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## General Education Requirements

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let your reign begin
Orientation
Building Abbreviations

ALFRN – Alfriend Chemistry Building
ATHL – Athletic Administration Building
ARTS – Art Studio Building
BAL – Batten Arts and Letters Building
BKSTR – University Village Bookstore
CONST – Constant Hall
DIEHN – Diehn Center for the Performing Arts
DRGS – Dragas Hall
ECSB – Engineering and Computational Sciences Building
ED – Education Building
GRNT – Gornto Teletechnet Center
HSB – Health Sciences Building
KAUF – Kaufman Hall
LC – Learning Commons at Perry Library
LIB – Perry Library
MGB – Mills Godwin Life Sciences Building
OCNPS – Oceanography and Physics Building
PLANE – Pretlow Planetarium
PSII – Physical Sciences Building II
ROLLN – Rollins Hall
SRC – Student Recreation Center
SSC – Student Success Center
TED – Ted Constant Convocation Center
THTR – University Theatre
VAB – Visual Arts Building
WEBB – Webb University Center
PNCTR – Peninsula Center
VBCTR – Virginia Beach Center
TCCTR – Tri-Cities Center
Survival Tips from Fellow Monarchs

• Buy rain boots! If you bring an umbrella, make sure it has a reinforced canopy.
• Bring curtains if you’re living on campus and prefer a dark room.
• Bring a small vacuum if you’re living on campus and don’t want to check one out from the desk.
• Arrive early if you’re commuting. Allow plenty of time to find a space and walk to class.
• Purchase a decal and park in an appropriate space if you’re bringing a car (parking tickets are pricey).
• Use a planner (electronic or paper) to stay organized and remember assignments.
• Visit your professors during office hours to make sure they know your name and face.
• Set two alarms if you have early morning classes.
• Keep in mind that many professors don’t offer makeup tests or extra credit.
• Bring a skateboard or bike (with a U-lock) if your class locations are far apart.
• Use the upper floors of the Perry Library if you prefer quiet study.
• Tickets to football and basketball games go quickly! Set a reminder for the on-sale date.
• Take classes during the summer. It will lighten your fall and spring course loads and keep you on track for graduation.
• Don’t bring your winter clothes until you return from fall break (October).
• Take advantage of Activity Hour to get involved on campus.
• Check for holds on your student account a few weeks before class registration.

Getting Your Student ID Card

One of the most exciting moments for a new student is getting a student ID card. You’ll need it to move into and access your residence hall, swipe into classes where professors take attendance, check out library books and attend athletic events. Your ID card carries your door access, meal plan and flex points, and can serve as a campus debit card for your Monarch Plus account.

As an ODU student, you’re required to carry your ID card. So how do you get it? If you submitted an acceptable passport/driver’s license style headshot at least two business days prior to Preview, your ID will be available for pickup during lunch. You’ll need another form of ID such as a driver’s license to collect your ID card.

If you didn’t submit a photo prior to your Preview you can still get your ID card after you register for classes. Visit the University Card Center in Webb Center.

If you don’t have a chance to get your ID at Preview, stop by the University Card Center before you begin classes. Summer hours of operation are Monday through Thursday, 9 a.m. to 5:30 p.m. and Friday 9 a.m. to 5 p.m.

University Card Center
Website: www.odu.edu/cardcenter
Email: cardcenter@odu.edu
757-683-3508
Registration

What to Expect

There are several steps to the registration process at Preview. In the morning, you’ll attend an academic advising presentation for students in your college. Your advisors will talk about course requirements and things you should consider when selecting your classes. After lunch, you’ll register for classes in groups assisted by academic advisors and faculty members. Your Preview counselors will help you navigate Leo Online, our registration system. Please note that parents and guests will be in separate programming while you register.

Success Tips

Evaluate your learning preferences. Make an honest assessment of your learning style and create a schedule that will help you transition successfully into college. For instance, ODU holds classes in the morning, afternoon and evening. When are you at your best? If you have trouble waking up or being on time in the morning, try not to schedule early classes. Additionally, ODU offers classes in traditional classrooms and online. Are you a good independent learner, or would you benefit from face-to-face interaction with a professor and other students?

Consider your course load. Most new students register for 12-15 credits, meaning they spend 12-15 hours in class each week. To graduate in 4 years, you will need to enroll and successfully complete 15 credits per semester. Summer school is an option if you can’t take 15 credits a semester.

Know your options. You’ll pick your courses from the general education requirements and your major requirements. If you’ve chosen a major, use your curriculum sheet to circle courses that interest you. If you’re undecided, use the general education requirements. Don’t let the multitude of options overwhelm you. If you can’t make up your mind what to take, read descriptions of the courses in Leo Online and the University Catalog.

Take note of where class is held. ODU offers classes on its main campus in Norfolk, as well as satellite campuses in Virginia Beach, Portsmouth and Hampton. If you’re a commuter, taking a class at a satellite campus may benefit you. If you’re living on campus and won’t have a car, choose only main campus courses.

Spread out your classes. Space your classes evenly throughout the week so that no day is overloaded. Allot time for breakfast, lunch and dinner. Leave at least 10 minutes between classes so you’ll have time to travel.

Be flexible. Keep your options open. Remember that you may not get your top pick of classes this semester. The more open-minded you are about classes, the easier registration will be. Don’t forget that the schedule you choose at Preview isn’t set in stone. You can adjust it afterward using a computer at home. If you were unable to register for a class you wanted, keep an eye on Leo Online. Seats may become available as other students adjust their schedules!
Registration Terminology

Add – To register for a class
Advisor – Provides academic guidance and approves courses prior to registration
Cap – The maximum number of students that can register for a class
Catalog – Publication that outlines ODU policies and contains course descriptions
Cmp – Campus; ‘A’ for Norfolk, ‘B’ for a satellite campus, ‘E’ for online
Course number – Identifies the course content and level of difficulty
Co-requisite – A course that must be taken along with another course
Credit – One credit represents one hour spent in class per week
CRN – Course reference number; distinguishes one class section from another
Days – M is Monday, T is Tuesday, W is Wednesday, R is Thursday, F is Friday, S is Saturday
Drop – To remove yourself from a class with no academic or tuition penalty
Full load – 12-18 credits in a fall or spring semester
GNST 050 – “Basic Writing,” a developmental, non-degree credit course
GPA – Grade point average
Hold – A block on your account that must be resolved before you can register
Link error – Indicates that you need to sign up for two parts of a course simultaneously (e.g., a lecture and a lab, or a lecture and a discussion)
Lower division course – A course numbered 100 to 200 (e.g., English 110C)
Prerequisite or test score error – Occurs when you don’t meet a minimum qualification to enroll in a course
Registrar – Official keeper of academic records for the university
Rem – How many seats remain open in a class
TBA – An instructor, classroom or meeting time has yet to be assigned to the course
Time conflict – You’ve tried to register for two classes taking place at the same time
Time ticket – Indicates the date and time when you can start registering for classes
Upper division course – A course numbered 300 to 400
Withdraw – To remove yourself from a class after the deadline to drop has passed; tuition and fees are assessed for withdrawn courses and a grade of “W” is awarded.

How to Read a Transcript

AP – advanced placement credit
CP – CLEP
XP – experiential learning credit
P – passing
TP – transfer credit
W – student has officially withdrawn from course
I – incomplete
WF – withdraw failing (F calculated into GPA)
O – grade assigned for an audited class
Z – grade was not submitted by instructor
* – course taken under pass/fail option
& – course taken under audit option
# – non-degree credit course
>/ – course taken under pass/fail option
/ – grade forgiveness applied to this course

Sample Schedule Planner

List of Classes

<table>
<thead>
<tr>
<th>Course # / CRN #</th>
<th>Course Title</th>
<th>Days and Times</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 110 / CRN 12345</td>
<td>English Composition</td>
<td>MWF 10-10:50am</td>
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UNIV Courses

These 1-credit, optional courses are designed to enhance your academic performance and ease your transition into the university.

UNIV 100 - University Orientation
This course explores the relationship between your personal goals, university life and academic programs. It provides orientation to learning skills necessary to succeed in college, and also presents the benefits of using various university services.

UNIV 120 - Career and Major Exploration
This course involves a systematic exploration of individual interests and skills, as well as career resources. Emphasis is placed on defining goals and developing strategies to achieve goals. Career testing and individual conferences are included.

UNIV 195 – Natural Disasters
An introduction to the causes and effects of natural disasters such as: earthquakes, tsunamis, hurricanes, major river floods, volcanic eruptions, tornadoes, meteorite impacts, landslides and ground subsidence.

UNIV 195 - Leadership
This class will be an exciting discovery of your potential. Discover how you can work from your strengths and accomplish more. We will utilize various instruments to help you recognize your style, and you’ll learn techniques to develop your style for a more successful you. This class will benefit all aspects of your life.

UNIV 195 - Learn and Earn Advantage Program (LEAP)
This class engages you in self-reflection and workplace skill enhancement, applicable to experiences encountered as part of LEAP, as well as in the world of work. The course helps you develop and apply skills in self-presentation, work ethic, team membership, professional communication, independence and initiative, and seeing the “Big Picture” for everyday workplace issues. You must be enrolled in LEAP to take this class.

UNIV 200 - Career Implementation
This course provides an in-depth view of the career process, from internships and cooperative education through professional development and lifelong learning. Topics include the job search process, interview skills, job offer evaluation, and the transition to the world of work.

UNIV 400 - Career Engagement
This course is a practical examination and application of resume and cover letter writing, job search strategies including the electronic job search, networking, interview skills, and negotiating a job offer. Topics include the transition to the world of work and professional development.

Other Introductory Courses

SCI 101 – Introduction to the Sciences (1 credit)
This course presents the relationship between majors in the College of Sciences and your career goals. Provides an orientation to the University that emphasizes the learning skills needed for science majors.

BUSN 110 – Introduction to Contemporary Business (1 credit)
This course provides you with a preliminary understanding of business and gives you an opportunity to use office productivity software to enhance communications and presentations. You will be able to identify career prospects for each of the primary business areas and basic business terminology.

ENGN 110 – Explore Engineering and Technology (2 credits)
Co-requisite: MATH 162M. This course includes projects that introduce engineering and technology disciplines. Projects include hands-on experiences with selected engineering problems and issues; team approach to managing projects; discovering the unknown; formulating solutions; designing, manufacturing, and testing; emphasis on learning modules, communication and presentation skills; creativity and innovation.
Freshman Interest Groups (FIGs)

FIGs offer you the opportunity to take English 110C (a general education requirement) with other students who share a personal interest. English 110C prepares you to write the kinds of compositions you’ll be expected to produce in college. By the end of the course, you should be more mature in your understanding and use of language, and should develop efficient writing processes. If you enroll in a FIG, the class will incorporate your interests into your writing assignments!

FIGs have been designed for students with an interest in personal fitness and an interest in outdoor adventure. If you’d like to register for a FIG, please speak with your academic advisor at Preview! Space is limited in these special courses.

Honors College Courses

If you’ve applied to and been accepted into the Honors College, you should visit the Honors College after you’ve been advised in your department. The Honors College is in the Student Success Center, Suite 2000A. There you’ll receive a signed registration form for any honors-designated classes that fit your schedule, such as:

- ACCT 226 – Principles of Accounting
- ARTH 127 – Introduction to Visual Arts
- ARTS 126 – Art as Experience
- BIOL 126 – General Biology
- COMM 126 – Public Speaking
- CS 126 – Information Literacy and Research
- ENGL 126 – English Composition
- ENGL 231 – Introduction to Technical and Scientific Writing
- ENGL 127 – Introduction to Literature
- HIST 126 – The American Past
- HIST 127 – The European Past
- OEAS 126 – Introduction to Oceanography
- PHIL 126 – Introduction to Philosophy
- PHIL 227 – World Religions
- PHYS 126 – Introductory Astronomy
- PHYS 226 – University Physics
- PSYC 226 – Introduction to Psychology

Placement Tests

Writing Sample Placement Test (WSPT). As a new student (freshman or transfer), you must take the WSPT. It serves as the first assessment of your undergraduate writing. Results of this test are used for placement purposes; they have no bearing on your transfer credits. The WSPT is an essay exam. You’ll have an hour and 45 minutes to write a 400-500-word essay in response to a prompt. You may complete the exam on Blackboard. Prior to taking it, you’re encouraged to look at the preparatory materials and sample essay in Blackboard. You must have a passing score on the WSPT to meet prerequisites for upper level English courses and all writing-intensive courses (“W” courses).

COMPASS Math Placement Test. Your math placement is determined by your SAT or ACT score or transfer credits. If you want to challenge your math placement or receive institutional credit for math, you may take the COMPASS test through the Office of Experiential Learning and Testing.

<table>
<thead>
<tr>
<th>SAT Score</th>
<th>ACT Score</th>
<th>Placement</th>
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<tbody>
<tr>
<td>Any score</td>
<td>Any score</td>
<td>MATH 101M or MATH 102M</td>
</tr>
<tr>
<td>451+</td>
<td>24-36</td>
<td>STAT 130M</td>
</tr>
<tr>
<td>551-650</td>
<td>30-36</td>
<td>MATH 162M</td>
</tr>
<tr>
<td>651-700</td>
<td>*</td>
<td>MATH 163M or MATH 200</td>
</tr>
<tr>
<td>701+</td>
<td>*</td>
<td>MATH 211</td>
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</tbody>
</table>

*For MATH 163, 200 or 211, take the COMPASS.

Foreign Language Achievement Test (FLAT). Your foreign language placement is determined by your high school courses or transfer credits. You’ve met the University’s foreign language requirement if you completed two years of two languages or three years of one language at the high school level. However, your major may require more! See your curriculum sheet. If you’d like to place into a higher level of foreign language or receive institutional credit, you can take the FLAT through the Office of Experiential Learning and Testing. There is a fee.

Experiential Learning and Testing
Student Success Center, Suite 1105
757-683-3697
universitytesting@odu.edu
Summer Programs

Freshman Summer Institute (FSI)

FSI is a three-day intensive leadership program for incoming freshmen. FSI builds on the leadership skills of new students and provides you with a jump-start to becoming acclimated to campus. You’ll participate in meals with faculty, staff and current leaders, a hands-on service project and many leadership experiences.

Preregistration is required to participate in FSI and space is limited. The 2013 summer sessions of FSI will be July 12-14, July 19-21 and July 26-28. Information and registration can be found at http://studentaffairs.odu.edu/OSAL. FSI is sponsored by the Office of Student Activities and Leadership (OSAL).

Freshman Service Experience (FSE)

FSE is an optional Week of Welcome event that introduces students to the Monarch Spirit of Service and Civic Engagement. During the day, you’ll be introduced to the importance of service to the local and global community and spend time volunteering at one of several nonprofits in the local area.

Preregistration is required to participate in FSE and space is limited. The 2013 summer session of FSE will be held on August 23. Information and registration can be found at http://studentaffairs.odu.edu/OSAL. FSE is sponsored by the Office of Student Activities and Leadership (OSAL).

Get Connected

CareerLink. This online system helps you search and apply for a variety of jobs and internships, including on- and off-campus opportunities, part- and full-time, and more! Visit http://ww2.odu.edu/ao/cmc/ and log in with your MIDAS ID and password.

myODU Portal. Just log in with your MIDAS ID and password... You’ve got access to your student email, university announcements, Blackboard, Leo Online, DegreeWorks, news, weather and more! Visit at http://my.odu.edu.

DegreeWorks. Log into the myODU portal to use this web-based, academic advising tool. It identifies courses that fulfill requirements for your major. It displays graduate requirements you’ve met already and those you’ve yet to complete. You can also generate “What If?” evaluations to see how courses you’ve already completed would be used if you changed majors. This is a very powerful tool that can help you achieve your academic goals on time in collaboration with your academic advisor. To access the system, visit http://my.odu.edu.

ODU Alerts. This is our urgent notification system. It’s activated when there’s a required action on the part of the university community, such as sheltering from a storm, canceling classes on short notice, or notifying everyone of a dangerous situation on or near campus that could impinge on personal safety (e.g., a chemical spill, bomb threat, or dangerous person). ODU Alerts can communicate with you through text messaging, instant messaging, phone calls, or emails... it’s up to you! There’s no charge for subscribing to ODU Alerts, so you’re encouraged to do so. You’ll receive an invitation in your student email approximately one week after registering for classes. You can also visit the ODU Alerts website at https://www.odu.edu/apps/alerts.

ODU Mobile. You can connect with ODU resources on the go by downloading a free app for your iPhone, iPod touch, Blackberry, Android, or other device. The app gives you quick access to directories, athletic and other news, emergency assistance, campus events, maps, library catalog, shuttle schedules, and the course catalog!

OrgSync. You can start a co-curricular transcript, which tracks your campus involvement! Include student organizations, workshops, trainings and more. Visit http://odu.orgsync.com and log in with your MIDAS ID and password.

YouTube. ODU has its own YouTube channel, which hosts videos on academics and faculty, campus life, distance learning, athletics and virtual tours. Visit http://www.youtube.com/profile?user=odu.

New Student Checklist

Take these steps to make a smooth transition to the University.

- Memorize your University Identification Number (UIN).
- Activate your MIDAS ID and start checking your email.
- Take the Writing Sample Placement Test.
- Take the Transition to College Inventory (freshmen) or Transfer Student Survey (transfers).
- Do you want to start in a higher level of math or foreign language? Contact Experiential Learning and Testing at 757-683-3697 to take these optional placement tests.
• Send your final high school and college transcripts to Admissions.
• Send your AP/IB scores to Admissions.
• Send your immunization records to Student Health Services (by August 1 for fall or January 2 for spring).
• Pick up your student ID.
• Purchase a parking decal online.
• Sign up for a meal plan early so the bill can be assessed to your student account.
• Submit payroll paperwork to the Career Management Center if you’re interested in working on campus. Use CareerLink to find job openings.
• Know the tuition payment deadlines.
• Start your co-curricular transcript in OrgSync! This online service allows you to record your campus activities such as student organizations, conferences you attend, volunteer hours, and honors or awards.
• Familiarize yourself with ODU’s community standards.

