Resources for Study and Campus Life.

Callier Center for Communication Disorders

The Callier Center is an internationally recognized institution that offers services to people who have any type of communication disorder. Acknowledged for meeting the assessment, treatment, education, and social service needs of children and adults with communication disorders, the Center has programs in preschool education, parent education, and child development. Its clinical services include pediatric and adult services in audiology, speech pathology, and language development; its research activities include psychoacoustics, auditory neurophysiology, speech science, and audiology. Graduate classes are conducted at the Callier Center-Dallas facility, adjacent to The UT Southwestern Medical Center and at the Callier Center-Richardson facility on the main UT Dallas campus.

Career Center

The Career Center offers a full range of services to help students determine their future goals and design their career paths. Career Consultants are available to assist students from all majors. Services include career advising and interest assessments, resume and job search document critiques, mock interviews, job search assistance, and more. In-depth information is available on the Career Center's website.

The Career Center manages the internship program for all majors except EE/CS majors. Students can obtain assistance with searching for and applying for internships as well as information about options for academic credit based on their major. A variety of seminars on such topics as resume writing, cover letter writing, interviewing, networking, and conducting an effective job search are offered on a regular basis. The Career Center also offers a credential file service to assist PhD students with applying for academic positions after graduation.

Part-time jobs, full-time jobs, internship opportunities, volunteer positions, on-campus interview schedules, and career events are posted through CometCareers, an online database. On-campus student employment and work-study positions are also posted through CometCareers, with the exception of TA and RA positions, which are handled by the academic departments. All students have a CometCareers account - they just need to log in and complete their profile. Students upload a resume into the system in order to apply for qualified positions or to make it available for employer referrals.

Representatives of business, government, industry, education, and social agencies work directly with the Career Center to determine the best way to connect with students. They regularly recruit UT Dallas students and alumni through career expos, on-campus interviews, and information sessions. Potential employers also connect with students through Career Center sponsored events such as Mock Interview Day, Resume ER, and many others throughout the year. Organizations post their various opportunities through the CometCareers system.
Carolyn Lipsy Galerstein Women's Center

The Women's Center works with organizations in the University and the Dallas communities to provide resources and services that enhance the experience of all campus women by contributing to an academic atmosphere in which positive role models are highly visible and gender bias and inequities can be addressed. The Center acts as a central coordinating agency for campus and community groups, and offers opportunities and events that promote a broader understanding of the diverse experiences and ideas of women. The Center offers dynamic programs, and provides resources and services that will help the women of our community to grow and develop personally and professionally.

How can I use the Women's Center?

• Meet new people, network with other professionals, socialize, talk to someone who's willing to listen;
• Take a break, study, use the computer, read or rent a book, video, or magazine from our library;
• Learn about resources on campus and in the community that address your specific needs;
• Use the Center as a meeting place for your organization;
• Volunteer at the Women's Center, or find out about volunteer opportunities in the community;
• Stay current on upcoming events and important issues;
• Find out about scholarships offered in the community and nationally.

The Women's Center is located in the Student Services Building, room SSB 4.300, 972-883-6555.

Child Care Center

The Dallas International School (DIS) and UT Dallas jointly provide evening child care. Parents who attend classes are eligible for child care services during their evening class hours for children ages 4 to 11. Child care hours are from 3:30 p.m. to 10:30 p.m., Monday-Thursday. To register your child/children for the child care program please complete each of the forms in the enrollment packet. Call 972-883-6391 to have a packet sent to you, or pick one up in the Student Services Building, 4.400.

Comet Card

The Comet Card is the official university identification card for all students, faculty, and staff. The Card allows access to campus facilities and services, including building access and meal plans, if applicable. It also offers an optional campus account, UTDollars, for on-campus purchases and payments. Cards are issued through the Comet Center located in the Student Union. Call 972-883-2495 or go to www.utdallas.edu/cometcard for more information.
Comet Center

The Comet Center, located on the second floor of the Student Union, is where you go to have your Comet Card issued, pick up DART passes or purchase postage stamps and discount tickets to movies, museums, and other local DFW attractions. See www.utdallas.edu/cometcenter for more information.

Comet Families

Comet Families is an avenue for family members and parents of UT Dallas students to get information about the campus, be involved in their student's campus experience, and strengthen their connection to the Comet community. For more information call 972-883-6395 or go to www.utdallas.edu/family.

Comet Spirit Programs

Comet Spirit Programs is comprised of the UT Dallas Cheerleaders, Power Dancers, Pep Band, Soccer Sweethearts, Diamond Dolls, Court Cuties, and Temoc. Temoc is the official mascot of UT Dallas and works with all spirit groups to build school spirit, promote community and cheer the Comets on to victory (www.utdallas.edu/spirit).

Computer Facilities

The Office of Information Resources provides computing facilities for student, faculty, and staff use in instruction and research. General access computer labs are located on the first floors of the Founders Building and the McDermott Library Building. The labs provide a modern, networked computing environment with Windows-based and Macintosh computers, scanners, and more.

