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.

Campus and Residence Hall Solicitations

In accordance to Regents' Rule, 80103 and the Speech and Expression Assembly Policy, UTDSP5001, Subchapter B, section 46.07, no solicitation shall be conducted on any property, street, or sidewalk, or in any building, structure, or facility controlled by The University of Texas System (UT System) or UT Dallas, except by the officers or employees of the University, acting in the course and scope of their authority, or by the Student Government, or by a registered student, faculty, or staff organization of this institution. Such activities must be conducted in a manner that:

1. does not disturb any academic programs or administrative activities of the University or any program or activity that is authorized by UT System;
2. does not interfere with entry to or exit from a building, structure, facility or with the flow of pedestrians or vehicular traffic on sidewalks or streets or at places of ingress and egress to and from property, buildings, or facilities;
3. does not harass or intimidate the person or persons being solicited;
4. and does not violate applicable state, federal, or local laws or regulations.

Non-university groups, individuals, or associations are not permitted to solicit, distribute, or circulate any petitions, handbills, or other literature in university buildings or on the grounds.

All solicitations on the UT Dallas campus must conform to the Regents' Rules and the Speech and Expression Assembly policy, UTDSP5001; copies of which are available in the offices of the President, Executive Vice President and Provost, Vice Presidents, and Deans, and in numerous other administrative offices and the library.

Prior authorization to conduct solicitations or distribution of materials on campus by registered student organizations or by registered faculty or staff organizations must be obtained through the appropriate offices as outlined in the Speech and Expression Assembly policy, UTDSP5001.

Appropriate responses to violations of the above policy are outlined in the Speech and Expression
Assembly policy, UTDSP5001, Subchapter L, section 46.49: (a) students will be reported to the Dean of Students, (b) the Office of the Vice President of Academic Affairs and Provost will handle faculty violations; and (c) staff members should be referred to Human Resources Services.

**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 ECS 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 recruit UT Dallas students and alumni regularly 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.

For more information, contact the Career Center in the Student Services Building room 3.300, telephone: 972-883-2943, web: [www.utdallas.edu/career](http://www.utdallas.edu/career), email: [Career Center](mailto:CareerCenter@utdallas.edu).

**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.

Center for Students in Recovery

The Center for Students in Recovery provides a community where students can find safety and support in order to thrive and have the best college experience possible while living in recovery. The Center helps students with substance use disorders or other addictions, those affected by addiction, or individuals questioning or exploring the impact of potential addictive behavior on his or her life.

For more information, contact the Center for Students in Recovery in person at the Phase 1 Clubhouse, Monday-Friday from 8 a.m.-5:30 p.m. or via telephone: 469-828-1938, email: recovery@utdallas.edu, or on the web at www.utdallas.edu/recovery.

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. More information can be found at www.utdallas.edu/childcare/.

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 and some off-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

The Comet Families program exists to engage family members of UT Dallas students as partners in the educational and personal development of their student. Through communication, support, and involvement in campus programs, our office aims to develop lasting relationships between family members and the UT Dallas community. For more information call 972-883-6151 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).

Community Standards and Conduct

The Office of Community Standards and Conduct encourages student learning, growth, and development by promoting awareness of the University's expectations of behavior, holding students accountable for violations of these expectations, and developing educational sanctions designed to address the consequences of student decisions. More information can be found at www.utdallas.edu/conduct or by calling 972-883-6391.

Computer Facilities

The Office of Information Technology 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 Technology website at www.utdallas.edu/oit.

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 coursebook.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/deanofstudents.

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 24 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 13 sports - six men's (baseball, basketball, cross country, golf, soccer and tennis) and seven women's sports (basketball, cross country, golf, soccer, softball, tennis and volleyball). Both undergraduate and graduate students are able to participate provided they 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 students interested in studying abroad, international students enrolling at UT Dallas, and students interested in other international activities. The International Center is located in the Student Services Building, SSB 3.400. More information is available online at www.utdallas.edu/ic.

Education Abroad (EA) UT Dallas offers many international opportunities for both graduate and undergraduate students, including exchange programs, faculty-led programs, internships, independent studies, and affiliated partner study abroad programs. 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.
Intercultural Programs (IP) promotes cross-cultural competency development 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.

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. See www.utdallas.edu/isso. 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 Student 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/2016/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.
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.

Recreational Sports

Recreational Sports 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.

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.
Respective Responsibilities of Students and Faculty

Student Responsibility

Students are responsible for reading this catalog and understanding the programs, rules, and regulations affecting their academic progress. Further, students are responsible for fulfilling degree requirements and for enrolling in courses that fit into their degree programs.

Students are urged to plan their work with care, consulting their graduate advisors and those of the teaching staff under whom their work will be taken, and to bear in mind the requirements for the degree they seek. Students are responsible for developing a program of studies approved by their graduate advisor acting on behalf of the Graduate Studies Committee for the graduate program in which they are enrolled. The program of study must assure substantial mastery of the scholarly apparatus of the student's chosen field as well as any languages or other research skills necessary to pursue the degree. The requirements for a particular degree are listed in this catalog under the name of the specific program.

In addition, all graduate students must visit their graduate advisors prior to registration for the semester in which they plan to graduate.

Faculty Responsibility

Faculty members are responsible for reading this catalog and understanding the programs, rules, and regulations so that they can effectively advise students.

Each graduate program has a Graduate Studies Committee that is responsible for the academic content of the programs of studies required for degrees, subject to certain administrative approvals. Each committee has responsibility for the acceptance of graduate students and for the approval of the specific program of study for each student. Each committee also has the responsibility for naming graduate advisors to advise graduate students until the time of appointment of their thesis or dissertation supervising committees, if any. Supervising committees must meet at least once each year and file an annual report on students' progress with the Dean of Graduate Studies.

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 972-883-6171 or go to www.utdallas.edu/roadwarriors.

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 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 DART passes. 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.

https://catalog.utdallas.edu/2016/graduate/resources
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, limited immunizations, x-rays, and ultrasound. 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
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 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.

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 international students holding F1, J1, or J2 non-immigrant visas. International students holding F1, J1, or J2 visas are automatically 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 a certificate program, 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 Modest Proposal, 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 300 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 www.utdallas.edu/sof.

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 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 assault prevention, sexual responsibility, suicide awareness, nutrition and fitness, and men's and women's health. The Student Wellness Center is also responsible for organizing Comet Voice, the UT Dallas bystander intervention program. 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](http://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](http://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](http://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](http://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.

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](http://www.utdallas.edu/housing).

**Contact Information:**

University Housing  
Telephone: 972-883-7430  
Email: [Housing Office](mailto:Housing.Office@utdallas.edu)

University Village Apartments Leasing Office  
2800 Waterview Parkway Suite #200  
Richardson, TX 75080  
Telephone: 972-883-7300  
Fax: 972-883-7310  
Email: [General Information](mailto:General.Information@utdallas.edu)

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**University Libraries**

[Eugene McDermott Library](https://catalog.utdallas.edu/2016/graduate/resources) and the [Callier Library](https://catalog.utdallas.edu/2016/graduate/resources) 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](https://catalog.utdallas.edu/2016/graduate/resources). 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](https://catalog.utdallas.edu/2016/graduate/resources), 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.utcoursesonline.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) provides multi-faceted support for veteran and military-affiliated students, from admission through graduation, to facilitate achievement of academic and career goals. Military-affiliated students include veterans, current military service members, military spouses and dependents, and ROTC cadets. The space includes an open study area, two quiet study rooms, computing stations, lounge, microwave, and coffee. 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.