Military, Veteran and NATO Students

Military Activities
Based primarily on its Norfolk location in one of the largest concentrations of military headquarters and forces in existence, Old Dominion has enjoyed unique academic and research interface with the Armed Forces dating back to the end of World War II. Accordingly, nearly a quarter of the University’s student body is “military affiliated” as active duty, retired, reservist, veterans and family members. A significant number of former military personnel are included within the faculty, administrative and classified staffs. ODU is well known as a “pro-military” campus that enthusiastically supports the Armed Forces and is routinely classified as such in national surveys.

GI Bill
If you’d like information about using GI Bill benefits at Old Dominion, please call 757-683-4425 (distance learning students should contact their site director) or email vaservices@odu.edu. For more specific information regarding using the GI Bill for the first time, or if you are continuing your benefits, visit http://www.odu.edu/ao/registrar/mss/deadlines/index.shtml.

Military Distance Learning
Old Dominion has been a pioneer since the mid-1980s in providing education support at a distance to military personnel. Approximately 25 percent of the ODU student body, including active duty, reserve, retired personnel and veterans, are obtaining an education by distance learning technologies including satellite, web-based, video streaming and CD-ROM. Visit www.admissions.odu.edu for further details, including a list of all ODU sites around the country.

Reserve Officers Training Corps (ROTC)
Old Dominion University is host to two of the largest ROTC programs in the United States with approximately 300 Army ROTC cadets and 300 Navy midshipmen, officer candidates and Marine Corps students. The Army unit was established in 1969 and is housed in Rollins Hall. The Navy unit, created in 1982 under the title of “Hampton Roads Naval ROTC Unit” is a consortium of Old Dominion, Norfolk State and Hampton universities. The unit is located in the NROTC Annex on Bluestone Avenue. ROTC students are fully integrated into campus life.

Both units have a long history of success in the early development of military officers who have enjoyed outstanding careers and occupied some of the most responsible positions of leadership in the Armed Forces. Visit www.odu.edu/ao/military/ for further information.

Services in Koch Hall
Director of Military Activities. The director of Military Activities maintains links with service leaders, evaluates military-related academic and research opportunities, supervises ODU’s large ROTC programs, develops special military recognition events, and serves as the senior ODU military representative and ombudsman.
Services in Rollins Hall

Military Student Support Coordinator. Located in the Office of Admissions, the military student support coordinator provides a “one-stop-shop” for military veterans, active duty and dependents. The coordinator provides an excellent starting point for inbound military students as they negotiate the admissions process.

Veterans Affairs Services. Located in the Office of the Registrar, this staff provides specialized customer service to members of the various branches of military service, veterans and their eligible dependents. The VA Certifying Official acts as a liaison between the University and the regional VA offices to provide information on university procedures.

Military/Experiential Learning and Transfer Credit. The University fully appreciates the value of military experience and training and accepts such background for credit whenever consistent with higher education and academic accreditation policy. Details may be found at www.admissions.odu.edu on how each service documents military training and education. The Transfer Evaluation Services Office, within the Office of Admissions, evaluates transcripts from regionally accredited colleges and military transcripts.

Important Numbers:
ACT Strategic Engagement Office .............................................. 757-747-3182
Career Management Center ...................................................... 757-683-4388
GI Bill .......................................................................................... 757-683-4425
International Admissions ......................................................... 757-683-3701
Military Activities Director ....................................................... 757-683-3018
Military Distance Learning ....................................................... 757-683-6265
Military Enrollment Services .................................................... 757-683-4473
Military Science and Leadership/Army ROTC .......................... 757-683-3663
Military Student Services (press option 5) ............................... 757-683-4425
Military Transfer Credit ............................................................. 757-683-3685
Naval Science/Naval ROTC ....................................................... 757-683-4744
Transfer Evaluation Services .................................................... 757-683-6840

Services in Webb University Center

Student Veterans Association. This student organization serves the needs of students with prior or current military association, their families and their dependents. It aims to develop and implement support activities to better assess, promote and represent the interests of this population within the university community. SVA has an office in the U-Center in Webb Center.

Services in Dragas Hall

NATO Students. Old Dominion enjoys a highly successful partnership with the nearby Allied Command Transformation (ACT) headquarters, including a wide range of academic exchanges, internships and related endeavors. A limited number of NATO scholarships are available, representing the difference between out-of-state and in-state tuition. The program is coordinated within ACT’s Strategic Engagement Office and ODU’s International Admissions Office.

Military Frequently Asked Questions
Visit www.odu.edu/ao/military/about/faqs.shtml
Additional Help for Transfer Students

At ODU, we understand that transfer students have unique needs. That’s why we have two offices dedicated to easing your transition into the university.

Transfer Evaluation Services
Rollins Hall
757-683-3685
transfereval@odu.edu

Services include:
- Updating and sending final transcripts
- Challenging course equivalencies
- Resolving transcript evaluation issues
- Publishing/reviewing transfer guides and test credit grades
- Completing Service-members Opportunity College course reviews

Advising and Transfer Programs
Student Success Center
757-683-3699
transferadvising@odu.edu
Crystal Anderson, Director (ccanders@odu.edu)

Services include:
- Assisting with transcript re-evaluations
- Teaching UNIV 100 for transfers
- Conducting special events such as transition workshops, Transfer Student Day and Transfer Student Barbecue
- Creating transfer newsletter
- Assisting students who wish to take courses outside of ODU

Advising Tau Sigma National Honor Society. Its mission is to recognize the academic achievement of students transferring from another academic institution and to encourage and promote involvement. Participation is by invitation only after your first semester of full-time enrollment at ODU. You must be enrolled full time, have at least 24 credits, earn a 3.5 GPA or be in the top 20 percent of transfer students during that term.

Transfer Advisors in the Colleges
- College of Arts and Letters: Jeb Midyette (jmidyett@odu.edu)
- College of Sciences: Leanne White (lawhite@odu.edu)

Improving Disciplinary Writing

At Old Dominion, we believe that stretching your mind is the primary goal of higher education. We’ll challenge you to gain foundational knowledge and skills in your general education classes, and higher-level knowledge and skills in your major. We believe that writing is the best indicator that valuable learning has taken place. What does that mean for you? You’ll be expected to master more than the mechanics of writing. You’ll be expected to reflect on new knowledge, draw new conclusions, demonstrate your reasoning process, and support it with research. These skills will be woven throughout the curriculum. We believe that your communication skills, particularly your writing, as well as your ability to learn, will lead you to more and better employment opportunities.
Communicating with Parents and Family

Many new students find that their relationships with family members change as they go to college, whether they’re commuting or living on campus. You may find it helpful to discuss the following topics with your family and share your expectations with one another.

• How often you’ll get in touch and which method you’ll use
• When you’d like them to visit (so you can show off your new campus)
• Which campus activities you’re planning to join or attend
• The academic calendar, including when you’ll have midterms and finals
• Your plans for holiday breaks and any transportation needs
• Whether old house rules still apply (e.g., curfew)

Problem solving... Family members make great sounding boards, but it’s best to contact offices yourself to resolve issues. It’s natural for family members to want to fix things, but there are many things the university can’t discuss with anyone but you.

Remember: Don’t just call home when there’s bad news ... Share good news, too!

Regional Higher Education Centers

Many campus resources are available at the higher education centers!

All locations
• Assistance with admission and registration
• Career Management Center hours
• Computer labs
• Convenient parking
• Library services
• Purchasing textbooks
• Picking up a student ID card
• Special events

Virginia Beach Only
• Waves Café
• Purchase of parking permit (required at Virginia Beach)
• Tutoring, peer mentoring and a Writing Center
• Wellness activities
Old Dominion University
Regional Higher Ed Centers

Tri-Cities
1070 University Blvd.
Portsmouth, VA 23703
757-686-6220
www.odu.edu/tricities

Peninsula
600 Butler Farm Road
Hampton, VA 23666
757-766-5200
www.odu.edu/peninsula

Virginia Beach
1881 University Drive
Virginia Beach, VA 23453
757-368-4100
www.odu.edu/vbhec

Where You Work, Where You Live

RIGHT WHERE YOU ARE
### Fall 2013 Academic Calendar

<table>
<thead>
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<th>August 2013</th>
<th>September 2013</th>
<th>October 2013</th>
<th>November 2013</th>
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<td>30 Reading Day</td>
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#### July
- **4** Independence Day Holiday (no classes)

#### August
- **23** Approved copies of theses/dissertations due in Registrar’s Office for August 2013 graduates
- **23** Summer degree conferral date (no ceremony)
- **24** Fall classes begin, Sessions 1 and 2
- **26** FALL TUITION DEADLINE

#### September
- **2** Labor Day Holiday (no classes)
- **3** Deadline to drop classes with no grade or financial penalty
- **4** Deadline to register or add classes
- **10** Last day to withdraw and receive 50% tuition refund or credit
- **27** Last day to withdraw from Session 2 classes without instructor’s signature (grade W assigned)

#### October
- **7** Exams begin
- **13** Exams end
- **15** Fall Holiday (No Classes Sat-Tues)
- **16** Session 2 classes end
- **17** Session 3 classes begin

#### November
- **5** Last day to withdraw from Session 1 classes without instructor’s signature (grade W assigned)
- **14** Fall Commencement Exercises
- **24-25** Holiday Break; University closed

#### December
- **1** Exams begin
- **8** Exams end
- **10** Spring Degree Conferral Date

### Office of the University Registrar
Rollins Hall 116, 757-683-4425
register@odu.edu
www.odu.edu.
Taking Care of Business
Buying Books and ODU Gear

We offer textbooks, ODU apparel and gift items, general reading books, and school supplies at the University Village Bookstore. When purchasing your textbooks there are several options available to save you money. These include the Rent-a-Text program, the Caféscribe Digital textbooks program, and, of course, used books in-store and online (www.shopodu.com).

Textbook Rental

This option allows you to rent course materials and save compared to the cost of purchasing a new book. Rental savings give you extra cash to spend on other aspects of college. You can save between 40 percent to 60 percent off the cost of a new textbook. Rental is available in-store and online at www.shopodu.com. More information is available at www.rent-a-text.com.

Caféscribe

This digital platform provides you an alternative option to the traditional hardcover paper textbook. It offers you the ability to read, highlight, take notes, sort, search and summarize notes with Snap Summary Copy. You can also print a portion of the text. You can collaborate with peers and professors within the textbook itself, sharing notes, insights and information.

Additional features: 50+ publishing partners and well over 15,000 titles, 24/7 customer support, and Try Now/ Buy Later. More information is available at www.cafescribe.com.

Inkling Digital Titles

Inkling reimagines textbooks for the web, iPad, iPhone, and iPod Touch and challenges assumptions of what a textbook can be. The company works directly with publishers to rebuild textbooks from the ground up for a unique digital experience packed with incredible features. Inkling offers hundreds of the most popular titles, cross-platform reading that syncs multiple devices, high-resolution graphics, audio and video content, and more. Learn more at www.inkling.com.

Pageburst Digital

Pageburst is a simple, smart way for you to access your health sciences digital textbooks. You can search and cross-reference topics across multiple books, share notes and highlights with classmates and instructors, access a library of books anytime and anyplace, and more. Pageburst features access to more than 800 nursing and allied health professional digital textbooks. Learn more at http://pageburst.elsevier.com/.

Buying Books

If you want to buy your textbooks, the ODU bookstore offers the largest local selection of new and used textbooks. Shop early to have the best opportunity at the used texts. To find a list of required textbooks:

- Visit my.odu.edu and log in with your MIDAS ID and password
- Click the button for Leo Online
- Click “Registration”
- Click “ODU Bookstore” and follow the instructions

The official ODU bookstore is behind the Ted Constant Convocation Center in the University Village.
Paying Tuition
The Office of Finance welcomes you to the ODU family! Our office is here to assist you with issues pertaining to billing and payment. Once you’ve registered for classes, it’s important to know and familiarize yourself with deadlines and other information to avoid having a hold placed on your Leo Online account. We encourage you to become familiar with the financial policies specified in the University Catalog and other relevant publications.

Office of Finance
202 Alfred Rollins Hall
757-683-3030
www.odu.edu/finance

Quick Facts About Billing:
• ODU does not send paper bills. Billing statements are sent to your ODU email address.
• Parents/guardians may also receive the monthly statements once you add them to your account as an “Authorized User.”
• The billing statement will list all charges on your account (i.e. tuition, housing, meals, and fees) and when the payment is due.
• Tuition rates are subject to change each year. Please visit the website at http://www.odu.edu/finance for the tuition and fees rates for the 2013-14 school year.
• You won’t be allowed to register for subsequent semesters, receive a degree, or access transcripts and grades if you have outstanding University debts on your account.
• Acceptable forms of payment include personal check, money order, Visa/MasterCard (in office or online only), and cash only in the Cashier’s Office. Please be sure you include your UIN (University ID Number) on any check or money order payment. You may also pay via Web Check through Leo Online.

Payment Plan
We offer a University Payment Plan during the fall and spring semesters only. Payment plans must be established each term by the tuition deadline. A $40 nonrefundable processing fee is required at the time of setup. Forms are available in Rollins Hall or online at http://www.odu.edu/finance. For more information about the payment plan, contact tuition@odu.edu.

Employer/Third-Party Payment
We accept company checks or purchase orders as payment, or we can bill your employer for your total charges with the appropriate authorization. Unfortunately, we are unable to bill employers who reimburse an employee based on the course outcome or the grade received. Contact the third-party billing representative at 757-683-3030 for more information.

Financial Aid Disbursement
We are the disbursing agent for students awarded financial aid funds. Funds are applied directly to student accounts and automatically pay the charges. You are responsible for any remaining amount due by the deadline for charges not covered by the financial aid allowed.

Financial Penalties
Registrations are not canceled due to non-payment of tuition or non-attendance of classes. Once registered, you accept financial responsibility for payment to ODU. If you fail to make full payment by the published tuition deadline, you are subject to financial penalties. Past due accounts are placed on hold until full payment is received. Past due accounts are sent to a collection agency. Once a debt is 30 days past due, a 5 percent late penalty of the outstanding balance is assessed. The late penalty is the final warning that your account is past due. Unless you resolve the debt immediately, the University will advance the debt to the next step in the collection process. At 90 days, the debt is advanced to a collection agency and the account holder bears all costs associated with the collection efforts. The cost associated with collections efforts is 25 percent of the outstanding balance.

Balance of Aid Checks
If the amount of financial aid credited to you exceeds your account charges, a balance of aid check will be mailed to your permanent address listed with the Office of the Registrar. Balance of aid checks are released 5-7 business days after the aid has been applied to your account. You’ll only receive a check during the first week of classes if you’ve met all requirements.

Tuition Refund Policy
The University will refund your tuition if you drop your classes within the published deadlines. Please remember that your tuition charges won’t be eliminated if you fail to attend a course or fail to pay on time. Additionally, your classes will not be automatically dropped if you don’t pay on time. For detailed refund information, visit http://www.odu.edu/finance.
**E-Refunds**

E-refunds are available for all refunds (balance of aid and tuition refunds). You must sign up for e-refunds to receive funds electronically. Once a refund is posted to your account, the e-refund is direct-deposited within 2-3 days.

**ODU Student Accounts**

Your student account is subject to the financial policies of Old Dominion University, as specified in the University Catalog. Failure to read and comply with university regulations will not exempt you from whatever penalties you may incur. You can view your account by visiting Leo Online. This account will allow you to view and pay charges, view disbursed financial aid, class schedule and more. From here, you may also print a copy of the billing statement.

**Student Account Representative**

As an ODU student, you are assigned a billing representative based on the first letter of your last name. If you discover an error or have a question about your billing statement, please contact your billing representative. Please allow 1-3 business days for a response.

**Account Representative Contact Information:**

- **Telephone:** 757-683-3030
- **Fax:** 757-683-4100
- **Toll-free:** 800-244-1450

**Accounts A-D**
- Ms. Young (clyoung@odu.edu)

**Accounts E-K**
- Ms. Myrie (nmyrie@odu.edu)

**Accounts L-R**
- Ms. Norman (vnorman@odu.edu)

**Accounts S-Z**
- Ms. Miles (lmiles@odu.edu)

You may send payments or billing inquiries to the address below:

**Office of Finance**

Old Dominion University
Rollins Hall
Norfolk, VA 23529-0045

**Summer School Financial Aid**

Summer School financial aid is administered on a case-by-case basis. There is a separate institutional application and an individual consultation with your financial aid counselor is required. Aid for the summer session is limited. The deadline for applying for summer is generally May 1.

**Applying for Financial Aid**

Begin now to plan for next year. You must complete the FAFSA every year to be considered for student financial aid. The priority application deadline is February 15 and all requested documents must be turned in by June 1. Apply online with FAFSA (http://www.fafsa.ed.gov/). We recommend using IRS data retrieval. If you are interested in scholarships administered by the University, please note that your record will automatically be considered. No separate application is required.

**Financial Aid Counselors**

You’re assigned a financial aid counselor based on the first letter of your last name.