Dedicated systems are also available to support such functions as campus information services, programming, research-related activities, and computationally intensive applications. A sophisticated campus-wide network permits offices and laboratories direct access to extensive computing resources both on- and off-campus. The University maintains high bandwidth connections to the commodity Internet as well as appropriate research and education networks, such as Internet 2.

Remote administrative services are provided through the Galaxy portal (galaxy.utdallas.edu), and remote access to the campus network and computing resources is provided through VPN (Virtual Private Networking) services. The University provides wireless LAN access to the campus community across most of the institution. Currently enrolled UT Dallas students and employed faculty and staff may utilize the campus network using devices with the appropriate wireless network interface. Guest wireless access is also provided on request. The latest information regarding computing services can be found at the Information Resources website at www.utdallas.edu/ir.

Many of the schools, programs, and research centers operate their own computing facilities that are available to students as appropriate.
CourseBook Tool

CourseBook is a tool to search for and obtain information related to course scheduling, course descriptions, and course location. CourseBook also contains course syllabi (syllabus), textbook information, course evaluations, and instructor curriculum vitae within one web portal. Go to cours ebook.utdallas.edu.

Dean of Students

The Dean of Students provides leadership in the development, overall management, and supervision of student organizations and activities and serves as an information/referral source for students needing assistance in any situation. The Dean of Students Office is in the Student Services Building, 4.400, and can be contacted at 972-883-6391 or on the web at www.utdallas.edu/deanof students.

Distance Education

Education opportunities at the University include courses and entire programs taught online via the Internet. UT Dallas currently offers courses in a number of areas from across the campus, including courses in teacher education and the natural sciences. Furthermore, distance learning opportunities at The University of Texas at Dallas now utilize e-learning technologies to provide students the opportunity to engage in coursework from remote locations and without the time constraints of the traditional face-to-face classes.

Blended (or hybrid) courses that utilize both on- and off-campus presentation, providing students an opportunity to maximize their learning by collaborative learning experiences are also available. UT Dallas also works with a number of partner institutions to provide students additional learning opportunities through exchange programs and other collaborative programs both nationally and internationally.

More information about specific distance learning programs or courses at The University of Texas at Dallas and registration procedures can be found in the Class Schedule or on the distance learning website at www.utdallas.edu/elearning/online-programs.

Financial Literacy Training

In accordance with Texas Education Code, Section 51.305, the University provides students information and resources to acquire financial literacy skills through a series of lectures and/or online courses. By accessing these resources at the Comet Cents Financial Success Center website and meeting with peer financial coaches, students learn how to budget, to build and maintain credit, and to develop skills in managing their personal finances, including health care and other benefits, investing for the future, loans and repayments, retirement planning, saving accounts, and taxes.
Fraternity and Sorority Life

UT Dallas is home to 21 national Greek fraternity and sorority organizations that provide students with opportunities for friendship, academic achievement, service, and leadership. For more information call 972-883-6523 or go to www.utdallas.edu/gogreek.

Intercollegiate Athletics

UT Dallas is a member of the NCAA Division III American Southwest Conference. The UT Dallas athletic program includes men's and women's soccer, golf, basketball, tennis, and cross country, men's baseball, women's softball, and women's volleyball teams. Graduate students are able to participate only if their undergraduate degree is from UT Dallas and they still have NCAA eligibility remaining. Administrative offices are located in the Activity Center. For additional information call 972-883-4490 or go to cometsports.utdallas.edu.

International Resources

International Center

The UT Dallas International Center (IC) provides programs and services for international students, all students who study abroad, and those participating in UT Dallas sponsored international travel. The IC includes the following departments:

Education Abroad (EA) facilitates education abroad activities including study abroad (for credit/internship/service learning), faculty led programs, and international student exchange programs. www.utdallas.edu/ea

The International Student Services Office (ISSO) serves as a primary resource to the UT Dallas international community by providing student immigration services (prospective, current, and graduated students), federal SEVIS reporting, student immigration advising, F and J immigration processing, and ancillary immigration programs and services. www.utdallas.edu/isso

Intercultural Programs (IP) provides and supports internationally-focused programs for both international and domestic students, such as International Week, International Education Week, Study Abroad fairs/events, and International Student Orientation. www.utdallas.edu/icp

International Partnership Development (IPD) works with the UT Dallas International Partnership Development Committee to review and facilitate University-level international affiliation agreements and partnerships with international counterparts. www.utdallas.edu/ipd

International Risk and Safety (RS) works with the UT Dallas International Oversight Committee to provide risk and safety materials for UT Dallas students, faculty, and staff participating in international education programs and traveling internationally on UT Dallas business. www.utdallas.edu/rs

The International Center departments are located in the Student Services Building, SSB 3.400.
Education Abroad/Study Abroad Programs

UT Dallas offers many international opportunities for both graduate and undergraduate students. Students may participate in international educational programs through five types of mobility: exchange programs, faculty-led programs, internships, independent studies, and third-party study abroad programs. See catalog.utdallas.edu/2015/undergraduate/policies/international-education#education-abroad-options.

