relevant information available.

Discover more articles, tips and local business information by visiting the online guide at: www.universityparent.com/laf

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The University of Louisiana at Lafayette campus is a dog-free and pet-free zone.
What banks are near campus?

Where can my daughter store her belongings over the summer?

What’s the best way to get from the airport to campus?

What are some of the area’s best restaurants?

Where should we stay when we come to visit our student?

What are some fun things to do in the area?

Who should I call if I want to send my daughter flowers?