- **Telephone:** 757-683-3683
- **Fax:** 757-683-5920

**Undergraduate Financial Aid Counselors**

- A-F Ms. Jenkins sdjenkin@odu.edu
- G-M Ms. Baker abaker@odu.edu
- N-Z Ms. Reilly creilly@odu.edu

**Distance Learning/Study Abroad/Graduate Counselors**

- Ms. Strachan mstracha@odu.edu
- Ms. Gee wgee@odu.edu

**Satisfactory Academic Progress (SAP)**

SAP requirements are a federally mandated component of maintaining your eligibility for financial aid. You must make satisfactory progress toward earning your degree to continue receiving financial aid. That progress is measured by the number of credits you earn in relation to the credits you attempt, your grade point average, and the time it takes you to complete an academic program. Your academic progress will be evaluated at the end of the spring semester. If your grade point average or hours completed don’t meet minimum requirements, you’ll be placed on financial aid suspension. If that occurs, you will be notified and provided with an opportunity to appeal.

Please note that transfer credits count as attempted and completed hours. Coursework that you repeat counts toward enrollment status. Review SAP policies and procedures online. Contact a financial aid counselor if you have questions pertaining to SAP.
Scholarships
If you receive a scholarship from a civic group, club, church or other organization, please ensure that the financial aid office receives a copy of your scholarship award notice. The scholarship check should be forwarded by the agency to the Office of Financial Aid, 121 Rollins Hall, Norfolk, VA 23529. To expedite crediting of the scholarship to your account, please ask the agency to write your name and University Identification Number on the check.

Need to Supplement Your Income?
Please see the “Looking for Work?” section to learn about on- and off-campus jobs, which can help offset the cost of attendance.

Never Go Hungry
Monarch Dining Services has a ton of options that let you satisfy any craving – wherever and whenever it may hit you. We operate a large variety of dining locations on campus that include all-you-care-to-eat residential restaurants in Webb Center, Whitehurst Hall, and Rogers Hall; food court and franchise favorites; convenience stores and coffee shops. We have national franchises like Chick-fil-A, Pizza Hut, Starbucks, Einstein Bros. Bagels and Raising Cane’s Chicken Fingers.

There are several meal plan options to choose from and all meal plans come with Flex Points that can be used at all Monarch Dining locations. Flexibility makes it easy to get the most value out of your plan, so you choose which plan is right for you. When Flex Points run low, you have the ability to add more Flex Points to the meal plan, which creates even more value.

We Have a Plan for You*
When you have a meal plan, your student ID works like a debit card. Just swipe it, and the meal or Flex Points are deducted from your account.

Meals can be used at any of our all-you-care-to-eat locations: Cafe 1201, Rogers Cafe and Legends in Whitehurst Hall. Meals may also be used at the P.O.D. Markets for Meal Exchange.

Flex Points are built into all student meal plans. Flex Points are placed on your student ID card and can be used at all Monarch Dining locations on campus. You can add Flex Points to your account in $50 increments. One dollar is equal to One Flex Point. Flex Points carry over from fall to spring semesters if a meal plan is purchased both semesters.

For up-to-date meal plan options and pricing, please visit www.odu.edu/monarchdining.

Signing Up
If you’re living on campus, you should have selected a meal plan through the housing application process. If you’re commuting, directions on how to purchase a meal plan can be found at www.odu.edu/cardcenter.

Meal Plans (Residents)
All residential meal plans are part of your Housing Application and are billed as board to your student account. You can access your charges through Leo Online. Meal plans are required to reside on campus (except in Nusbaum and University Village apartments). If you live in the University Village Apartments or Nusbaum Apartments, you can choose to purchase a meal plan through your housing agreement!
Meal Plans (Commuters)
If you live off campus, you’re entitled to the same great dining options as the residential students. We understand that students make dining a social event with their friends. We also want to make sure that you never have to worry about being able to eat. That is why meal plans have been designed to accommodate the various needs of our commuter students.

Changing Your Meal Plan
You can change your meal plan at the beginning of each semester only. During that period, residents may complete the Meal Plan Change Form online at www.odu.edu/cardcenter. Commuters must visit the University Card Center and change meal plans in person. Dates when meal plans can be changed are listed on the Important Dates page. Any additional amount owed is due at the time of the meal plan change. If a refund is due, you may place the amount on your Monarch Plus account or a check will be sent to your address on record within 4-6 weeks. A 10 percent administrative fee (not to exceed $25) will be charged to process a refund check.

Monarch Plus
The Monarch Plus Account is a prepaid debit account placed directly on your student ID card. It provides the flexibility and convenience of a debit card to use at any of our on- and off-campus locations. You’ll receive your remaining balance at the time of each transaction. Money can be added any time by cash, check, money order, traveler’s check, MasterCard or Visa. There are no minimum balance requirements and no fees to set it up. Monarch Plus can be used for food or nonfood purchases.

Locations

Residence Halls: Rogers Cafe, Legends in Whitehurst, Whitehurst and Gresham C-Stores, P.O.D. Market at Dominion House

Webb Center: Cafe 1201, Pizza Hut, Wing Street, P.O.D. Express, Subway, Panda Express, Cafe Spice, Student Health Center, Monarch TechStore, Starbucks Coffee, University Card Center

University Village: University Village Bookstore, Starbucks Coffee, Monarch Shop, Borjo Coffeehouse, Ynot Pizza, Sakura Sushi Bar, Norfolk Ice Cream Company, Tropical Smoothie Cafe, Zero’s Subs, P.O.D. Market, Raising Canes

Other On-Campus Locations: Einstein Bros. Bagels, Parking & Transportation Services, football stadium concessions, select laundry and vending machines

Off-Campus Locations: 7-Eleven (2 locations), Chanello’s Pizza, Chicho’s Pizza, Monarch Sports Grille, Del Vecchio’s, Dominion Bookstore, Dunkin’ Donuts, Gray’s Pharmacy, Great Clips, The Edge, International House of Pancakes, Papa John’s Pizza, Pizza Hut, Shell/Miller Mart, Springhill Suites, Subway, Cancun Burrito Bar, Kroger Grocery Store

Monarch Dining
www.odu.edu/monarchdining
dining@odu.edu
www.facebook.com/monarchdining
www.twitter.com/monarchdining

Computing On Campus

Computer Access
Need access to the Internet? Computer labs are located in Webb Center (in the loft above Starbucks) and in the Learning Commons (first floor of Perry Library). Just log in with your MIDAS ID and password. Most buildings on campus offer wireless Internet, too! You can view computer lab hours and machine availability at http://occs.odu.edu/labs/locations/hours/.
Printing
You can print in our campus computer labs. Each semester you’ll receive a quota of $1.25 to print, which is added to your student account. A sheet printed in black and white costs $0.05 and a sheet in color costs $0.50. You can purchase additional sheets online. For more information, visit http://occs.odu.edu/labs/payforprint.

You can also use wireless remote printing, which allows you to print from a wireless configured notebook to any printer on our Norfolk or Regional Higher Education Center computer labs. For more information, visit http://occs.odu.edu/labs/remoteprint/remote_print.shtml.

Equipment Rentals and More
The Learning Commons at Perry Library rents equipment, including cameras, camcorders, DVD players, GPSs, graphing calculators, iPads, Macs/PCs, voice recorders, cables and peripherals, presentation and sound room equipment. Learn more and check out equipment at the Consolidated Help Desk.

Be a Mobile Monarch
Mobile Monarch is the student notebook program that offers educational pricing for Apple and Windows-based notebooks. Mobile Monarch notebooks are sold at the Monarch TechStore in Webb Center and online at http://ww2.odu.edu/af/techstore/.

The Office of Computing and Communication Services (OCCS) Technical Support Center provides hardware and software support/repair for Mobile Monarch computers and software support for non-Mobile Monarch systems. Send your questions about passwords, access, email, Blackboard and Leo Online to us via email, phone or online. Our help desk is available 24/7 by phone and email.

Technical Support Center
1504 Webb Center
757-683-3192
877-348-6503
occselp@odu.edu

To submit an online work order on Footprints, visit https://fp.odu.edu.

Parking and Transportation

Parking on Campus
There are more than 7,500 parking spaces distributed among parking garages and surface lots around campus. All parking garages and surface lots are permit controlled and enforced through the issuance of parking citations. In order to park on campus, you must have a parking permit. There are a variety of permits and passes available for purchase, including commuter, perimeter, evening, faculty/staff, resident, and visitor.

Parking and Transportation Services
Parking Garage A
43rd St. at Elkhorn Ave.

Hours:
7:45 a.m. to 6:30 p.m., Monday through Thursday
7:45 a.m. to 4 p.m. on Friday

Parking Permits
Parking permits for 2013-14 will go on sale August 2013. To purchase a permit online, you will need your MIDAS ID and password. If you run into problems purchasing a permit online, call the parking office at 757-683-4004 during business hours. Parking highly recommends purchasing your permit online to avoid long lines.

Freshman Residents
If you’re a freshman living in the residence halls, you are not permitted to bring a car to campus your first year (fall through spring semesters). This policy does not apply to non-traditional freshmen (students who have been out of high school for two years or more). There are circumstances that allow freshmen to get a waiver to have their cars on campus. These include off-campus employment (minimum of 20 hours/week), medical issues, extenuating family circumstances, or University obligation/commitment. All freshmen who wish to bring a car must fill out the waiver on the Parking website and submit it for approval.

Shuttle Bus
Parking and Transportation offers two shuttle routes to assist you with getting around campus. Full shuttle information is available online at www.odu.edu/parking. Live shuttle bus tracking via GPS is available at odutransit.com.
**Monarch Loop:** This loop services the perimeter of campus and all the residence halls. A bus leaves Whitehurst, Gresham and the District every 5-7 minutes, starting at 7:30 a.m. The designated route takes approximately 20-25 minutes to complete.

**Kroger/Walmart Route:** This loop takes you off campus to go shopping for groceries and other supplies on the weekends. The designated route takes approximately 60 minutes to complete.

**NuRide**

NuRide is the nation’s first ride-sharing network that rewards you every time you share a ride. For every 10 rides, you’ll receive $10 gift cards to places like TGI Friday’s and Old Navy. NuRide enables you to electronically link up with other riders/drivers and make arrangements to share the ride (whether you’re looking for a ride or offering one). Getting started is easy. Just sign up for a free account at www.nuride.com. Use your ODU email address. Once your account is set up, you can control your entire NuRide experience online, from any computer, anywhere, 24/7/365.

**Zipcars**

Zipcars are wheels when you want them. We’ve parked Zipcars on campus. All you have to do is decide where you want to go and when. Zipcar’s cutting-edge technology means you can reserve your car online, or on your mobile device, 24/7. Low hourly rates include gas, insurance and 180 miles per day.

Zipcars are parked all around campus. For specific locations go to www.zipcar.com/odu. Members age 18-20 can use the Zipcars that live on campus. Members age 21+ also have access to thousands of Zipcars all around Washington, D.C., Atlanta, Boston, Chicago, London, New York, Philadelphia, Pittsburgh, Portland, San Francisco, Seattle, Toronto and Vancouver.

You can join Zipcar for only $35 per year!

**Getting to MacArthur Center Mall and Ghent**

Need to get to the mall? You can take the HRT bus and then “Ride the Tide,” Norfolk’s light rail train.

**MacArthur:** Take the No. 2 bus, which picks up at Hampton Boulevard and 38th Street. At the Eastern Virginia Medical School campus light rail station (EVMC), you can switch to the train and ride to the mall!

**MacArthur and Ghent:** Take the No. 16 bus, which picks up at 43rd Street and Elkhorn Avenue. It stops at the corner of 21st Street and Colley Avenue in Ghent and continues south on Colley Avenue. At the Eastern Virginia Medical School light rail station (EVMC), you can switch to the train and ride to the mall! The No. 16 bus runs for later hours.

**Other Public Transportation Options**

**Air**

Norfolk International Airport
http://www.norfolkairport.com/
757-857-3200

**Train**

AMTRAK – Downtown Norfolk
http://www.amtrak.com
1-800-872-7245

**Bus**

Greyhound Bus Lines – Downtown Norfolk
http://www.greyhound.com
757-625-7500

**Campus Information**

Have questions? We’ve got answers! Located in the front lobby of Webb University Center, the Webb Information Desk is here to help. Lost? We can point you in the right direction. Need a phone number? We’ve got it. Looking for an event? We can find it. And that’s not all! The Webb Information Desk also sells postage stamps and student organization event tickets, leases semester lockers, provides car assistance, issues game room equipment, and even hosts the Student Government Association’s free DVD rental service!

**Hours (Fall and Spring):**
Monday - Friday, 8 a.m. – 10 p.m.
Saturday and Sunday, 9 a.m. – 10 p.m.

**Hours (Summer):**
Monday - Friday, 8 a.m. – 9 p.m.
Saturday and Sunday, closed
757-683-5914
1104 Webb Center
http://studentaffairs.odu.edu/osal/wid

28 TAKING CARE OF BUSINESS
Academic Life
If You’re a Recent High School Graduate...

Attending ODU is going to be different from what you’ve experienced before. The experiences you have in college will stay with you the rest of your life, so it’s important to realize that it will be challenging. Listed below are examples of the new experiences you will encounter:

Your Classes:
- You might have hours between classes. You might take classes in the evening or on weekends. You might have days without any classes.
- You’ll arrange your own schedule in consultation with your academic advisor. Schedules may seem lighter than they really are.
- You’re responsible for understanding and following the catalog guidelines that apply to your major and minor.

Your Faculty:
- If you miss class, professors expect you to get notes from someone else in the class. Don’t ask your professor, “Did I miss anything important?” They may not offer makeup opportunities or extra credit.
- Professors expect you to read and follow the course syllabus, which spells out what’s expected of you, when it’s due, and how you’ll be graded.
- Professors may lecture non-stop, expecting you to identify the important points in your notes. When professors write on the board it may be to amplify the lecture, not to summarize it.

Your Study Habits:
- You need to study at least 2-3 hours outside of class for every one hour you spend in class. So, if you take 15 credits, you’ll study 30-45 hours each week.

Your Freedom:
- You’ll learn to structure and manage your own time with less input from parents and/or professors. This is frequently cited as the biggest challenge for new students.
- You’ll be faced with new moral, ethical, and behavioral decisions. You must balance your responsibilities, set priorities, and make careful choices.

Your Rights (As a college student, you have the right to...):
- To be treated with dignity and respect by your fellow students and college employees
- To receive a quality education
- To pursue your education in an environment that is safe and conducive to learning
- To have your own opinion
- To have your privacy respected
- To appeal instructor initiated withdrawals
- To seek guidance
- To express concern or dissatisfaction with any situation that impedes your pursuit of education
- To withdraw from any course before the deadline
- To a final course review if you feel the instructor’s final grade has not been fair

Your Responsibilities (As a college student, it is your responsibility to...):
- Recognize and respect the rights of other students and treat them with dignity
- Attend and participate in class
- Ask when you don’t understand something or you need help
- Read all class materials, do your assignments, and turn them in on time
- Find out what you missed if you’re absent
Check your progress with your instructors
Provide thoughtful feedback to instructors on evaluations
Be aware of college policies and procedures, including the Code of Student Conduct
Accept the consequences if you do not do what you should
Evaluate your time commitments and manage your schedule accordingly

Your Syllabus:
A syllabus is a document written by your professor that outlines expectations for the course. It may be distributed on paper and reviewed in class or uploaded to Blackboard. The syllabus will contain the lecture schedule, due dates for assignments and exams, specific expectations (such as attendance), grade components, and contact information and office hours for the professor.

Tips
• Visit Blackboard a few days before classes begin. Some professors upload the class syllabus.
• Read the syllabus as soon as you receive it. It may help you decide if the course content and level of difficulty are appropriate for you. If not, you can drop the class.
• Put due dates for assignments and exams in your planner.
• If you have a question about the syllabus, ask your professor.
• Keep the syllabus in a safe place (like a 3-ring binder).

If You’re Coming from Community College
Some transfer students experience a bit of culture shock. Here are a few differences you may notice as you transition into ODU:
• You can’t bill the cost of textbooks to your student account. However, if you are expecting a tuition refund, you can use those funds once they arrive.
• You may notice an increase in the size and frequency of assignments, especially in your 300- and 400-level classes. Many advisors suggest taking fewer credits your first semester until you adjust.
• Your classes may be larger, so it is best to visit your professors during office hours to give them a face to go with your name.

You will meet with an academic advisor each semester to discuss course selection, degree progress, and career goals. This academic advisor provides specialized advising by major.
You may find that the campus is larger than you anticipated, with services spread across multiple buildings.
You will experience greater connectedness to campus if you join a student organization. There are over 300 to choose from, including professional organizations that will strengthen your resume.

University Libraries
ODU has a main library and two smaller libraries. Brief Library Tours (BLTs) are offered in the beginning of the semester to help you find your way around.
The Perry Library (located on 43rd Street) is home to most of the libraries’ collections and services. It includes an impressive collection of monographs, periodicals, government publications, maps, various electronic resources, videos, and other media. The Perry Library houses a broad, diverse, general collection of materials to support your research needs. Additionally, the Perry Library contains the Learning Commons.
The Diehn Composers Room (located in the Diehn Center for the Performing Arts) provides services and resources related to musical collections. The Listening Room provides the opportunity to listen, individually or in groups, to the collection of scores, sound recordings, and DVDs available; many also use the room to compose. The Reading Room offers a place for music scholars to study manuscripts and other special collections materials. The Seminar Room hosts small group meetings and presentations.
The Hofheimer Art Library (located in the Diehn Center for the Performing Arts) includes over 10,000 volumes on architecture, sculpture, drawing, painting, print media, photography, and arts and crafts. It also includes an art reference section, periodical subscriptions, and a guide to selected art resources on the Internet.
For more information, visit http://www.lib.odu.edu/.
Learning Commons and Student Success Center

The Learning Commons and the Student Success Center bring together library resources, technology, and expertise in a flexible, inviting space to help you excel with your coursework, collaborate with classmates, and give you academic support.