The Education Abroad office provides information on available opportunities, university policies governing program options, eligibility requirements, basic preparation, institutional protocol, education abroad fees, and the International Education Fund Scholarship. Information is available through special events, group meetings, individual appointments, reference materials, and at the Education Abroad website, www.utdallas.edu/ea.

Students may apply for the UT Dallas International Education Fund (IEF) Scholarship to request financial support for education abroad programs. Information about the IEF Scholarship, including eligibility requirements and deadlines, is available at the Education Abroad website (utdallas.edu/ea/iefs/). Students may consult with the Office of Financial Aid to determine how participation in education abroad impacts existing financial aid offerings.

Education Abroad is located in the Student Services Building, SSB 3.400. More information can be found at utdallas.edu/ea or by calling 972-883-4189.

Intercultural Programs

Intercultural Programs promotes cross-cultural learning and respect through high-quality, innovative, educational and collaborative programming. Some of Intercultural Programs' largest events include International Week, which celebrates the cultural diversity of UT Dallas, International Education Week, International Student Orientation, English Conversation Hour, Cultural Workshops, and iFriend, a matching program between American and international students.

International Student Resources

Definitions and Fees

All international students enrolling in UT Dallas courses are required to pay the International Student Special Services Fee for the ongoing support of all non-immigrant students enrolled at UT Dallas. Immigrant categories that are fee-exempt include: U.S. citizen; Permanent Resident (PR card required); Conditional Resident; Temporary Protected Status; Refugee; Asylee; Public Interest Parolee; Temporary Residence-Amnesty; People with no documented immigration status.

Any F-1 student participating in Optional or Curricular Practical Training programs is required to pay the Practical Training fee at the point of each Practical Training application. This fee funds the administrative and clerical expenses required to review records and process the forms required by the United States Citizenship and Immigration Service to certify international students for placement in curricular or optional practical training assignments.
All F-1 and J-1 students enrolling in UT Dallas courses for the first time are charged the International Orientation fee to support the administrative cost of running the mandatory international orientation program.

Any student whose immigration status changes officially is required to submit proof of that change to the UT Dallas Registrar's Office and International Student Services Office (ISSO). If the status changes to an exempt classification, the student will not, subsequently, be assessed the International Student Special Services Fee. If the appropriate documentation is submitted prior to Census Day of a semester, the fee for that semester will be refunded based on the tuition refund schedule as published in the UT Dallas Academic Calendar.

Registration Requirements

Prior to enrollment, international students are required to meet the Tuberculosis test and Meningitis vaccine requirements (see catalog.utdallas.edu/2015/undergraduate/resources#student-health-center). All F-1 and J-1 students must attend an International Student Orientation prior to registering in UT Dallas courses. Incoming freshmen students may meet the International Student Orientation requirement by attending Freshman Orientation, with a supplemental one hour international session.

Student Immigration Services

The International Student Services Office (ISSO) provides immigration advising services and processing of I-20 and DS-2019 immigration documents for the international student population at UT Dallas. Services are designed to support international students with information necessary to achieve their educational goals, and information is available through individual student appointments, seminars and workshops, and other outreach activities. Specific legal advice may be sought through immigration attorney services provided by the Student Government. Further information can be found by contacting Student Government.

International Travel, Policies and Services

Please see catalog.utdallas.edu/2015/undergraduate/policies/international-education#international-travel-policies-services

Judicial Affairs

A part of the Dean of Students Office, the Office of Judicial Affairs promotes academic integrity and is responsible for investigating allegations of academic dishonesty and implementing the discipline process. More information can be found at www.utdallas.edu/deanofstudents or by calling 972-883-6391.

Living Learning Communities

Living Learning Communities allow small groups of freshmen who share common academic objectives, goals, and interests to develop a support network with other students, peer advisors, and faculty/staff members. Communities are built around academic interests with a faculty or staff advisor who facilitates distinctive academic and social opportunities that help students extend their
Multicultural Center

The Multicultural Center (MC) provides cultural programs, support services, resources and cultural education programs. The MC is a place for students, faculty and staff to gather and relax. The MC has a comfortable lounge area with a television, videos, computer lab, work station, and a meeting room. Traditional events hosted by the MC are Hispanic Heritage Month, Black History Month, MLK Jr. Breakfast, Asian-American Heritage Celebration, Native American Heritage program, and the Diversity Dinner Dialogues. The MC is home to the Multicultural Peer Advocates (MPA’s). The MPA's are student peer advocates that are available for personal, social or academic assistance.

Office hours are Monday through Thursday 8:30 a.m. - 6:00 p.m., Friday 8:30 a.m. - 5:00 p.m.
Location: Student Services Building. Email: Multicultural Center. Telephone: 972-883-6390.
Website: www.utdallas.edu/multicultural. Director: Arthur Gregg.

New Student Programs

New Student Programs facilitates the transition of new students and their families into the institution. Through a welcoming and inclusive atmosphere, we provide the framework for new students to learn and develop as they adjust to the expectations, standards, and academic rigors of the University while fostering pride in the UT Dallas community. For more information call 972-883-6171 or go to www.utdallas.edu/newstudents.

Professional Preparation

Students at the University who wish to prepare for a career in teaching, law, medicine, or a paramedical field should make every effort to ensure that their coursework at the upper division is in keeping with particular requirements of that chosen profession.

Health Related Professions

Healthcare professional programs do not state a preference about an undergraduate major field, thus permitting students to choose degree programs that correspond to their special abilities and interests. Students interested in the health professions may choose any major as long as they meet the minimum requirements stated by the professional school in question. Students who wish to continue their education in any professional program of study should contact the Health Professions Advising Center (HPAC) during their first semester at UT Dallas. The advisors may be reached by calling 972-883-6767 or by visiting their office at FO 2.210. More information may be found on their website at www.utdallas.edu/pre-health.

Law Professions

Law school admissions committees seek applicants from a variety of educational backgrounds, therefore students should choose degree programs that correspond to their special abilities and interests. Extra-curricular opportunities including internships, Moot Court, Mock Trial, Mediation,
and the Innocence Project Workshop are available for students, regardless of their major. Students interested in a career in law should contact the Pre-Law Advising and Resource Center (PLARC) in the Office of Undergraduate Education, FO 2.202, or by calling 972-883-6712. The PLARC website is located at [www.utdallas.edu/pre-law](http://www.utdallas.edu/pre-law).

**Teacher Certification**

Students who wish to gain certification to teach in Texas schools may do so at UT Dallas through one of its two separate teacher preparation programs - the Teacher Development Center in the School of Interdisciplinary Studies (972-883-2730) and UTeach Dallas in the School of Natural Sciences & Mathematics (972-883-2496). Students must first be admitted individually to the academic program of their choice. They must also seek admission through either the Teacher Development Center or UTeach Dallas as early as possible. The Teacher Certification website is located at [www.utdallas.edu/teach](http://www.utdallas.edu/teach); the UTeach website is at [www.utdallas.edu/uteach](http://www.utdallas.edu/uteach).

Professional education courses, including student teaching, of at least 18 semester credit hours are prescribed to meet state certification regulations. Certification requirements may increase the number of semester credit hours normally required for graduation. Careful planning and utilization of electives for fulfillment of professional requirements may allow the student to avoid such an increase.

The Teacher Development Center supports all of the following certifications while UTeach Dallas supports only the secondary mathematics and science certifications (4-8 and 7-12). Teaching fields in which certification for Grades 7-12 may be earned are English Language Arts and Reading, Social Studies, Computer Science, History, Life Sciences, Physical Science, Science, Chemistry, and Mathematics. Teaching fields in which certification for Grades 4-8 may be earned are Science, Mathematics, Social Studies, English Language Arts and Reading, and Generalist 4-8. The Generalist Certificate is the only teaching field available at UT Dallas for Early Childhood (EC)-6 certification.

All students interested in Teacher Certification should consult the section on Teacher Education Certification Programs in the catalog, as well as the appropriate subject area.

**Recreational Sports**

[Recreational Sports](https://catalog.utdallas.edu/2015/undergraduate/resources) provides UT Dallas students with diverse recreational programs to enhance their overall educational experience. The Activity Center includes a state-of-the-art fitness center, racquetball courts, squash courts, basketball courts, a multi-purpose room, an indoor swimming pool, sand volleyball courts, soccer fields, tennis courts, softball and baseball fields, and a rock climbing wall. Rec Center West is located directly next to Residence Hall West and Dining Hall West. It is available to all students, faculty and staff. Rec Center West's gym courts will be reserved primarily for badminton and volleyball. The center also includes a cardio fitness space and multipurpose room for additional workout needs. Recreational Sports also offers students opportunities to participate in a variety of intramural and club sports, group exercise and non-credit courses. For additional information call 972-883-2096 or go to [www.utdallas.edu/recsports](http://www.utdallas.edu/recsports).
Residential Life

Residential Life and its student-support team of Peer Advisors are committed to seeing that every resident student has a safe, comfortable and welcoming environment in which to live and learn. For more information call 972-883-7340 or go to www.utdallas.edu/housing.

Road Warriors

The Road Warriors program is committed to enriching the collegiate experience of commuter students at UT Dallas. We serve the commuter student population through information, resources and social programs. For more information call 972-883-6183 or go to www.utdallas.edu/roadwarriors.

ROTC Programs

Students at The University of Texas at Dallas may participate in the Air Force ROTC program at The University of North Texas, or in the Army ROTC program at The University of Texas at Arlington.

Students register for the ROTC courses by contacting the Office of the Registrar at the time they register for other UT Dallas courses. Payment for the courses is through the UT Dallas Bursar Office by the published payment deadlines. The ROTC courses are used as elective courses. Successful completion of degree requirements and the respective ROTC program can lead to a commission as a second lieutenant in the United States Air Force or the United States Army.