What’s available?
• Consolidated help desk
• Writing Tutorial Services
• Math and Science Resource Center
• Einstein Bros. Bagels (indoor and outdoor seating)
• Flexible furniture (build your own study space)
• Quiet spaces
• 6 reservable collaboration rooms
• A presentation and multimedia room, sound booth, and digital media content creation capability
• Public computers with GIS and more
• Equipment loans of iPods, cameras, and camcorders
• Open 24/7

Who’s in the Student Success Center?
• Advising and Transfer Services
• Tutoring and Mentoring
• Educational Accessibility Services
• Experiential Learning and Testing
• Honors College
• Student Transition and Family Programs
• Student Support Services (TRIO)

Tutoring
If you’re having trouble in a class, take advantage of these free, on-campus resources that can help you build your skills and succeed in the classroom.

Peer Educator Program
1104 Student Success Center
http://uc.odu.edu/taa
757-683-6396
Tutoring available: Coordinates tutoring for many subjects and keeps a listing of hours and locations

Math and Science Resource Center
146 Oceanography Building and the Learning Commons
http://sci.odu.edu/msrc
Tutoring available: College Algebra, Pre-Calculus I, Introductory Chemistry, General Chemistry, Organic Chemistry

The Writing Center
Learning Commons
http://al.odu.edu/wts
757-683-4013
Tutoring available: All stages of the writing process for any subject

The Physics Learning Center
Physical Sciences Building, 2nd Floor Atrium
http://sci.odu.edu/physics/resources/learning_center.shtml
SMART Thinking (online tutoring in Blackboard)
http://sci.odu.edu/msrc/Onlinetutoring.shtml

Honors College
The Honors College offers undergraduates the benefits of a small liberal arts college within the framework of a large, research-intensive university. Its general education courses promote active engagement and collaboration between students and faculty. Its essential equipment/supply grants, Student Honors Apprenticeship in Research Program, civic learning projects, and conference travel grants support your development as a researcher and community member.
Benefits:
Honors College courses are offered in a small class setting with some of the best faculty members on campus who emphasize innovation and individualized instruction. These courses are not designed to be more difficult or time-consuming but to deepen and refine the undergraduate experience.

- You’ll receive an annual $500 scholarship ($250 each semester).
- You can apply to live in Honors Housing.
- You’ll enjoy faculty privileges at the library.
- You can register for classes on the first day of the registration period.
- You can apply for travel grants to offset the costs of travel to a national or international conference at which you are presenting.
- You can apply for up to $300 to offset the costs of essential equipment and supplies for the completion of research related to a SHARP-sponsored research apprenticeship, honors contract course, or a senior honors thesis/project.
- Upon completion of the requirements of the Honors College, you’ll be awarded a certificate, a medal, and a silver tassel.

Admission Requirements:
There are no minimum requirements. The typical high school student applying for the Honors College ranks in the top 10 percent of his/her graduating class, has a 1200 SAT combined math and verbal score, and 3.5 or greater high school grade point average.

If you’re applying as a transfer student, you must be a full-time student who is able to complete at least 48 credit hours of your degree at ODU. You must have a minimum cumulative college-level GPA of 3.8. Once accepted into the Honors College, you must earn a cumulative GPA of at least 3.25 each semester and maintain that average throughout your undergraduate college career.

If you’re interested in learning about Honors College requirements or applying, please visit http://www.odu.edu/ao/honors/.

Student Research
Have you considered involvement in faculty-mentored, undergraduate research? Doing research prepares you to be competitive for top graduate programs and research-related careers. It also helps you acquire valuable, hands-on training of the research techniques and methods in your field of study, and hone your writing, reasoning, and informed decision-making skills.

The Undergraduate Research Program is an initiative of the Office of Academic Affairs and the Honors College designed to promote, support and fund the involvement of undergraduate students in ODU’s active research community. These programs are open to all ODU students in good academic standing.

Types of programs include:
- Grants to support student research projects
- Travel funds for student travel to present work at national professional conferences
- An annual research symposium where students present their work to the campus research community
- An online undergraduate research journal

For more information, visit http://www.odu.edu/ao/honors/urp/.

Study Abroad
Have you ever wanted to explore the Great Barrier Reef or walk around Stonehenge? ODU students do, and can! You should consider studying abroad for a summer, semester or full year as part of your academic experience. Study abroad can enhance any major by challenging students to adapt to a new academic system and to infuse their studies with a global perspective. In addition, the culture and language learning opportunities offered by study abroad are unparalleled.

Approved courses that are taken abroad are fully transferable to your academic program, and students can take courses to meet major, minor or general education requirements. Arrangements can also be made for credit-bearing internships, or volunteer and work abroad programs. Students who qualify for financial aid can continue to use this aid while earning credit abroad.

You can learn more about seeing the world while earning your degree by attending a variety of workshops, seminars and the Study Abroad fair. This is truly a life-altering experience. See where ODU students have been by visiting http://www.odu.edu/ao/oip/studyabroad/.
Sophomore Success
The Sophomore Success Program will provide you with the tools and resources needed for a successful year at ODU. Your sophomore year is a critical time as you may be choosing or changing majors, considering internship opportunities, pursuing study abroad possibilities, and taking more major-related courses. Our website [www.odu.edu/sophomore] is packed with campus resources, events, and opportunities that are relevant to you. Throughout your sophomore year you will receive monthly newsletters from our office full of information, tips, and resources specific to that month. Programming is offered all year round -- from Secrets to Sophomore Success to Junior Year Jump-Start, plus monthly faculty luncheons, community service opportunities, and more!

Liz Boyd, Coordinator for Second-Year Programs
Student Transition and Family Programs
1006 Student Success Center
757-683-7099

Christine Ricks, Director
Catherine Moss, Coordinator
Office of Sophomore Success and Continuance
Student Success Center
757-683-3699

Academic Integrity
ODU is committed to fostering an environment that is safe and secure, inclusive, and conducive to academic inquiry, student engagement and student success. This community exists on the basis of shared values and principles. At the University, you are expected to uphold and abide by standards of conduct that form the basis of the Code of Student Conduct. These standards are embodied within a set of core values that include integrity, fairness, respect, community, and responsibility.

When student members of the community fail to exemplify these values, student conduct proceedings are used to assert and uphold the Code. All students are expected to assume responsibility for their conduct, and to assume reasonable responsibility for the behavior of others. The student conduct process exists to protect the interests of the community, and to educate and respond to those students whose behavior is not in accordance with our standards.

The objectives of the Student Conduct System are:
• Create an environment that provides the best opportunity for academic inquiry and learning;
• Assure students a fundamentally fair opportunity to resolve allegations when they have been accused of violating the Code;
• To protect members of the University community from harm resulting from the misconduct of the few students who fail to respect the rights of others; and
• To help ensure order in the University community.

If you only remember a few things about student conduct, here’s what you should know:
• The Code of Student Conduct applies to you no matter where or when conduct takes place. This includes off-campus events, activities that take place during academic breaks, and what you post on social media sites.
• Fighting violates University standards of behavior. Students who live on campus typically have their housing contracts terminated as a result.
• The University has a policy of giving amnesty from policy violations that involve underage drinking or drug use at the time when a student is actively seeking medical help for themselves or others, or for students who provide help-seeking assistance to victims.
• The Office of Student Conduct & Academic Integrity is your partner in achieving your goals at ODU. While we expect you to take responsibility for your actions, we also enjoy seeing you walk across the stage at graduation.

Academic Integrity at Old Dominion University
As a Monarch, you’re expected to familiarize yourself with the standards of academic honesty. These standards may be different from what they were in high school or even at another college or university you have attended.

You’re expected to seek out information about appropriate citation methods and communicate with faculty members to ensure you understand expectations related to classroom behavior and academic work. Here are some tips you may find helpful:
• Don’t wait until the last minute to complete your work, as you are more likely to make careless errors or make decisions which don’t align with your values or institutional standards.
• When reviewing your paper, ask yourself this question: “How will my readers know what words and ideas are my own as opposed to the words or ideas of other scholars?”

• Take careful notes when researching so you will not inadvertently confuse your words/ideas with the words/ideas of others.

• Double-check your work to ensure any citations appearing in your paper also appear in your references (and vice-versa).

• When paraphrasing other authors, compare your paraphrased passage to the original to ensure it does not resemble the original too closely.

• Do not turn in a rough draft by mistake; what you submit is what will be evaluated (both for a grade as well as potential plagiarism).

• Follow the citation style supplied by your faculty member. If one is not provided, ask if one is preferred or recommended and follow it meticulously.

• Collaborate only within the limits established by your instructors; if you have any doubt, ASK!

• Do not assume a faculty member’s failure to prohibit conduct means they permit it.

• For more information about the Code of Student Conduct, please visit the Office of Student Conduct & Academic Integrity’s website at http://www.odu.edu/oscai.

Office of Student Conduct & Academic Integrity
2122 Webb Center
757-683-3431
oscai@odu.edu

Key Terminology
Whenever making changes to your schedule, you should always speak with your financial aid counselor and academic advisor first!

Drop vs. Withdraw
If you drop a class by the deadline, you incur no financial obligation or grade for the class. After the drop deadline, you may withdraw from the class and a financial obligation is incurred. If you’re a full-time student, dropping or withdrawing from classes may impact your financial aid, on-campus housing, or insurance eligibility if you fall below 12 credits.

Official Withdrawal
• After the first seven calendar days of the semester and through the end of the 10th week of a regular semester (or its equivalent for non-semester courses), you may withdraw from any course with a grade of “W” assigned. The “W” grade is not computed in your GPA. During this withdraw period, no instructor signature is required and withdrawal may be accomplished via Leo Online or submitting a Drop/Add/Withdraw Form to the Office of the Registrar in Rollins Hall.
• After the 10th week of a regular session (or its equivalent in a non-semester course) and by the last day of classes, you must submit a Request for Exception -- Permission to Withdraw After Midterm to your instructor and the department chair, who must both sign the form. If permission is granted, a grade of “W” will be recorded when you submit the form to the Office of the Registrar. If permission is not granted by both, you will not be allowed to withdraw from the course. Any appeal of decisions should be brought to the dean of the college offering the course.

Unofficial Withdrawal
• If you stop attending classes without officially withdrawing, you’ll receive a grade of “WF” unless your performance has been an “F”, in which case an “F” will be assigned. The grade of “WF” will be computed in your grade point average. Non-attendance doesn’t relieve you of financial responsibility for the course.

Satisfactory Academic Progress (SAP)
If you’re a full-time undergraduate student on financial aid, you’ll be required to demonstrate satisfactory academic progress (SAP) toward your degree by completing 75 percent of the total credits hours you attempt. If you drop below 75 percent, you’ll receive notice from the Financial Aid Office and be required to submit written documentation (SAP form) explaining the reasons you did not complete as many hours as needed. This written documentation will be reviewed by your financial aid counselor and a committee who’ll determine whether to reinstate your financial aid on a probationary basis. If you receive this probation, you must submit a plan for achieving satisfactory academic progress and a semester-by-semester course plan. Withdrawing from all courses for two consecutive semesters may result in loss of financial aid eligibility.

Incompletes
A grade of “I” indicates assigned work yet to be completed in a given course, or absence from the final examination, and is assigned only upon instructor approval of your request. The “I” grade may be awarded only in exceptional circumstances beyond your control, such as illness, and only after 80 percent of the time allocated for the course has elapsed and substantial progress has been made toward completion of course requirements. The “I” grade becomes an “F” if not removed by the last day of classes the next semester.

Grade Point Average (GPA)
Each letter grade carries a point value that is used in calculating the grade point average (GPA). Your GPA is determined by dividing the total grade points you’ve earned by the total credits you’ve attempted. Your semester (or current) GPA takes into account one semester’s grade points earned and credits attempted. Your cumulative GPA takes into account your total grade points earned and credits attempted.

Grade Forgiveness Policy (GFP)
This policy allows you to retake a class if you received a final grade of C- or below and replace the grade on your transcript to improve your grade point average. You are limited to using grade forgiveness once per class and a total of five times. In order to take advantage of the policy, you must retake the same course at ODU. The registrar will automatically apply the GFP to any eligible course that you repeat at the end of the semester. The second grade will be calculated into your grade point average regardless of whether or not your performance improves. Your academic transcript will list both grades received. While your enhanced grade point average may keep you in good academic standing, it will not affect your eligibility for honors or the dean’s list. Please note that you can’t use Grade Forgiveness if you’ve been found in violation of the honor code for that course.

Academic Continuance Policy
If your cumulative GPA falls below 2.0 for one semester, you’ll be placed on academic warning.
If you don’t achieve a 2.0 cumulative GPA at the end of the next semester, you’ll be placed on academic probation. While on probation, you’ll be required to meet regularly with your academic advisor.
If you achieve a 2.0 cumulative GPA at the end of the next semester, you’ll be returned to good academic standing. While on academic probation, you can continue taking classes as long as you achieve a minimum 2.0 semester GPA (fall or spring). If you don’t, you’ll be placed on academic suspension and must separate from the university. Speak to your academic advisor about appeals for academic suspension and readmission.
Students who receive a 0.0 GPA for two consecutive semesters (fall and spring) will be suspended immediately.
S.O.S. – Help Needed

Student Ombudsperson Services (S.O.S.) is here to help you achieve your personal and academic goals. It’s a place where you can bring questions and concerns about University rules, policies, or procedures, and it provides resources to help you develop strong and effective working relationships with faculty and staff at the University. Additionally, S.O.S. helps you develop resolution strategies for conflicts with instructors, staff, processes or departments; student to student issues; financial concerns; University policy issues; extended class absence notifications, crisis assistance emergency grants, conflict resolution and withdrawal from the University.

Reach out to the Ombudsperson when you need someone to:

• Listen to your complaint
• Clarify University policy
• Answer questions concerning appropriate channels
• Assist with problems that have not been resolved by other offices
• Make referrals to individuals or departments more expert in a specific concern
• Help define options that are available to you
• Open avenues of communication
• Offer a safe place to discuss your concerns

The Ombudsperson reaches out when you:

• Receive medical assistance or a transport to the hospital
• Are admitted as a patient to a hospital
• Experience the loss of a loved one
• Are faced with extenuating circumstances (homelessness)

Student Ombudsperson Services
2008 Webb Center
757-683-3442
oducares@odu.edu

Educational Accessibility

Did you use accommodations to help make you more successful in high school or at a previous college? Do you currently have an Individualized Education Plan (IEP) or are you registered with an office that provides services to students with disabilities? Do you have different educational needs than your friends without disabilities? If yes, then you should consider registering with the Office of Educational Accessibility (OEA).

What might make you eligible?

• ADD/ADHD
• Learning disabilities
• Medical disabilities
• Visual impairments
• Psychological conditions
• Hearing impairments
• Autism spectrum disabilities
• Mobility impairments

As you will soon learn, the ODU environment is different from most high school settings, requiring a great deal of independence and responsibility. You should plan to establish communications with OEA as early as possible to make arrangements for accommodations or services you may require. It’s up to you to share information about your disability to ensure you receive the accommodations you need and are legally afforded by the Americans with Disabilities Act (ADA). Our staff will work with you to determine your specific needs and identify appropriate accommodations and support. These are provided so that you can freely and actively participate in all facets of university life and maximize your educational potential!

What type of support is available?

• Distraction-reduced room for testing
• Full range of testing accommodations
• Interpreters for classes
• Use of assistive technology
• Note-sharing
• Textbooks in electronic format
• On-campus transportation via golf cart
• Consultation with faculty and staff

OEA can help you to follow a well-structured study plan involving the use of time, resources, and accommodations that fit your needs. We’ll help you focus on your strengths, utilize your accommodations, develop good study habits, and stay mindful of your life-long goals. But we can’t help you unless you let us. Please contact OEA to learn more about registering with us.

**Office of Educational Accessibility**
1021 Student Success Center
757-683-4655
http://studentaffairs.odu.edu/educationalaccessibility

OEA’s goal is to comply with legal mandates, ensure equal access, and integrate students with disabilities into a responsive campus community.

**Experiential Learning**

**Thinking about an Internship or Co-Op?**

**Internships** are one-time, paid or unpaid work experiences related to your major or sometimes your minor. **Co-ops** are continuing, paid experiences. There are two types: Parallel co-ops involve working part-time and studying full-time or part-time; Alternating co-ops involve working full-time for one semester, studying full-time for the next, and so on until graduation.

International students are eligible to complete internships through a program called Curricular Practical Training. If you want academic credit for your experience, most academic programs require that you are of junior status or higher, with a declared major or minor, and have at least a 2.0 GPA. Your first step is to attend an internship orientation, sponsored by the Career Management Center. To learn more, visit http://ww2.odu.edu/ao/cmc.

**What is advising?**

Advising is designed to teach you to explore your academic and career options, examine your strengths, set goals, and help you with class registration. These sessions are led by professional advisors or faculty members in your college. During each semester, you must meet with your advisor to discuss your curriculum and academic goals and remove your advising hold (which lets you register for classes). This helps you stay on track with your major.

Advising provides you with options so that you can make your own decisions, become an independent learner, discover your talents and weaknesses, and learn how to overcome academic challenges. Advisors also encourage you to make the most out of your college experience both inside and outside of the classroom.

**When should you see an advisor?**

At Preview, you’ll meet with an advisor in a group setting during the afternoon. Once you begin classes, it’s your responsibility to make an appointment with your advisor. It’s best to make the appointment early in the semester. Many advisors begin seeing students three to four weeks after classes begin! If you wait, you may face long lines and registration delays.

**How should you prepare?**

Review the curriculum sheet for your major and make a tentative plan of the classes you’d like to take next semester. Don’t forget to review the course descriptions to make sure you know about any prerequisites, or minimum requirements for taking the courses. Be prepared to discuss progress toward your goals and any difficulty you may be having. Your advisor may ask you to prepare a degree plan in DegreeWorks and bring it to the appointment.