For further information and application procedures, contact:

AIR FORCE ROTC
Detachment 835
The University of North Texas
P.O. Box 305400
Denton, Texas 76203-5400
Telephone: 940-565-2074

or ARMY ROTC, Enrollment Officer
The University of Texas at Arlington
P.O. Box 19188
Arlington, Texas 76019
Telephone: 817-272-3281 (metro)

Student AccessAbility

Student AccessAbility ensures that qualified students with documented disabilities have an equal opportunity to participate in educational, recreational, and social activities at UT Dallas. Students with disabilities are urged to contact Student AccessAbility as soon as they are admitted to the University. Student AccessAbility is located in the Student Services Building, 3.200, and can be contacted at 972-883-2098 or on the web at www.utdallas.edu/studentaccess.
Student Activities

Student Union and Activities Advisory Board (SUAAB) is a group of student leaders dedicated to programming diverse social and educational events to enhance the student experience. Events coordinated by SUAAB include the annual Homecoming Dance, Casino Night, Springapalooza, comedians, concerts, and more. SUAAB is located in the Student Activities Office (SU 2.506) and can be contacted at 972-883-6438 or on the web at www.utdallas.edu/suaab.

Meteor Theater is a student-run movie program that screens popular movies on campus. Meteor Theater also screens cutting edge documentaries through its Cinemateque program and international films through its World Cinema program. Meteor Theater host the annual Cosmic Film Festival to encourage an interest and appreciation of student-created, original movies and short films. Meteor Theater is located in the Student Activities Office (SU 2.506) and can be contacted at 972-883-6215 or on the web at www.utdallas.edu/meteortheater.

Student Affairs

The Division of Student Affairs, under the direction of the Vice President for Student Affairs, offers a variety of student services and programs to enhance the educational experience of all enrolled students. For more information go to www.utdallas.edu/studentaffairs.

Student Counseling Center

The Student Counseling Center is staffed by licensed psychologists and counselors who are available to help students with personal and interpersonal problems. Services include individual counseling, couple counseling, group counseling, crisis intervention and special workshops/programs relevant to student needs. In addition, a psychiatrist is available to provide Student Counseling Center clients with medications when necessary.

All counseling services and records are held confidential to the extent permitted by law and are governed by the Family Educational Rights and Privacy Act, the Texas Open Records Act, and Article 5561(h), Vernon’s Annotated Texas Civil Statutes. The Student Counseling Center is located in the Student Services Building, SSB 4.600. For more information call 972-883-2575 or go to www.utdallas.edu/counseling.

Student Exchange Program - UT System

The UT System Student Exchange program is designed to allow upper-division students enrolled in an institution of the UT System to take courses or engage in research at another institution within the System during a regular semester or summer session.

A UT Dallas student in good standing who has completed at least 60 semester credit hours is eligible to participate in the exchange program. Approval by the student’s Associate Dean of Undergraduate Education is also required. Visiting students register and pay tuition and required fees at their home institutions and are given normal privileges associated with available student services at the exchange institution. Visiting students are subject to the rules and regulations of
both institutions.

Each UT System institution has designated an individual to coordinate and approve undergraduate student exchanges. Interested UT Dallas students should contact the Office of the Dean of Undergraduate Education for additional information: call 972-883-6706 or email the Office of the Dean of Undergraduate Education.

Students at other UT System schools wishing to take courses at The University of Texas at Dallas under this exchange program should contact and work through the office designated by their home institution.

Student Government

Student Government is the official representative body and voice of UT Dallas students. Students have the opportunity to participate through serving on committees, running for office, or voting in elections. Student Government provides many free services for students, including attorney services, the Comet Discount Program, and free bluebooks. Further information may be obtained from the Student Government Offices in the Student Union (SU Suite 2.4), by calling 972-883-2284, or by going to www.utdallas.edu/student/sg.

Student Health Center

The Student Health Center offers routine medical services and treatment to all currently enrolled students who have paid the medical services fee and are attending classes. Services include physicals, diagnosis and treatment of acute illnesses and injuries, general medical problems, gynecological problems, treatment of stabilized chronic illnesses, allergy injections, and limited immunizations. Care providers include Nurse Practitioners and a Staff Physician. While there is no out-of-pocket cost to students for most services, there are charges for laboratory services, medications, and specific procedures provided to individual students. Such charges incurred by students who are covered by the UT Student Health Insurance Plan are billed directly to the insurance company. Students not covered by this plan must pay for services at the time they are provided. The Student Health Center also provides information on the prevention and transmission of HIV infection and AIDS, and offers related testing and education programs. Students are also encouraged to be current on all recommended immunizations.

All services or treatment obtained from medical facilities other than the Student Health Center are the responsibility of the individual student. The staff at the Student Health Center can make referrals to off-campus medical providers as appropriate.

All medical services and records of the UT Dallas Student Health Center are held confidential to the extent permitted by law and are governed by the Family Educational Rights and Privacy Act, the Texas Open Records Act, and Article 5561(h), Vernon’s Annotated Texas Civil Statutes. The Student Health Center is located in the Student Services Building, SSB 4.700. Call 972-883-2747 for more information or go to www.utdallas.edu/healthcenter.
Bacterial Meningitis Vaccination Requirement

Per State legislation effective January 1, 2012, all entering Texas college students must receive a vaccination or booster (if the vaccination is five years old) against bacterial meningitis before enrollment in accordance with Texas Education Code, Section 51.9192.

The vaccine or booster is required for entering students at Texas public and private colleges, living both on- and off-campus.

- An entering student is a new student or a student who has had a break of enrollment for one or more fall or spring semesters. Summer semester is not included as a break in enrollment.
- Transfer students are considered entering students. Transfer students may request an official memo stating proof of vaccination (within the last five years) from their previous institution and submit with the vaccination requirement form.
- Students who are enrolled only in online courses are exempt if they supply an online exemption form.
- Entering students 22 years of age or older are exempt.

The student, or parent or guardian of the student, must provide a meningococcal meningitis vaccine requirement form with an official immunization record or other required documentation listed on the form, showing the student has received the bacterial meningitis vaccination or booster during the five-year period prior to enrollment, and not less than 10 days before the first day of classes.

Students opting to decline the vaccination for bacterial meningitis for reasons of conscience, including religious belief, should request an affidavit through the Texas Department of State Health Services.

Entering students will be unable to register until the paperwork is received and reviewed. The Office of the Registrar sends electronic notifications to students about the vaccination or booster requirement until the paperwork is received.

Mail proof of bacterial meningitis vaccination and form to the following address:

Office of the Registrar, SSB 13
The University of Texas at Dallas
800 West Campbell Road
Richardson, TX 75080-3021
OR
Email bacterial meningitis vaccination documentation to the Office of the Registrar.

Questions concerning the bacterial meningitis requirement and forms should be directed to the Office of the Registrar, 972-883-2342 or go to www.utdallas.edu/registrar.

Hepatitis B Vaccination Requirement

A Hepatitis B vaccination is required for students enrolled in a course of study that involves
potential exposure to human or animal blood or bodily fluids in accordance with *Texas Education Code*, Section 51.933.

**Mandatory Tuberculosis Screening for International Students**

- Tuberculosis (TB) screening is required for all persons born outside the United States, regardless of the status of their application, prior to registering for their first semester at UT Dallas. (Note: Being granted the resident tuition rate does NOT exempt an international student from this requirement.)
- Screening for TB must be administered, regardless of prior BCG vaccination, no more than (6) months prior to the first day of class.
- The only acceptable TB screening option is the Interferon Gamma Release Assay (IGRA) blood test (T-Spot). A TB skin test will **NOT** be accepted.
- The T-Spot test must be administered and interpreted in the United States by a licensed medical provider.
- International students who do not complete a TB screening or who do not submit the appropriate documentation will NOT be allowed to register for classes.
- The T-Spot test is available through the on-campus Student Health Center at a reasonable cost.

Appropriate documentation secured from a U.S. licensed medical provider may be sent to the following address:

Student Health Center, SSB 43  
The University of Texas at Dallas  
800 West Campbell Road  
Richardson, TX 75080-3021

See the UT Dallas Student Health Center [website](https://catalog.utdallas.edu/2015/undergraduate/resources) for more detailed information.

**Recommended Immunizations**

The following vaccines are recommended but not required:

- Hepatitis A and B
- Human Papillomavirus (HPV)
- Influenza (flu)
- Measles, mumps, rubella (MMR) - 2 doses (required for international students)
- Tetanus, diphtheria, pertussis (Tdap)
- Varicella (chicken pox)

For more information, please visit [www.utdallas.edu/healthcenter/immunizations](http://www.utdallas.edu/healthcenter/immunizations).
Student Health Insurance

The University of Texas at Dallas Student Health Insurance Office, under the direction of the Student Health Center, provides unique and confidential health insurance advising services for UT Dallas students. Health insurance is available to all students at UT Dallas and is required of all international students (students who are not U.S. Citizens, U.S. Permanent Residents, Asylees, Refugees or undocumented aliens). All international students are assessed the Student Health Insurance (SHI) fee at the time of registration for classes. International students are responsible to pay the fee unless they apply for and are granted a waiver based on documentation of other comparable insurance coverage. Contact the Student Health Insurance Office for more information at 972-883-2747 or on the web at www.utdallas.edu/healthcenter/insurance.

Student Leadership Programs

Student Leadership Programs, offered through Student Development, help students to develop and enhance competence and self-knowledge as it pertains to leadership in a global society. Students have the opportunity to participate in two certificate tracks, workshops, webinars, and retreats and conferences. For more information call 972-883-2242 or go to www.utdallas.edu/leadership.

Student Media

The award-winning student newspaper of UT Dallas, The Mercury, publishes biweekly on Mondays throughout the school year. The newspaper offers paid positions for writers, editors, graphic designers, and photographers.