**Who is your advisor?**

Each academic college assigns advisors differently. You might see a professional advisor during your freshman year and get assigned to a faculty advisor when you’re a sophomore. You might start off with a faculty member from the beginning. The following pages contain contact information for advisors in each college. If you’re undecided on a major, you’ll meet with a professional advisor in the Center for Major Exploration.
Advising in the College of Arts and Letters

Who will advise me?
If you’re a freshman, you’ll be advised by a professional advisor (exceptions: Music majors are advised by faculty advisors; art majors are advised by a professional advisor at Preview and a faculty advisor thereafter). If you’re a sophomore or above, you’ll be advised by a faculty member in your academic department.

Professional Advisors:
Matilda Cox, Director of Advising
1006 BAL
757-683-4939
mcox@odu.edu
Morgan Morrison, First Year Advisor
1006 BAL
757-683-6441
mcmorris@odu.edu
Jeb Midyette, Transfer/Student Success Advisor
1006 BAL
757-683-5396
jmidyett@odu.edu

Upperclassman Advisors:
A complete list of faculty advisors can be found by clicking “Who’s My Advisor?” on the Registrar’s website at http://www.odu.edu/ao/registrar/. For information on each department, visit the College of Arts and Letters website at http://al.odu.edu/.

What critical things should I know about my college?
• You’ll need a grade of “C” or above in English 110C and your second composition course.
• You must earn 26 credit hours before declaring a major.
• Your lower-level general education requirements may differ depending upon your major. Consult your curriculum sheet for specific requirements.
• If you’re pursuing a Bachelor of Science degree, you must meet the foreign language requirements if you took two years of two foreign languages or three years of one foreign language at the high school level.

• If you’re pursuing a Bachelor of Arts degree, you must become proficient in a foreign language through the 202/212 level. That’s 12 credits of foreign language at the college level! You may take a placement test to determine your current level of proficiency by contacting Experiential Learning and Testing at 757-683-3697.

Music Majors/Minors:
• Music majors are advised by faculty members at Preview and thereafter.
• After Preview, contact the Music Department office and register for an audition on your instrument and placement tests in music theory and ear-training/sight-singing.
• Contact your private music professor during the first week of classes to set up your lesson schedule.
• Attend the Music Department Convocation in Chandler Recital Hall during the first week of classes. You’ll meet faculty and staff and learn about opportunities, requirements, and upcoming performances.
• Get familiar with the Approved Accompanist List, posted in the music office. You’ll need to make arrangements for an accompanist early in the semester. This important relationship will benefit your performances!

Music Department Contact Information:
Main Office: 757-683-4061
John Toomey, Department Chairman
757-683-4077; jtoomey@odu.edu
Agnes Fuller Wynne, Chief Departmental Advisor
757-683-4071; afuller@odu.edu

Audition Contact Information:
Brass Choir – Mike Hall (jhall@odu.edu)
Collegium Musicum – Dr. Lee Teply (lteply@odu.edu)
Concert Choir – Dr. Nancy Klein (nklein@odu.edu)
Jazz Choir – Prof. John Toomey (jtoomey@odu.edu)
Jazz Ensemble – Prof. Keith Philbrick (kphil010@odu.edu)
Madrigal Singers – Dr. Lee Teply (lteply@odu.edu)
Monarch Marching Band – Dr. Alex Trevino (atrevino@odu.edu)
Opera Theatre – Dr. Brian Nedvin (bnedvin@odu.edu)
Percussion Ensemble – Prof. David Walker (dwalker@odu.edu)
Wind Ensemble – Prof. Dennis Zeisler (dzeisler@odu.edu)
**Advising in the College of Business and Public Administration**

**Who will advise me?**

If you have fewer than 25 credit hours applied toward the Bachelor of Science in Business Administration (including transfer students), you will be advised in the Office of Undergraduate Advising, 1011 Constant Hall, by the freshman academic advisor.

If you're changing majors from a different college, or if you're a transfer or returning student, you will be advised in the Office of Undergraduate Advising, 1101 Constant Hall, before assignment to a faculty advisor.

If you have 26-80 credit hours toward the Bachelor of Science in Business Administration, you will be advised by an assigned faculty advisor. An updated list of faculty advisors can be found outside the Office of Undergraduate Advising, 1101 Constant Hall, or online at [http://bpa.odu.edu](http://bpa.odu.edu).

If you have over 80 credit hours toward the Bachelor of Science in Business Administration, you will be advised in the Office of Undergraduate Advising, 1011 Constant Hall.

**Professional Advisors:**

Jennifer Usis, Director of Academic Advising  
757-683-5777; jusis@odu.edu

Billie Montgomery-Cook, Freshman Academic Advisor  
757-683-5777; bcook@odu.edu

**What critical things should I know about my college?**

You must be accepted into the College of Business and Public Administration. This acceptance also serves as the official declaration of your major. You can find more details about the application process in the University Catalog at [http://catalog.odu.edu](http://catalog.odu.edu). We'll also provide you with guidance through the admissions process.

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**Advising in the Darden College of Education**

**Who will advise me?**

*Freshmen and first-year transfers with fewer than 26 credits:*

Mirta Williams, Academic Success Advisor  
126 Education Building  
757-683-6987; mswillia@odu.edu

**All others:**

Dr. Laura Hill  
2009 Student Recreation Center  
757-683-4624; lhill@odu.edu

Advising population: Exercise Science

Sharon Davis  
228 Education Building  
757-683-4305; sravis@odu.edu

Advising population: Fashion Merchandising

Steve Knott  
2030 Student Recreation Center  
757-683-3355; sknott@odu.edu

Advising population: Health and Physical Education

Career and Academic Resource Center (CARC)  
126 Education Building  
757-683-6987; hmsv@odu.edu

Advising population: Human Services

Dr. Michael Kosloski  
255 Education Building  
757-683-4305; mkoslosk@odu.edu

Advising population: Marketing Education/Training Specialist

Betsy Kennedy  
2223 Student Recreation Center  
757-683-4703; bkennedy@odu.edu

Advising population: Recreation and Tourism Studies
Dr. Edwin Gomez
2021 Student Recreation Center
757-683-6309; egomez@odu.edu
Advising population: Park, Recreation and Tourism Studies (concentration in tourism management)

Dr. Eddie Hill
2019 Student Recreation Center
757-683-4881; ehill@odu.edu
Advising population: Park, Recreation and Tourism Studies (concentration in park and recreation management)

Dr. Stephen Shapiro
2012 Student Recreation Center
757-683-5078; sshapiro@odu.edu
Advising population: Sport Management (for students with last names A-F)

Dr. Lynn Ridinger
2014 Student Recreation Center
757-683-4353; lridinge@odu.edu
Advising population: Sport Management (for students with last names G-O)

Dr. Aundrea Lyons
2020 Student Recreation Center
757-683-3354; alyons@odu.edu
Advising population: Sport Management (for students with last names P-Z)

Eileen Abrahamsen
111A Child Study Center
757-683-4117; eabraham@odu.edu
Advising population: Communication Sciences and Disorders (for students with last names A-G)

Stacie Raymer
110 Child Study Center
757-683-4522; sraymer@odu.edu
Advising population: Communication Sciences and Disorders (for students with last names H-Z)

Dr. Todd Fantz
228 Education Building
757-683-4305; tfantz@odu.edu
Advising population: STEM Education and Professional Studies (concentration in technology education)

Dr. Petros Katsioloudis
227 Education Building
757-683-4305; pkatsiol@odu.edu
Advising population: STEM Education and Professional Studies (concentration in industrial technology)

For additional information on advising, visit http://education.odu.edu/.

What critical information should I know about my college?

If you want to teach primary/elementary school through grade 6 or Special Education, you should major in Interdisciplinary Studies (which is housed in the College of Arts and Letters).

If you want to teach middle/high school, you should major in the subject matter you want to teach. During your undergraduate program, you’ll become certified to teach.
Advising in the Frank Batten College of Engineering and Technology

Who will advise me?
The Engineering Fundamentals Division (EFD) helps you transition into the Frank Batten College of Engineering and Technology. You’re admitted to this division until you’re prepared to take courses in your major. EFD prepares you for success by providing a Fundamentals of Engineering course series, individualized counseling, advising, mentoring, and tutoring. Exposure to different engineering disciplines during this period will help you make a well-informed decision when choosing your major.

Engineering Fundamentals Division:
Bonita Anthony, Director of Academic Advising
132-C Kaufman Hall
757-683-5877; banthony@odu.edu
Advising population: Students with a math placement of MATH 162M or higher

Tania Alvarez, Academic Success Advisor
129-G Kaufman Hall
757-683-5217; talvarez@odu.edu
Advising population: Students with a math placement of MATH 102M

Faculty Advisors:
If you’re a transfer student with credit for MATH 211 and 24 or more credits, or a sophomore with 24 or more credit hours, you’ll be advised by a faculty member in your major. A complete list of faculty advisors can be found using the “Who’s My Advisor?” feature on the registrar’s website at http://www.odu.edu/ao/registrar/. For information on each department, visit the Frank Batten College of Engineering and Technology website at http://eng.odu.edu.

What critical information should I know about my college?
You must meet the following requirements:
• Earn an overall GPA of 2.0 or better (refer to major requirements)
• Earn at least 30 credit hours applicable to your major
• Complete ENGN 110 and ENGN 111
• Complete ENGL 110C
• Complete freshman-level math courses with a “C” or above
• Complete any other major requirements

Advising in the College of Health Sciences

Who will advise me?
You’ll be advised by a professional advisor while you complete your general education requirements and the prerequisites for your major. During that time, you’ll be known as pre-Nursing, pre-Dental Hygiene, etc. After you formally apply and are accepted into your major, you’ll be advised by a faculty member in that department.

The Advising Center is located in 2112 Health Sciences Building (HSB) at 4608 Hampton Blvd, between 46th and 47th streets. The main entrance for the building is located on the 46th Street side of the building. For more information, including faculty advisor information for each major, visit http://hs.odu.edu/advising.

Professional Advisor:
Katie Ferrara
757-683-5137; kferrara@odu.edu

What critical information should I know about my college?
• Our majors are selective and competitive. Selective means you must apply to the major to be accepted. Competitive occurs if there are more applicants than available spaces.
• The most competitive majors are Nursing, Dental Hygiene, and Nuclear Medicine Technology. It’s important to maintain a high grade point average to be accepted into one of those programs.
• If you start to experience difficulty in a class, see your advisor immediately. Advisors hold the secrets to your success. The most important secret is to see them early rather than at the end of the semester!
**Advising in the College of Sciences**

**Who will advise me?**

**Professional Advisors:**

**Kim Herbert, Director of Academic Advising**
236 Mills Godwin Building (MGB)
757-683-6790; kherbert@odu.edu
Advising population: Biology, freshman Psychology majors, back-up advising for other science majors

**Leanne White, Assistant Director of Transfer Advising**
236 Mills Godwin Building (MGB)
757-683-4658; lawhite@odu.edu
Advising population: All Biology with a specific focus on new transfer students, freshman Psychology majors, back-up advising for other science majors

**Adrienne Giles, Assistant Director of Freshman Success Advising**
236 Mills Godwin Building (MGB)
757-683-3344; agiles@odu.edu
Advising population: All Biology majors with a specific focus on freshman, freshman Psychology majors, back-up advising for other science majors

**Tammy Hanna, Sophomore Success Advisor**
236 Mills Godwin Building (MGB)
757-683-3170; tlhanna@odu.edu
Advising population: All Biology majors with a specific focus on sophomores, freshman Psychology majors, back-up advising for other science majors

**Chief Departmental Advisors:**

**Dr. Pinky McCoy**
110 Alfriend Chemistry Building
757-683-4078; pmccoy@odu.edu
Advising population: Chemistry and Biochemistry

**Janet Brunelle**
3300 Engineering and Computational Sciences Building (ECSB)
757-683-6001; brunelle@cs.odu.edu
Advising population: Computer Science

**Dr. John Kroll**
2300 Engineering and Computational Sciences Building (ECSB)
757-683-3882; jkroll@odu.edu
Advising population: Mathematics and Statistics

**Dr. Charles Hyde**
215 Oceanography and Physics Building (OCNPS)
757-683-5853; chyde@odu.edu
Advising population: Physics

**Jennifer Younkin**
236 Mills Godwin Building (MGB)
757-683-444; jyounkin@odu.edu
Advising population: Psychology (sophomores and above)

**Dr. John McConaugha**
423 Oceanography and Physics Building (OCNPS)
757-683-4698; jmconau@odu.edu
Advising population: Ocean, Earth and Atmospheric Sciences

**What critical information should I know about my college?**

- Many science courses require you to complete other courses (such as math, chemistry, geology, physics, or biology) to provide the foundation necessary to be successful before you can move on to advanced science courses.
- If you’re looking for suggestions on what to take your first semester, try math, English, a course from your major requirements, and a general education requirement. Math courses are very specific for each science major and should be taken every semester until completed.
- There’s no need to rush through your general education requirements in the first two years. You should balance your major courses with general education requirements each semester.
- Whether you’re a freshman or a transfer, take a course load that’s manageable for you. Science courses are challenging and your goal should be to finish your degree with a high grade point average. For some students, that may mean taking a light load during the first semester or taking fewer than 15 credits each semester.
- Most advisors begin meeting with students during the third week of classes each semester. See an advisor early in the semester to avoid long lines during registration!
In some cases, the general education requirements overlap with your major requirements. Taking advantage of those overlaps reduces the number of courses you must take. When browsing your options, please consider taking these courses, which are designed specifically with Science majors in mind. Examples include ENGL 231C (after ENGL 110C), CS 121G, and PHIL 140E.

If you plan to pursue a career in the health field and attend a professional health program (medical, dental, veterinary, physician’s assistant, pharmacy, etc.), you should register with the Pre-Health Advisory Committee (PHAC). For more information, visit www.sci.odu.edu/prehealth.

Advising in the Center for Major Exploration (CME)

Who will advise me?

CME is staffed by professional advisors who assist incoming freshmen and transfer students who have not yet chosen a major, as well as students who are changing majors. As an undecided student, you’ll receive a variety of services such as help with determining which major best matches your strengths, course and curriculum selection, preregistration advising, information on all academic departments and majors, interpretation of University policies and procedures, and assistance in relating academic planning to career goals.

Contact Information:
1500 Webb Center
(757) 683-4805
http://www.odu.edu/ao/cme

Professional Advisors:
G.W. Thompson, Director, Center for Major Exploration
gwthomps@odu.edu

Jose E. Ramos, Associate Director, Center for Major Exploration
jeramos@odu.edu

Denisse Thillet-Castillo, Academic Advisor/Instructor
dthillet@odu.edu

Erin Colwell, Academic Advisor/Instructor
ecolwell@odu.edu

What critical information should I know?

• National data indicates anywhere between 60 percent and 80 percent of all students change majors at least once.

• You’ll go through a three-step process that includes an initial interview, a decision-making workshop, and an advising/major exploration session. You must complete these steps in order! CME uses interest inventories, career planning classes, website research, and informational interviews to help you choose a major that’s appropriate to your interests, skills and values.

• You’ll be advised in CME as long as you’re undecided. Some students choose a major after one semester but most stay in the department for two.

• Advisors will steer you toward classes that match your interest areas. For example, if you’re considering a major in Engineering, you’ll be encouraged to take science and math classes that meet those requirements.

• Key classes for your first semester include ENGL 110C or General Studies 050, math (important if you’re considering a major in the sciences, engineering, or business; check the math requirement for the major you’re considering), natural science (important if you’re considering a major in science, health science, or engineering), one or two classes from the general education requirements, and an elective such as UNIV 100 or UNIV 120.

Tips for Choosing a Major:

• Make an appointment with a CME advisor to identify your skills, interests and values, and match those with a compatible major.

• Attend a decision-making workshop (see our website for the schedule).

• Complete the FOCUS career interest inventory. Visit http://ww2.odu.edu/ao/cmc/careerdev/tools/focus/index.shtml and create an account. Use the code “monarchs” when prompted.

• Take general education classes that relate to majors you’re considering.

• Attend the Majors Fair during the spring semester.

• Visit academic departments you’re interested in.

• Consider taking UNIV 120 – Career/Major Exploration for one credit.

• Check out the “What Can I Do With a Major In...?” feature on the Career Management Center’s website at http://www.odu.edu/ao/cmc.

• Use DegreeWorks to research how your courses fit various majors.

• Go to class! Every time you skip a class, it’s like throwing $20 in the trash. Going to class helps you build a strong GPA and discover your strengths and interests.
Preparing for Next Semester

The Right Classes, the Right Major

Make sure you sign up for the right classes next semester. If you’ve chosen a major, use your curriculum sheet, which lists the required courses and provides valuable insights into complicated questions such as what math to take, whether you need a foreign language, in what sequence you should take your courses and how the University’s general education requirements fit in with your major.

If you’re still exploring your options, you may want to view our major exploration videos, which describe what you’d be studying and career paths available to you.

Curriculum sheets:
http://uc.odu.edu/advising/cs

Major videos:
http://uc.odu.edu/advising/advising2/major_exploration_videos.shtml

Advising and Registration

Don’t forget to make an appointment with your academic advisor (by October in the fall and March in the spring). During this required meeting, you’ll discuss your academic performance, the classes you plan to take next semester, and your progress toward a degree. Don’t wait until registration begins to make an appointment. Where advising’s concerned, keep this motto in mind: Go early, go often!