Radio UT Dallas, the student-run Internet radio station, features an eclectic and freeform mix of music and original programming including news and talk shows. College Music Journal has recognized Radio UT Dallas as one of the best Internet radio stations in the United States.

AMP, a student opinion magazine that focuses on student life, global politics, arts, events, and social commentary, publishes once per month during the fall and spring semesters.

UTD TV, a web-based television station provides a medium for broadcasting news, entertainment shows, and other content produced by students, staff and faculty.

Student Organization Center

The Student Organization Center (SOC) helps UT Dallas students become more connected to campus life. SOC provides programming and services for registered student organizations and for students interested in participating in the many activities at UT Dallas. Visit us in the Student Union (SU 2.416) or go to www.utdallas.edu/sof.

Student Organizations

Registered student organizations provide the major means by which students can connect to
campus life while developing friendships, interests, talents, and leadership skills. There are over 250 student organizations at UT Dallas that cater to a variety of interests, such as academic and honor groups, service clubs, religious groups, ethnic groups, and special interest groups. Detailed information on the groups and guidelines for forming new organizations is available in the Student Organization Center (Student Union, 2.416). For additional information call 972-883-6551 or go to [ww.utdallas.edu/sof](http://ww.utdallas.edu/sof).

**Student Outreach and Academic Retention (SOAR)**

In addition to School based advising, the Student Outreach and Academic Retention (SOAR) office is dedicated to providing academic advising to students who are at-risk for Academic Suspension and students who have not met the Academic Excellence Scholarship (AES) requirements. Students not in good academic standing or who have not met their AES scholarship requirements are required to meet with a SOAR advisor and follow a prescribed advising plan. The individualized plan will be designed to help each student improve their academic standing by addressing their specific needs including but not limited to study skills, time management skills, personal issues, and appropriate campus office referrals. SOAR office advising is available to all students though not required of students in good standing.

**Student Success Center**

The Office of Student Success operates the Student Success Center, which offers assistance to students in the areas of writing, mathematics, communication, multiple science fields, reading, study skills, and other academic disciplines. These services are available through individual and small group appointments, workshops, short courses, and a variety of online and instructional technologies. All students enrolled at UT Dallas are eligible for these services.

The Math Lab gives short-term and semester long support for a variety of introductory and advanced mathematics courses. Students may drop in to visit with a math tutor on a regular basis. Comet card is required.

The Writing Center offers a collaborative learning environment for one-to-one and small group assistance with general and advanced writing assignments and overall writing skills. Scheduling an appointment is strongly recommended, but walk in appointments are possible if a tutor is available.

The Peer Tutoring program offers free tutoring assistance in multiple locations for many of the historically challenging undergraduate subjects at UT Dallas. Tutoring sessions, offered every weekday on a drop-in basis, are one-on-one or in a small group format. The sessions are designed to meet students' individual questions and needs related to course/subject concepts. All peer tutors are current UT Dallas students who made an A- or better in the course and have a strong faculty/staff recommendation. Students should check the Student Success Center website each semester for subject offerings and session times.

The Peer-Led Team Learning (PLTL) program provides an active, engaged learning experience for students who meet in small groups once a week with a Peer Leader who helps guide them through potentially difficult gateway course. Students that attend sessions regularly typically earn a half to a
whole letter grade higher than students that do not participate in the PLTL program.

**Supplemental Instruction (SI)** provides free, peer-facilitated weekly study sessions for students taking historically difficult courses. SI sessions encourage active, collaborative learning based on critical thinking and transferable study skills. SI leaders attend lectures, take notes, and read assigned material just like the enrolled students. Students should check the SSC website for subject and session times.

The **Communication Lab (CommLab)** offers one-on-one and group consultations where you will gain practical feedback for improving oral and group presentations.

**Success Coaches** are available for individual student appointments to discuss study skills, time management, note taking, test taking and preparation, and other success strategies.

The Student Success Center’s main office is located in the McDermott Library Building and can be contacted by calling 972-883-6707 or by sending an email to the Center.

**Student Transition Programs**

The Student Transition Programs Office provides programming, services, involvement opportunities and websites specific to the sophomore, junior and senior student populations at UT Dallas. Programs include Major Investigations (SOYE), Career Connections (JRYE), and Countdown to Commencement (SRYE). The Student Transition Programs Office is located in the Student Services Building, 3.600, and can be contacted at 972-883-6147 or on the web at [www.utdallas.edu/transition](http://www.utdallas.edu/transition).

**Student Union**

The **Student Union** is a place for students to hang out, grab a bite to eat, and just relax. Open seven days a week, it includes a TV lounge, study lounges, pool tables, ping-pong tables, the Comet Café, which includes a variety of food options, The Pub, and a number of meeting rooms that can be reserved for organization meetings, as well as outside meeting areas on the mall in front of the building.

**Student Volunteerism**

The **Student Volunteerism Program** offers students a variety of opportunities to lend their time and talents in service to the communities of UT Dallas, North Central Texas, and beyond. Programs include Alternative Spring Break, Viva! Volunteer, Earth Week, UT Dallas Community Garden, OSV Student Leadership Program, recurring volunteer events, and year-round donation drives. The Office of Student Volunteerism is located in the Student Services Building (SSB 3.600) and can be contacted at 972-883-6393 or on the web at [www.utdallas.edu/volunteer](http://www.utdallas.edu/volunteer).

**Student Wellness Center**

The Student Wellness Center promotes health, fitness, and responsible personal choices among UT Dallas students through educational programs, resources, and individual consultations. Programs
include alcohol and other drug awareness, sexual responsibility, suicide awareness, nutrition and fitness, and men's and women's health. The Student Wellness Center is located in the Student Services Building, SSB 4.500, and can be contacted at 972-883-4275 or on the web at www.utdallas.edu/studentwellness.

Textbooks

The University Bookstore stocks all required textbooks and software. Textbook information for specific courses is available within the CourseBook web portal at coursebook.utdallas.edu. Textbook information includes International Standard Book Number (ISBN) and retail price information; data is collected from the campus bookstore on a regular basis. For additional assistance, click on the help tab within coursebook.utdallas.edu.

The University of Texas at Dallas advises students that they are not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer. (Texas Education Code 51.9705; 19 TAC 4.215)

Transfer Student Services

The Transfer Student Services Office provides support to new and returning transfer students to ensure their successful transition into UT Dallas. Programs include Transfer Orientation in Spring, Summer and Fall, Transfer Thirsty Thursday, Welcome Wednesday and more. Transfer Student Services also supports Tau Sigma National Honor Society for Transfer Students. The Transfer Student Services Office is located in the Student Services Building, 3.600, and can be contacted at 972-883-6147 or on the web at www.utdallas.edu/transferservices.

University Housing Information

Students are provided several affordable on-campus housing options. All on-campus housing is reserved for UT Dallas students.

Locations include University Village apartments and University Commons residence halls, a community owned by UT Dallas.

In accordance with university policy, all freshmen who choose to live on campus are required to live in University Commons residence halls.

UT Dallas does not currently check criminal history records for on-campus housing students. The University is entitled to obtain criminal history information that relates to a student or applicant who applies to reside in on-campus housing and will notify the individual if the information is used to deny them housing. Texas Government Code, Section 411.0945.

For more information please go to www.utdallas.edu/housing or www.utdallas.edu/reslife.

Contact Information:

Residential Life Office
University Libraries

Eugene McDermott Library and the Callier Library support the research, instruction, and community service programs of the University by providing access to information in both print and electronic forms. The libraries consist of over two and a half million items, including more than 71,000 electronic journals, 1 million electronic books, and thousands of media, microforms, and maps.

Callier Library is a satellite facility dedicated to supporting the Callier Center for Communication Disorders and the Center for BrainHealth in downtown Dallas. It specializes in materials on speech and hearing disorders.

McDermott Library, located on the UT Dallas campus, is not only a federal depository library, it is also a Texas state depository. Government documents are available in a variety of formats. Other important documents and research collections are housed within The Special Collections Department. Collections include the Wineburgh Philatelic Research Library, the Louise B. Belsterling Collection, the History of Aviation Collection, and the UT Dallas Archives. The Library also has a rare books collection. Distance learners can access the ever-expanding digital collection through the library’s website. Current students, staff, and faculty have unlimited access to electronic resources such as databases, e-journals, e-books, and audiobooks. McDermott is also developing Treasures, a digital institutional repository to showcase the research and scholarship conducted at the University.

Staff members at both locations provide active support for all the people they serve. Librarians consistently hold class and individual instruction on the use of the library, how to conduct research and how to develop information literacy skills. Both McDermott and Callier Library offer students with disabilities a range of services to encourage their independent research.

If McDermott and Callier do not have requested items, library customers can utilize the Interlibrary Loan Service. This service provides students with books or articles from a network of major libraries.

UT Online Consortium

In addition to the online courses listed in the catalog, there are additional offerings that students may take through the UT Online Consortium (UTOC). The UTOC is the centralized support center for online education throughout The University of Texas System. On the website (www.utcourseso
Online.org you will find a listing of programs and courses, enrollment services, Texas Information System (TIS), academic calendars, campus contacts, course login information, and learning resources. Designated contacts at each campus are available to assist you, as are the student services support staff of the UTOC. With questions please call toll-free: 1-888-TEXAS-16 (1-888-839-2716).

**Veteran Services Center**

The [UT Dallas Veteran Services Center (VSC)](https://catalog.utdallas.edu/2015/undergraduate/resources) serves veterans, reservists, eligible dependents, and active duty military students attending UT Dallas. The VSC promotes veteran-specific opportunities and connects students to on- and off-campus resources. The space includes a study area with computing stations and lounge for veterans to connect with each other. The VSC is located on the lower level of the Eugene McDermott Library (MC 1.204) and is open Monday to Friday from 8:00 a.m. to 5:00 p.m. For more information call 972-883-4913 or go to www.utdallas.edu/veterans.

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