Taking time to prepare for the appointment is crucial. Print a copy of your DegreeWorks plan so you can review it with your advisor. Use your catalog to circle classes you’re interested in taking. Reflect on what’s gone well this semester and what needs improvement. Write down any questions you have and bring them to the appointment.

After the appointment, your advisor will remove the hold on your account so you can log into Leo Online and register for classes on your own. You’ll be assigned a “time ticket” in Leo Online, which tells you the earliest time when you can register.

Academic Holds

Eliminate frustration during registration; log into Leo Online and make sure you’ve taken care of any holds on your student account. A hold will prevent you from conducting business with the university, such as registering for classes or checking your final grades. Some holds can’t be lifted in an instant, so make sure to visit the appropriate campus offices early.

Some common examples of holds include:
- Accounts Receivable
- Advising
- Immunization
- Library fines
- Parking fines
- Transition to College Inventory (TCI) or Transfer Student Survey (TSS)
- Writing Sample Placement Test (WSPT)

For a complete listing of holds (and the offices that can lift them), visit http://www.odu.edu/ao/registrar/registering/holds/.


Safety, Health and Wellness
Safety First

The ODU Police Department is a state-certified law enforcement agency. Its primary responsibility is to provide you with professional police services and emergency response. The police headquarters are open 24 hours a day, 7 days a week, 365 days a year. Police officers patrol the campus grounds and have concurrent jurisdiction with the city of Norfolk Police Department (one square mile adjacent to campus).

Crime Prevention Services:

- **Bicycle registration.** This service is provided at no charge. Registering your bicycle can reduce the risk of your bicycle being stolen, and greatly increases the chances of your bicycle being recovered if it is stolen.
- **Operations ID.** With this free service, you can have identifying numbers engraved on valuables such as laptops and other electronics.
- **SAFE Ride and Escort Services.** Through SAFE Ride, you can request pickup by a courtesy van driven by security personnel. The vans are white with yellow flashing lights. Through Escort Services, you can request a Student Patrol Aide to walk with you across campus. Both services are free with your student ID and available between 5:30 p.m. and 2:30 a.m. Contact them at 757-683-3477, or by using the red emergency telephones (inside campus buildings) and blue call boxes (outside around campus). You can also use the red phones or blue call boxes to report emergencies or suspicious activity immediately.
- **Powhatan Station.** This satellite station is located in Powhatan Village. Services provided at the main headquarters are also available at the Satellite Station.
- **Fingerprinting.** The Detective Division offers you free fingerprinting services. Call 757-683-3492 for an appointment.

Tips to Stay Safe on Campus:

- Program ODU police numbers into your phone. The emergency number is 757-683-4000. The non-emergency number is 757-683-4003.
- Sign up for ODU Alerts at www.odu.edu/alerts.
- Make sure any valuables in your vehicle are out of plain view and secured.
- Never leave valuables, backpacks, books, or electronics unattended in public spaces such as common areas, cafeterias, the library, etc.
- Park your car in well-lit areas. Use a garage if possible.
- Never walk alone. Be aware of your surroundings and walk where sidewalks are well-lit and well-traveled.
- Use SAFE Ride and Escort Services or the shuttle bus to navigate campus at night.
- Keep your keys and ID card in a safe place. Never loan them out. Report any losses immediately.

Want to know more? You can access a daily crime log and crime statistics on the website.

Police and Public Safety
4516 Monarch Way
757-683-4003
www.odu.edu/police

Stay Healthy!

Student Health Services offers primary care services, immunizations, health promotion and more.

Immunization Requirements (full-time students)

You’re required to have your immunizations up-to-date and to submit this information before classes start. This includes evidence of having received two doses of the measles/mumps/rubella (MMR) vaccine given on or after the first birthday, one dose of meningitis vaccine (or signed waiver on the Health History Form), three doses of the hepatitis B vaccine (or signed waiver on the Health History Form), and a current (within the last 10 years) tetanus/diphtheria (Td) or tetanus/diphtheria/acellular pertussis (Tdap) vaccine booster. You may be required to show proof of a recent PPD tuberculosis skin test or TB blood test based on risk factors.

Health History Form

You must complete and submit the required ODU Health History Form by August 1 (fall admits) or January 2 (spring admits). An immunization hold may be placed on your account if you fail to submit it. Visit http://studentaffairs.odu.edu/healthservices/news/entrancereq.shtml.
Health Fees
If you’re registered full time and taking at least one credit on the Norfolk campus, you are automatically charged the health fee with tuition and fees. It covers an unlimited number of visits to Student Health Services. Part-time students who opt to pay the health fee are also eligible for Student Health Services. Other fees may apply for special services such as lab tests sent off-campus, medications, immunizations, physicals and procedures.

Health Insurance
ODU recommends that you acquire adequate personal health insurance to cover the costs of services beyond the scope of Student Health Services. International students are required to have health insurance. Bring a copy of your health insurance card to campus.

Hours of Operation
During the academic year, Student Health Services is open Monday through Friday, 8 a.m. to 5 p.m., with extended hours until 7 p.m. on Mondays and Tuesdays. We have a 24-hour on-call system for urgent concerns. Call University Police at 757-683-4000 and the on-call clinician will be paged and return your call.

Health Promotions
This office coordinates programs and speakers on wellness and nutrition, substance abuse, disordered eating, sexual health, and stress management. You can attend exciting workshops and training, or join student organizations like CHANGE Peer Health Education and the Student Health Advisory Committee.

9 Health Tips for Student Success
• Eat breakfast. Whether you’re rolling out of bed at noon or up at the crack of dawn, make sure you start your day off with a healthy meal to give you energy and help you concentrate on school and not your growling stomach.
• Try to eat healthy. Even if fruits and vegetables aren’t your favorite foods, try to incorporate a few of them into your diet each day and limit the amount of junk food you eat. Sugary foods may taste yummy, but can leave you feeling sluggish.
• Work in walking. Make walking your main form of transportation on campus. There’s no better way to work exercise into a busy schedule than walking at a brisk pace around campus.
• Relieve stress through exercise. Spend some time at the gym. Regular exercise can help with stress reduction. Find an activity that you like or take a group fitness class.
• Get a flu shot. Getting the flu in college can really set you back. Avoid the fever, aches, fatigue and cough associated with the flu. Student Health offers flu shots at low cost to students.
• Be prepared for (and try to prevent) minor illness and injuries. Having a thermometer, Tylenol, a decongestant and cough syrup will help you to take care of yourself if you get a cold. Some antibiotic ointment (like bacitracin) and some Band-Aids will be helpful for minor cuts. It’s also important to remember to wash your hands. Studies have shown that simple hand washing can help prevent a large number of illnesses.
• Alcohol and GPA don’t mix. Studies have shown that as alcohol consumption increases, GPA decreases. Don’t risk your academic success by consuming alcohol irresponsibly.
• **Get enough sleep.** Without it, you’re not going to be able to concentrate well enough to get the most out of your classes.

• **Get tested.** Know your status for sexually transmitted infections by getting tested. Practice safe sex by using protection correctly and consistently. Condoms are sold at the health center and each time you visit the lobby you can pick up three condoms for free! STI testing is also available.

**Student Health Services**
1007 South Webb Center
757-683-3132
http://studentaffairs.odu.edu/healthservices/

**Health Promotions Office**
1525 North Webb Center
757-683-5927

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**Get Fit!**

Recreation and Wellness offers facilities and programs like never before. Recreation and wellness is about allowing your modern mind to thrive in a charged atmosphere, where life overflows with activity, sport and movement of all kinds. Fitness, wellness, adventure, sport club and intramural programs... Whatever moves you can be found here.

**Student Recreation Center**

**Facility**
- Fitness center with state-of-the-art strength equipment, free weights, and cardiovascular equipment
- Indoor running track
- Basketball, volleyball, and racquetball courts
- Lap swimming
- Rock climbing wall
- Outdoor Adventure Center

**Group Fitness Classes**

From beginner step to yoga to pilates, you’ll find a fitness class that meets your needs in one of the most diverse group schedules on any college campus. Classes include 20/20 (20 minutes aerobics/20 minutes weights), Strengthen ‘n Tone, “AbsoGlutely,” dance aerobics, cycling, Zumba, and more.

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**Personal Training**

Most exercisers are more successful at reaching their goals when using a program that is designed just for them. Our certified personal trainer can design a training program based on your individual profile (including age, exercise history, fitness level, goals, available equipment, schedule availability, and medical history). We utilize the extensive profile you provide to develop your customized program so that you are always doing exercises that are just right for you. Our personal trainers will be with you through every step and we offer this service at an extremely low cost to you.

**Fitness Assessments**

A great tool to help you make exercise a part of your daily life. A fitness assessment provides a baseline measurement of cardiovascular endurance, muscular endurance and strength, body composition, blood pressure and flexibility. The assessment takes about 45 minutes to complete. By evaluating your fitness level and health risk, we can establish a personalized exercise program designed to help you achieve your health and fitness goals.

**Wellness Education**

Wellness education helps you to make choices and develop life skills that will enhance your personal health. The journey toward optimal wellness encompasses six dimensions: physical, emotional, spiritual, intellectual, social, and occupational. Please contact Kelley Sauber, wellness education coordinator, or Heather Sadowski, assistant director for fitness and wellness, at
757-683-4080. You can also send an email to ksauber@odu.edu or hsadowsk@odu.edu.

Aquatics
Although the 25-by-20-yard swimming pool is the home of our ODU Monarch swim team, it is available to all ODU students. We offer a variety of programs to include water fitness, American Red Cross lifeguard certification courses, and Red Cross swimming lessons.

Intramural Sports
Release your inner professional athlete! Our activities include leagues, team tournaments, individual tournaments and special events. All intramural programs are free and open to all students.

Leagues
Basketball, softball, indoor soccer, outdoor soccer, flag football, rock climbing, floor hockey, and volleyball.

Tournaments
Badminton, table tennis, team handball, racquetball, kickball, Wallyball, flag football and Wiffle Ball.

Outdoor Adventure Program
OAP increases your appreciation and protection of natural resources and includes opportunities for personal exploration, growth and leadership development through participation in outdoor activities. Adventure trips require preregistration and may require a pre-trip meeting.

Climbing Wall
Basic clinics are offered during the semester. Clinics are mandatory for all students who are interested in climbing the wall. The clinics include instruction on climbing equipment, climbing knots, practice on how to belay, and a final belay test. Participants with prior experience may test out of the clinic.

Outdoor Adventure Center
Includes books, maps and files on local, national and international outdoor recreation locations, outdoor “hard skills” and leadership resources. In addition, the OAC offers a variety of outdoor rental equipment which includes surfboards, kayaks, canoes, tents, etc., at a very low price to all our students.

Sport and Instructional Clubs
Learn a new sport or excel in a traditional one! Recreation and Wellness is proud to offer quality sport club and instructional club programs that are open to all students regardless of experience.

Sport Clubs
• Women’s Basketball
• Field Hockey
• Ice Hockey
• Fastpitch Softball
• Golf Club
• Men’s Lacrosse
• Women’s Lacrosse
• Rowing/Crew
• Men’s Rugby
• Women’s Rugby
• Men’s Soccer
• Women’s Soccer
Support for Women

The Women’s Center invites you to join us in creating a safe, equitable, and supportive learning community for all. Our programs address the unique challenges and opportunities female students encounter in college and engage all students in promoting a culture of care and respect at ODU. From leadership training to community service and interpersonal violence prevention education, our programs are designed to help you achieve your personal, professional and academic goals.

Empowerment Tips

Here are some ways you can promote a culture of care and respect at ODU:

• Go out with a group of friends. Arrange together, check in with each other, and leave together.
• Trust your instincts. If something feels wrong or dangerous, it probably is. Call or ask for help.
• Practice safe drinking. Drink within your limits and know where your drink came from and where it is at all times.
• Choose language that respects women and people who are different from you. Don’t be silent in the face of sexist, racist or homophobic speech.
• Be an engaged bystander and friend. If you see someone at risk, get involved by asking if she/he needs help or by calling the police.

Stop by and find out how you can make a difference!

Women’s Center
1000 Webb Center
757-683-4109
womenctr@odu.edu
http://odu.edu/WomensCenter

Counseling

Counseling Services

The Office of Counseling Services provides short-term, solution-focused counseling to students who are experiencing mental health concerns that may be interfering with their personal development and ability to be successful. Services do not include intense treatment of severe, chronic or long-term mental illness or mental health problems and medication management. We can help with referrals for private mental health care in the local area. Call or come by Counseling Services to make an initial consultation appointment. All counseling services are provided at no charge.

Office of Counseling Services
1526 Webb Center
757-683-4401
http://studentaffairs.odu.edu/counseling/
10 Mental Health Tips for Success

• **Build social support on campus.** Look for ways to meet new people through class, student organizations, intramural sports teams, or volunteer groups.

• **Don’t be afraid to reach out for help.** Be proactive when you are experiencing a problem in the classroom or personally. Look to resources on campus and other students/staff/faculty for assistance. Problems that are avoided or ignored usually just get worse.

• **Learn to express your feelings in a healthy way.** Holding onto emotions is unhelpful for your physical and emotional health. Try to find positive ways to explore and release your feelings, whether it is through talking to a friend, journaling, or other creative outlets.

• **Watch what you tell yourself.** Be aware of how you think about yourself and whether you are being negative or critical. Frequently using the words “should” or “must” may indicate that you are engaging in negative self-talk which can lead to feelings of depression, anxiety, and low self-esteem.

• **Stay in the present.** Instead of worrying about things you can’t control that are in the past or in the future, focus on the here and now. Practice being aware of your thoughts, feelings, and physical sensations as they happen to help keep you in the present moment. Practicing yoga, meditation, and mindfulness can help you with this skill.

• **Know the signs of anxiety.** Feeling anxious can be a normal reaction to stress. However, when anxiety becomes excessive or uncontrollable it can be a sign of an anxiety disorder. If you experience the following symptoms, talk to a doctor or counselor about help: persistent worry or fear, panic spells, feeling on edge, racing thoughts, fears that something terrible is about to happen, pounding of the heart, tense muscles, trembling or shaking, or choking sensations.

• **Never take things personally.** When we are constantly worried about what others think of us, we often feel anxious and stressed. Letting go of what others think and focusing on what we can control, such as our own thoughts and behaviors, can make us feel happier.

• **Know the signs of depression.** Depression is a serious medical condition that can interfere with all aspects of your life including academics and your personal relationships. Depression is not something that you can “snap out of.” It often requires professional help. If you experience the following symptoms for more than two weeks, talk to a counselor or doctor: feeling sad, withdrawing from friends, feeling worthless or hopeless, low motivation, changes in appetite, crying spells, changes in sleep patterns and thoughts of suicide.

• **Maintain healthy relationships.** Fulfilling and meaningful relationships start with open communication. Be open and honest when talking to others and take the time to listen to each other to avoid miscommunications. When conflicts occur, use problem-solving skills and clearly state your concerns instead of engaging in blaming or attacking behavior. Remember that it is healthy to set boundaries in relationships to establish what is and is not acceptable.

• **Manage your time wisely.** With so many activities competing for your time and attention, it can be easy to forget important tasks. Consider investing in a planner, calendar, or using the scheduler on your cell phone to help you manage your time efficiently. Don’t forget to schedule fun activities, exercise time and sleep.
Campus and Community Involvement
Campus Lingo

**Activity Hour** - 12:30 p.m. - 1:30 p.m. Tuesdays and Thursdays (no classes)
**BAL** - Batten Arts and Letters Building
**Big Blue** - Our mascot’s name
**Blackboard** - Course management system (contains syllabi, assignments, etc.)
**Blue Goes Green Week** – annual Earth Day activities
**Campus Chaos** - Annual spring festival
**CME** - Center for Major Exploration
**CMC** - Career Management Center
**Commencement** - The graduation ceremony
**Convocation** – A ceremony that welcomes you to our academic community
**Cyber Loft** - A computer lab in the North Mall of Webb Center (upstairs)
**Greek Week** - Week of activities for fraternities and sororities
**House of Blue** - Food court area in the South Mall of Webb Center
**IC** - Intercultural Center
**Leo** - Leo Online, our course registration and payment system
**Learning Commons** - Collaborative study environment at the Perry Library
**Kaufman Mall** - Lawn in front of Webb Center (features the fountain)
**Mace and Crown** - Student newspaper
**Main Street** - Student involvement fair
**MGB** - Mills Godwin Life Sciences Building
**Monarch Loop** - Campus shuttle route
**Monarch Market** - A convenience store in Webb Center
**myODU Portal** - Access to online services
**North Caf** - Cafeteria in Webb Center near Chick-fil-A
**North Mall** - Lobby on the north end of Webb Center (by Starbucks)
**OIR** - Office of Intercultural Relations
**OSAL** - Office of Student Activities and Leadership
**PAW** - Programs All Weekend

**SAC** - Student Activities Council
**South Mall** - Lobby on the south end of Webb Center (by food court)
**SRC** - Student Recreation Center
**The C-Store** - A convenience store in Whitehurst and Gresham halls
**The Caf** - Cafe 1201 in Webb Center
**The District** - Off-campus apartment complex near campus
**The Maglev** - The elevated track that runs through the center of campus
**The POD** - A convenience store/eatery in the Quad and the Village
**The Quad** - A cluster of residence halls including Virginia, Ireland, France, Dominion, Scotland, and England Houses
**The Ted** - Ted Constant Convocation Center
**The Tide** - Downtown Norfolk’s light rail system
**The Village** - On-campus apartments and shops on the east side of campus
**U-Center** - A working space for student leaders and organizations in Webb Center
**Info Desk** - Webb Information Desk (front lobby)
**WODU** - Campus radio station
Monarch Citizenship
A Monarch Citizen is someone who:
- Values ODU and all its community members
- Makes learning and success priorities
- Is responsible and engaged in campus and community life
- Is proud to be a Monarch
- Understands the importance of REP ODU... Responsibility, Engagement, and Pride
- Embraces their role as a Monarch and holds themselves to these tenets

Week of Welcome
Week of Welcome (WOW!) is a week of events and traditions that are designed to help you become better acquainted with campus and make new Monarch connections. The year kicks off by connecting Monarchs through a variety of exciting social and educational activities. WOW will take place between August 23 – 31, 2013. A full schedule of events can be found at http://studentaffairs.odu.edu/wow.

Monarch Pride

History of the Monarch
For many years, the athletic teams of the Norfolk Division of the College of William and Mary (as Old Dominion was formerly called) were known as the Braves. This was a derivation of the William and Mary nickname, the Indians. As ODU achieved its own four-year status and saw its enrollment surpass that of its Williamsburg neighbor, it was no longer suitable or acceptable to have its teams called the Braves.

The name Monarchs evokes the history of the Commonwealth of Virginia and of Old Dominion’s mother institution. The nickname “Old Dominion” was first applied to the Virginia colony by King Charles II after Virginia’s loyalty to the crown during the English Civil War. Furthermore, William III and Mary II, whose patronage helped found the College of William and Mary in Virginia in 1693, ruled England at the invitation of Parliament as “joint monarchs.”

Old Dominion’s Monarch features a royal crown on a lion’s head, representing a rich history and a strong future. The mascot is known as “Big Blue.”

The University Seal
Legend has it that you should never walk across the University Seal located on Kaufman Mall. If you do so, you will never graduate from ODU. Even if you don’t believe the legend, please avoid walking on it until graduation, when the procession will take you over it!

Alma Mater
Hail to thee our Alma Mater
Blue and silver, hail!
By the ocean’s billows flying
See them proudly sail!
University young and strong,
We lift our voices in this song,
This our song of Alma Mater,
Old Dominion, hail!

Fight Song
Fight Old Dominion
Your courage roars!
Fight Old Dominion
Your valor soars!
Blue and silver worn with pride
We’ve got the spirit right here on our side!
Hail Old Dominion
Your courage roars!
Hail Old Dominion
Your valor soars!
Old Dominion
GO BIG BLUE!
Our victory lives on in YOU!
Victory for Old Dominion
Victory for Old Dominion,
Tremble at our feet!
Fight hard for Old Dominion!
Never know defeat,
Touchdown for Old Dominion (or “Stand tall for Old Dominion”)
Silver and the Blue,
On-
Ward-
To Victory
For the Sons of ODU! (or “For our Dear Ol’ ODU”)
Victory for Old Dominion,
Tremble at our feet!
Fight hard for Old Dominion!
Never know defeat,
Touchdown for Old Dominion (or “Stand tall for Old Dominion”)
Silver and the Blue,
On-
Ward-
To Victory
(cheer)
O-D-U!
(drum break)
M-O-N-A-R-C-H-S!
*Alternate lyrics are used for sports other than football.

Painting of the Paws
Big Blue has traveled the campus extensively and left his mark at various buildings and residence halls. To show the beauty of different areas of campus, we help preserve these paws so students can see where the Monarchs roam while at Old Dominion University.

Monarch Maniacs
Experience the spirit and excitement of Monarch pride! The Monarch Maniacs are students (undergraduate and graduate) who want to be more than just casual fans. This organization is for energetic students who want to show their Monarch pride by getting involved and supporting ODU athletic and campus events.

Through a $20 membership fee, you will be able to receive multiple benefits, including:
• Early entry for football and basketball games
• Two official Maniac shirts
• Giveaways at football and basketball games exclusive to Maniacs
• Membership Card, which provides discounts at sponsored vendors in the Norfolk area
• Priority seating for road trips to select away games
• Away game television viewing parties

If you want to show your school spirit by getting involved, simply fill out the application (available online or in the office) and return it to Athletics. Your $20 membership fee must be submitted with the application - cash or check only (checks should be made out to Old Dominion University). For more information, email monarchmaniacs@odu.edu.

Spirit Fridays
Spirit Friday is a tradition started by the Office of Student Activities and Leadership that received an official proclamation from former President Roseann Runte. All members of the University community are asked to wear either school colors (blue and silver) or ODU apparel every Friday.

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**Athletic Events**

If you’ve paid the student activity fee, you’re admitted free to most ODU athletic events with your student ID card and a ticket. Student guest tickets are available on a limited basis for football and basketball games. Guest tickets can be purchased at the Ted Constant Convocation Center box office, and are limited to one guest ticket per ID. Student tickets are non-transferable. The resale or attempted resale of the ticket at a higher price than what appears on the ticket is grounds for seizure, with the ticket being voided without compensation. Tickets which are lost, stolen, and counterfeit or obtained from an unauthorized source will be voided.

For complete information on athletic tickets, including dates available for pickup or purchase, please visit http://studentaffairs.odu.edu/osal/information/ticketpolicies.shtml.

**Involvement and Leadership**

College. It’s your chance to meet new people. To get involved. To find your niche. To find multiple niches if you choose. It’s your time to really get to know yourself while preparing for an exciting future.

The Office of Student Activities and Leadership (OSAL) can help you do all of these things and more. We provide experiences, services and opportunities that promote the advancement of social and intellectual development. By encouraging student involvement, OSAL promotes lifelong learning, responsible citizenship and a commitment to the Monarch and surrounding communities.

From leadership opportunities to student organizations, OSAL oversees multiple campus-affiliated groups. So what does this mean for you? It means that you can consider us your go-to office when you decide to get involved on campus. It means that we’re going to help you make the most out of your college experience.

If you want to get involved at Old Dominion University, check out the following suggestions to get started...

**Leadership Programs**

Through programs, retreats, and services, OSAL provides you with the opportunity to set an example through leadership. Not only will you be involved in campus activities while you build leadership skills, you’ll also be preparing yourself to become an active and responsible member of society after college.

Some of the leadership services we offer include the Leadership Lecture Series, Monarch Leaders Retreat, LeaderShape, Leadership Lab, and Student Leader Awards. To help transition to college and develop leadership skills, freshmen are encouraged to register for Freshmen Summer Institute; while transfers and sophomores are encouraged to register for the Emerging Monarch Leadership Program.

**Emerging Monarchs Program**

The Emerging Monarchs Program is a semester long leadership program for first year, second year, and transfer students. The program is a component of ODU’s Comprehensive Leadership Program and includes workshops, an overnight retreat, and an online forum. Participants will have the opportunity to connect with student leaders, engage in hands on leadership experiences, and explore involvement opportunities at ODU.

Preregistration is required to participate in the Emerging Monarchs Program and space is limited. Information and registration can be found at http://studentaffairs.odu.edu/OSAL. The Emerging Monarchs Program is sponsored by the Office of Student Activities and Leadership (OSAL).

**Student Organizations**

OSAL oversees over 300 student organizations, so chances are, you’ll find one (or two or more) to get involved in. You can choose from honorary, political, professional, religious, service, special interest and governing groups to join. With so many organizations to choose from, you may not know where to start. Involvement Counselors are the answer! ICs are upper-class students who are ready to meet with you and help you navigate the options and find the best fit. Think of them as “personal shoppers” for campus involvement.

If you don’t see an organization that meets your needs, don’t worry. It’s easy to start your own. (We can help you with that, too.)

**Service and Civic Engagement**

Through the Center for Service and Civic Engagement, OSAL provides multiple opportunities for students and faculty to make a difference in the lives of others by volunteering one of their most precious commodities: time.

The center houses contact information for a majority of the nonprofits in the Hampton Roads area, provides listings of current opportunities available, and has knowledgeable staff that is ready to assist you or your student organization in finding or organizing service/civic engagement events on and off campus. In addition, the center coordinates several service opportunities throughout the
year, such as Freshman Service Experience, Alternative Breaks, Relay for Life, The Jingle Bell Run/Walk and Blue Goes Green Week. Call 757-683-6948 or email volunteer@odu.edu for more information about service.

Fraternity and Sorority Life
The fraternity and sorority life community at ODU is composed of inter/national chapters, which include traditional fraternities and sororities, historically African-American groups, as well as Latino/a and multicultural chapters. All chapter members strive to live by these four tenets: community involvement, scholastic development, leadership building and bonds of brother/sisterhood. Getting involved in the fraternity and sorority community is a great way to make lifelong friends and memories.

Activities and Events
Our mantra is, “There’s always something to do at ODU.” And it’s true. Throughout the school year, OSAL sponsors special events, as well as assists all student organizations with program planning. The office also works with the Student Activities Council to plan many on-campus events, such as movies, novelties, Homecoming and major concerts.

OSAL makes it easy to get involved on campus and we encourage you to do just that. After all, getting involved is your chance to meet new people, to find your niche, and to prepare for an exciting future. This is your opportunity to make the most of your college experience! Lead. Serve. Experience. Get involved!

Office of Student Activities and Leadership
1071 Webb Center
757-683-3446
http://studentaffairs.odu.edu/osal
facebook.com/oduosal
twitter.com/oduosal

Intercultural Competence
The Office of Intercultural Relations (OIR) is committed to creating a campus community that values and supports the cultural identities of each of our members. Through education and training, OIR creates opportunities that develop and enhance internal skills and competencies that foster an inclusive environment. Our programs, activities and events not only present unique and entertaining cultural experiences and celebrations, but also cultivate a climate of awareness, understanding, and respect of diverse individuals and groups. OIR strives to fulfill its commitment to students of diverse backgrounds by undertaking the following responsibilities:

- Support competitive and equitable recruitment and international orientation programs.
- Sponsor and support programs/activities which enhance the educational experience and understanding of cross-cultural impact from a global perspective.
- Establish collaborative University partnerships to ensure policies and procedures reflect our commitment to diversity.
- Design and implement critical cross-cultural initiatives and programs that promote the celebration of diversity.
- Develop training and cultural modules that focus on the dynamics of social justice.

The Intercultural Center (IC)
Located on the second floor of Webb Center, the Intercultural Center serves as your cultural hub. With its fully mediated and functional design, you can relax in plush seating while reading books from our library or watching programs and DVDs on one of the 46” plasma televisions. You have access to the computer area, can learn a new language with our Rosetta Stone programs, or have a group study session. The IC is not only a study or work space, it is also an area where you can relax, connect with friends around our wide array of international board games or the Wii. When you enter the IC, you never know who you will meet but it will always be an exciting cultural connection.

Intercultural Initiatives
On a campus as diverse as ours, we are committed to fostering cultural entities within American society. Through the support and promotion of intercultural programs and events, we have created an environment for students to cultivate cultural growth and competency as committed global citizens. This endeavor is highlighted in initiatives such as National Heritage Month celebrations, student caucuses, International Festival, Annual Heads of the Family Dinner, Africa: Continent Deconstructed and by offering support to student organizations’ programs.

International Initiatives
As citizens of a new, global community, it is imperative that we have the skills to navigate diverse settings and successfully interact with others. Therefore, OIR
is committed to the academic, social and cultural support of the international student population, as well as providing opportunities for domestic students to enhance their own cultural competency. OIR strives to sustain a vibrant international student community by providing an array of services, such as arrival assistance, orientation support, on- and off-campus activities, and social networking opportunities. Additionally, OIR actively encourages international-domestic student relationships by providing cultural programs and events such as Global Ambassador Program, Global Café, Global Monarch Club, International Education Week, and International Student Advisory Board. Thus, programs, workshops, activities, and events are designed so that you will be prepared for successful integration into today’s real world.

Idea Fusion for Positive Social Change

OIR features a series of programming which offers opportunities for you to develop as social entrepreneurs. Social entrepreneurs interact, organize and collaborate to apply innovative solutions to global social concerns. These programs include Diversity Institute, Social Entrepreneurs Council, Spark Change Theatre, Intercultural Matters Series, and Faculty Voice.

Office of Intercultural Relations
2109 Webb Center
757-683-4406
Website: http://studentaffairs.odu.edu/oir
Find us on Facebook: http://on.fb.me/oduoir
Follow us on Twitter: http://twitter.com/oduoir
Listserv: http://list.odu.edu/mailman/listinfo/oir_students

Life as a Residential Student

Housing & Residence Life

If you choose to live on campus this year, you’ll enjoy many activities and involvement opportunities from the day you arrive! Housing & Residence Life staff members will assist you in your transition to college and help you with any questions along the way. Staff members plan events outside the classroom to enhance your academic experience while providing entertainment outlets right inside your residential community. Take advantage of the services offered to you and get on the fast track to success.

Your Housing Assignment

In mid-July, Housing & Residence Life will send your room assignment and information on when you can move to campus to your ODU email account. You’ll receive the name of the residence hall, your room number, and your roommate’s name and email address. We suggest that you spend some time writing a short profile of yourself. That way you’ll have something to send when you learn your roommate’s identity.

Roommate Relationships

We encourage you to contact your roommate(s) to get acquainted and make plans before your arrival. Start getting to know the person you’ll be on this adventure with. Now is the time to think about all of the possibilities: good times to share, a new circle of acquaintances and maybe a true friend for life. Life with roommates can provide some of the most rewarding times you’ll have at college. Many people develop lifelong relationships that begin with roommates and other students in your community. With a little effort, you can create a roommate experience that you’ll remember fondly for years to come.

Touch base with your roommate so you can jointly shop for your room. You’ll have a better idea of what to buy, you won’t waste money by duplicating purchases, and you’ll create more space in the room. For example, find out who’s bringing carpet, a mini-fridge, a message board, and electronic equipment such as a TV or DVD player.

Making Your Room a Home

What should you bring? More importantly, what shouldn’t you bring? Most first-year students bring way too much with them, so keep that in mind as you start your packing list. For a list of items that you can
Room decorations can transform your room into a comfortable home, yet certain restrictions are necessary for fire safety and to insure against costly damage to the facilities. For instance, we recommend thumbtacks or straight pins on Sheetrock walls and painter’s tape on block walls. Small kitchen appliances with automatic shut-offs, desk lamps, radios, cable-ready televisions, and DVD players are all fine to bring with you. Students living in Rogers, Gresham or Whitehurst are not permitted to bring microwaves but all students can choose to bring a mini-fridge (up to 4.3 cubic ft.). All appliances not plugged directly into a wall receptacle should be plugged directly into an ODU-approved, surge-protected power strip. Regular extension cords and cube adapters are not permitted.

**Insuring Your Belongings**

The University can’t be held accountable for loss, damage or theft to your personal property. You’re encouraged to carry insurance on your personal belongings while living on campus. Your family’s homeowner or renter’s insurance may provide coverage, or you can arrange for personal property insurance through a private agency.

**Knowing the Rules**

Living on campus is similar to living at home. While your family may have specific rules, so does the University. Take some time prior to coming to campus to read the Policy and Procedures located on the Housing & Residence Life website at www.odu.edu/housing to learn our expectations.

**Move-In Day**

Move-in day is busy, but our staff members and volunteers try to make move-in as smooth as possible and welcome you to your college career. You’ll receive a Move-In Guide in your ODU email prior to arriving. It details all the steps you need to take prior to arrival and once you arrive to campus. We recommend that you arrive at your scheduled time for move-in; while we know everyone wants to arrive first thing in the morning, the day is coordinated to ease traffic and congestion.

**Your Resident Assistant/Community Assistant**

One of the first people you’ll meet is your Resident Assistant (RA) or Community Assistant (CA). Get to know your RA/CA, as they’re trained to help with a wide variety of student issues. They are especially knowledgeable about roommate relationships, so your RA/CA should be the first person you contact if problems arise. Your RA/CA will meet with you and your roommate to complete a Roommate Agreement within the first two weeks of the semester. This is a time for you and your roommate(s) to set basic guidelines and expectations for life in your room. These can be renegotiated over the course of the year. It’s important to take this process seriously. It can simplify your life later!

**Residence Hall Amenities**

A variety of amenities and services are provided in campus housing to make your life easier and more enjoyable. Some of these services you may use each day, while you will take advantage of others on a less frequent basis. After you get your room assignment visit www.odu.edu/housing to see what amenities your specific building offers.

**Maintenance and Repairs**

For maintenance or housekeeping services in the residence halls, you can visit Maintenance Direct at http://www.odu.edu/af/facilities/md/. It’s our online resource for submitting non-emergency work requests and is available 24/7. Our Maintenance Support Center’s hours of operation are Monday - Friday, 7 a.m. - 5 p.m. You can call 757-683-4600 during business hours. If you have an after-hours
emergency, contact the front desk, your RA/CA, or a staff member on duty in your building.

Residence Hall Closings
If you’ll be living in a residence hall, you’ll be required to return home for certain break periods during the year. Apartments remain open during break periods. If any changes are made to break opening or closing dates, changes will be posted on the Housing & Residence Life website.

• Nov. 27-Dec. 1: Thanksgiving Holiday. Residence halls close Nov. 27 at 10 a.m. and reopen Dec. 1 at 10 a.m.
• Dec. 14-Jan. 11: Winter Break. Residence halls close Dec. 14 at 10 a.m. and reopen Jan. 12 at 10 a.m.
• March 10-15: Spring Break. Residence halls close March 8 at 10 a.m. and reopen March 16 at 10 a.m.

Housing & Residence Life
4603 Elkhorn Ave., Suite 1208
Norfolk, VA 23529
Phone: 1-800-766-0833 or 757-683-4283
Fax: 757-683-4863
housing@odu.edu
http://www.facebook.com/oduhousing

Life as a Commuter Student
Off-campus housing information is available within the Housing & Residence Life main office in the Virginia House and online at http://studentaffairs.odu.edu/offcampushousing/. Resources include local apartment listings, sample leases and sublet contracts, apartment guides, and a practical guide for finding housing off campus.

Locating Off-Campus Housing
• Determine the criteria of your search, including rent price, security deposit, cost of utilities, type of dwelling, roommates or no roommates, amenities, pet deposits or monthly fees, and location.
• Search our off-campus housing website for an apartment or potential roommate. You’ll need to create a login.

• Contact the landlord directly to discuss the property information and schedule a time to visit. ODU provides the listing as a service to students, but we don’t inspect the residences or guarantee any housing in the listings.
• Take a checklist, a digital camera and a trusted friend or family member on your visit. Look for signs of good upkeep on the property. Make a list of anything that isn’t working properly.
• Familiarize yourself with the Virginia Residential Landlord and Tenant Act, which establishes the rights and responsibilities of tenants and landlords, at http://www.rentlaw.com/virginia rentlaw.htm.
• If you’re interested in the residence after you visit, notify the landlord that you would like to schedule a time to review and sign the written lease.
• Review the lease thoroughly for any questionable clauses before signing it.
• Consider the length of the lease. Does it last six months or a year? Does it automatically renew? Will subleasing be an option if you need to move out early?

Settling Into Your New Place
• Check for any maintenance issues or damage to the property. Report them to your landlord immediately so that you won’t be held responsible later. Examples include plumbing, electrical outlets and switches, carpet and flooring, walls and window screens.
• Be sure that locks work properly and that your dwelling has deadbolts.
• Strongly consider getting renter’s insurance to protect your property.
• Set a monthly budget that includes new costs such as rent, utilities, groceries and gas in addition to expenses like your cell phone and car payment.
• Pay your bills on time. Failure to do so could result in breaks in electricity or water service, damage to your credit score, or eviction.
• Learn your transportation options before classes start. Don’t have a car? You can make use of the HRT bus, light rail, carpooling or biking.
• Plan and try out your routes to school and work.

Getting Connected to ODU
• Attend on-campus programs and sporting events…they’re open to you, too!
• Join a student organization to meet new people.
• Consider applying for on-campus jobs.
• Don’t leave campus between classes. Hang out in Webb Center, the Learning Commons or the Student Recreation Center.
• Purchase a meal plan. You can eat lunch or dinner in the cafeteria with your peers and avoid fast food runs between classes.

More Than One Campus

Did you know ODU has more than one campus? You can attend on the main campus in Norfolk and take classes at a regional higher education center in Virginia Beach, Portsmouth or Hampton. Credits taken at these state-of-the-art facilities count just like credits taken on the main campus. Our regional centers are full-service. You can use the computer labs, order library books or textbooks, get your student ID, take tests and more. Attending a regional center could save you time, gas and money.

Looking For Work?

As part of its Early Advantage Program, the Career Management Center connects you to a variety of on- and off-campus employment opportunities through CareerLink, an online communication system that features job listings, a resume and cover letter builder, and much more.

Types of Positions in ODU CareerLink:
• On-campus student hourly (part-time; no Federal Work Study award required)
• Off-campus part-time and full-time
• On-campus and off-campus Work Study: Part-time positions that require a Federal Work Study (FWS) award, received as part of your financial aid package
• Learn and Earn Advantage Program (LEAP)...award required

Work Study Opportunities:

Community Service Internship (CSI): You’re assigned to work in local nonprofit and government agencies. You may choose to complete a CSI for academic credit as part of an approved internship program within your major.

America Reads: You’re assigned to work with early childhood and elementary-aged students in reading and math. Sites include public schools and nonprofit organizations.

Departmental Federal Work Study: Part-time positions in a variety of departments around campus. These opportunities are posted in CareerLink.

Required Documents:
If you’d like to apply for a Federal Work Study program on campus, you’ll need the following documents. You can submit them at Preview during the Services Fair or any time prior to the start of your semester…the sooner, the better!
• Copy of Federal Work Study award letter
• Original Social Security card (it will be copied or scanned)
• Driver’s license or student ID (it will be copied or scanned)

Need Assistance?

Career Management Center
2202 Webb Center
757-683-4388
cybercoach@odu.edu
www.odu.edu/cmc

Walk-ins are welcome Monday through Friday, 11 a.m. to 4 p.m. Visit the website to connect with a Cyber Coach and receive help from wherever you are! We also maintain hours at the regional higher education centers.

Managing Your Funds

One of the most challenging things about being a new student is figuring out how much cash you’ll need and how to make it last. Here are a dozen tips to help you manage your money so the last two months of the semester aren’t spent munching stale potato chips or scanning the sidewalks for change.
Tips for Money Management

• **Track your spending.** Try it for 2-4 weeks to find out where your money is going. You’ll be surprised how much you spend on little things. Are four coffee outings really necessary? Is there a cheaper way to get caffeinated?

• **Map your budget.** Sit down and map out your sources of income (e.g., scholarships, tuition refunds, savings, job income, cash from your family). Then map your expenses (e.g., school supplies, cell phone, groceries, car insurance or payments, gas). Separate your money into labeled envelopes so you won’t spend your gas money on fast food.

• **Good-time money.** If you know you’ll go to concerts, movies, or restaurants, make room for entertainment in your budget. You’ll be bummed if you can’t do anything fun because you didn’t save up.

• **Pace yourself.** If you spend a lot at the beginning of the semester, you’ll be tapped out later. Give yourself a weekly spending limit and stick to it. Otherwise, you’ll be eating instant mac-and-cheese by finals.

• **Go easy on credit cards.** This is a quick way to spend beyond your means. Often credit cards have hidden expenses and high interest rates. Consider carefully before signing up, even if you’re offered a free T-shirt. If you choose to get a credit card, set a low credit line and don’t raise it.

• **Get real.** You can do what you want, but you can’t do everything you want. You need to make hard choices. Always remember that independence costs more than you think!

• **Stuff happens.** Budgeting yourself is a lot like dieting. Occasionally, you’re going to splurge on something you really want. Just remember, if you blow your budget one week, you need to make up for it in savings the next week.

• **Look ahead.** Whether it’s a spring break trip with friends or an unexpected medical bill, expenses are coming. You need to put money aside — even in small increments — to be prepared. It’s easier to put $10 in your savings account each week than come up with $150 on the spot.

• **Stand up to peer pressure.** Learn to say no to things you just can’t afford, whether it’s delivery pizza, shopping, or a trip to an amusement park. Your friends are great, but they won’t be able to bail you out later.

• **Ask for help when you need it.** It’s hard to admit you’re in trouble, but sometimes it’s best to screw up some courage and call home. The longer you put it off, the worse it can get.

• **Take advantage of CashCourse.** ODU students can access this series of online tutorials for free! It covers financial basics, paying for college, buying and leasing cars, understanding taxes, and more. Best of all, it’s written in easy language. Visit http://www.cashcourse.org/cmc.

• **Consider enrolling in FIN 210S.** Personal Financial Literacy covers short- and long-term personal financial planning. It’s also part of the general education requirements!

• **Become a Monarch Millionaire.** Learn about budgeting, building your credit, loans, financial matters and more. This free, 1-credit financial literacy program meets one hour a week for five weeks. Contact monarchmillionaire@odu.edu to reserve a seat or request information. You can also like the project at www.facebook.com/monarchmillionaire.

Spiritual Life

The University Chaplains Association exists to foster spiritual life in the ODU community. The purpose of the UCA is to promote interfaith understanding and cooperation, enhance the spiritual conscience of the University community and provide accountability and support for chaplains.

Campus ministers are available to talk about faith issues or for pastoral counseling appointments; they also respond to campus crisis events. Most campus ministries offer a combination of worship times, fun/fellowship activities and service opportunities.

Some of the organizations represented are:

• Be Christian Ministries
• Campus Crusade for Christ
• Campus Impact
• Canterbury Center (Episcopal)
• Catholic Campus Ministry
• Global Student Friendship
• Hillel
• International Student Christian Fellowship
• Intervarsity Christian Fellowship
• Islamic Student Center
• Tidewater Wesley Foundation (Methodist)
• University Presbyterian Ministry
To contact the University Chaplains Association and find out about services, email ODUchaplains@gmail.com.
General Education Requirements

General education requirements (or “gen eds”) provide you with a broad knowledge base and assist you in finding areas of interest. You must fulfill these requirements as well as departmental requirements for your major. Sometimes the two overlap, reducing the total number of courses you must take. The curriculum sheet for your major will identify those overlaps for you. Your academic advisor can provide further instructions on which courses to take to satisfy requirements. If you’ve earned an associate degree from a Virginia Community College (AA, AS, AA&S degrees only), you’ve already fulfilled the gen ed requirements.

The gen eds consist of courses in 12 areas, which are divided into Skills and Ways of Knowing, as well as an upper division component.

Skills

Written Communication: 6 credit-hours required
(English 110C and select one additional.)

ENGL 110C. English Composition. Lecture and discussion 3 hours; 3 credits. Prerequisite: Students must have passed the University Writing Sample Placement Test before registering for 110. This course is designed to improve students’ writing skills. Emphasis is placed on developing skills of perception and observation, as well as thinking, ordering and imagining, and on practicing the principles of expository writing.

ENGL 211C. English Composition. Lecture 3 hours; 3 credits. Prerequisite: ENGL 110C. This course emphasizes critical reading, thinking, and writing. Students are introduced to principles of analysis and argumentation and taught the requisite skills that will allow them properly to paraphrase, summarize, and synthesize research in the common modes of academic writing. The course culminates in the preparation of a fully-documented research paper.

ENGL 221C. Introduction to Writing in the Social Sciences and Business. Lecture 3 hours; 3 credits. Prerequisite: ENGL 110C. This course emphasizes critical reading, thinking, and writing as they apply to the social sciences. Students are introduced to principles of analysis and argumentation and taught the requisite skills that will allow them properly to paraphrase, summarize, and synthesize research as it applies to and is most commonly found in the social sciences. The course culminates in the preparation of a fully documented research paper.

ENGL 231C. Introduction to Technical and Scientific Writing. Lecture 3 hours; 3 credits. Prerequisite: ENGL 110C. This course emphasizes critical reading, thinking, and writing in technical and scientific contexts. Students are introduced to principles of research, analysis, and argumentation as they are practiced in disciplines such as computer technology, the natural and social sciences, mathematics, business, health sciences, and engineering.

Mathematics: 3 credit-hours required

MATH 101M. An Introduction to Mathematics for Critical Thinking. Lecture 3 hours; 3 credits. Prerequisite: This course fulfills the math general education requirement for some majors in the College of Arts and Letters and the College of Education. It can also be used as a preparation for STAT 130M. An introduction to the ways in which modern mathematics can be used to analyze the modern world and make logical decisions. Topics include problem solving, sets, logic, consumer mathematics (loans, mortgages, annuities), and elementary statistics.

MATH 102M. College Algebra. Lecture 3 hours; 3 credits. Prerequisite: This course fulfills the math general education requirement and can be used as a preparation for MATH 162M. MATH 101M is not a prerequisite for MATH 102M. Not open to students with credit for MATH 162M. A basic course in algebra which emphasizes applications and problem-solving skills. Topics include solution and graphing of equations and inequalities, the algebra of rational expressions, and systems of linear equations.

MATH 162M. Pre-Calculus I. Lecture 3 hours; 3 credits. Prerequisite: qualifying score on SAT or ACT, or qualifying score on a placement test administered by the University Testing Center or a grade of C or better in MATH 102M. The first course in a two-course sequence designed to provide a strong preparation for calculus. Topics include algebraic operations, equations and inequalities, graphs and functions, polynomial functions, theory of equations, system of equations and Gaussian elimination.

STAT 130M. Elementary Statistics. Lecture 3 hours; 3 credits. Prerequisite: qualifying score on a placement test administered by the University Testing Center, qualifying SAT or ACT score or a C or better in MATH 101M. Topics include: data description, elementary probability, binomial and normal distributions, interval estimation, hypothesis testing, and correlation. The role of probability in inference is emphasized.

Oral Communication: 3 credit-hours required
(Sometimes this requirement is met within your major.)

COMM 101R. Public Speaking. Lecture 3 hours; 3 credits. Preparation, delivery, and analysis of types of speeches with emphasis on extemporaneous speaking.

COMM 103R. Voice and Diction. Lecture 3 hours; 3 credits. An introduction to the analysis and practice of effective voice and articulation. Applications across various communication contexts, such as public communication, media, and social communication.
COMM 112R. Introduction to Interpersonal Communication. Lecture 3 hours; 3 credits. An introduction to concepts, processes, and effects of communication in personal and social relationships. Emphasis on fundamental communication skills necessary for the formation and maintenance of relationships.

Information Literacy and Research: 3 credit-hours required
(Sometimes this requirement is met within your major.)

IT 150G. Information Literacy for Business and Social Science. Lecture 3 hours; 3 credits. This course is designed to provide students with skills necessary to identify, to access and to utilize task appropriate information. Students will learn to evaluate information sources and to apply good research strategies. The course will address qualitative, quantitative, visual and auditory data sources along with the ethical use of data and respect for intellectual property. Special focus will be given to research topics in business and the social sciences.

CS 120G. Information Literacy and Research. Lecture 3 hours; 3 credits. Students will learn to locate, manage, critically evaluate and use information for problem solving, research and decision making. Includes collaborative tools for document development and office productivity tools for presentation. Information security, laws and etiquette related to use and access of information are covered.

CS 121G. Information Literacy and Research for Scientists. Lecture 3 hours; 3 credits. Students will learn to locate, manage, critically evaluate and use information for scientific problem solving and research. Includes mathematical tools for data analysis and presentation and office and collaborative tools as well. Information security, laws and etiquette related to use and access of information are covered.

HLTH 120G. Information Literacy for Health Professionals. Lecture 3 hours; 3 credits. This course focuses on building basic skills for conducting health research and includes guidance on locating, utilizing, and evaluating sources. The course examines the methods and tools of health analysis and explores the mechanics of research presentation and writing to help health-related majors prepare for successful completion of upper-division requirements. The class also provides a brief introduction to ethical issues related to health research and writing.

STEM 251G. Computer Literacy: Communication and Information. Lecture 3 hours; 3 credits. This course is designed to provide competence in basic computer literacy. Emphasis will be placed on using communication and information technologies to produce communication products from their inception to delivery. Class discussions, telecomputing, and information retrieval assignments will be used to create real-world applications of the processes presented and their impact on a global society.

Language and Culture: 0-6 credit-hours required
(Students will meet this requirement by successfully completing the third level of one foreign language or the second level of two foreign languages in high school. American Sign Language will be accepted in place of a foreign language. Additional credits may be required by your major.)

ARAB 111F. Beginning Arabic. Lecture 6 hours; 6 credits. Oral drill and discussion of grammar principles, written exercises, and reading assignments. This course requires extensive work in the Language Learning Center.

CHIN 111F. Beginning Chinese. Lecture 6 hours; 6 credits. Oral drill and discussion of grammar principles, written exercises, and reading assignments. This course requires extensive work in the Language Learning Center.

FARS 111F. Beginning Farsi. Lecture 6 hours; 6 credits. Oral drill and discussion of grammar principles, written exercises, and reading assignments. This course requires extensive work in the Language Learning Center.

GER 101F-102F. Beginning German I and II. 101F or satisfactory score on the placement exam is prerequisite to 102F. Lecture 3 hours; 3 credits each semester. Oral drill and discussion of grammar principles, written exercises, and reading assignments. This course requires extensive work in the Language Learning Center.

HEBR 111F. Beginning Hebrew I. Lecture 6 hours; 6 credits. Oral drill and discussion of grammar principles, written exercises, and reading assignments. This course requires extensive work in the Language Learning Center.

ITAL 101F-102F. Beginning Italian I and II. Lecture 3 hours; 3 credits each semester. 101F is prerequisite to 102F. Oral drill and discussion of grammar principles; written exercises, and reading assignments. This course requires extensive work in the Language Learning Center.

LATN 101F-102F. Beginning Latin I and II. 101F is prerequisite to 102F. Lecture 3 hours; 3 credits each semester. Introduction to Latin literature and Roman civilization. Graded Latin readings. Study of Roman culture and its influence.
PRTG 101F-102F. Beginning Portuguese I and II. Lecture 3 hours; 3 credits each semester. 101 F is prerequisite to 102F. Introduction to the four skills (listening, speaking, reading, writing) of elementary Portuguese.

RUS 101F-102F. Beginning Russian I and II. 101F is prerequisite to 102F. Lecture 3 hours; 3 credits each semester. Oral drill and discussion of grammar principles, written exercises, and reading assignments. This course requires extensive work in the Language Learning Center.

SPAN 101F-102F. Beginning Spanish I and II. 101F is prerequisite to 102F. Lecture 3 hours; 3 credits each semester. An introduction to the Spanish language providing a foundation in listening, speaking, reading, and writing.

SPAN 121F. Intensive Beginning Spanish. Lecture 3 hours; 3 credits. Prerequisite: at least three years of high school Spanish and placement test. This course is designed for students who have had significant experience in the study of Spanish but do not place in the second year of the program.

Ways of Knowing

Human creativity: 3 credit-hours required

ARTH 12IA. Introduction to the Visual Arts. Lecture 3 hours; 3 credits. Co-requisite: ENGL 110C. An introduction to the various media, techniques, styles, and content in the visual arts as they are manifested in the world’s cultures. Relevant assignments will develop students’ critical, analytical, and writing skills.

ARTS 122A. Visual Communication. Lecture 1 hour; studio 5 hours; 3 credits. An introduction to essential themes and means of visual communication in the fine arts with an emphasis on studio experience in drawing, painting, collage, assemblage, and design fundamentals. Slide lectures, critical inquiry, and discussions about aesthetic issues will also be included in the course content.

COMM/THEA 270A. Film Appreciation. Lecture 2 hours; laboratory 2 hours; 3 credits. This class will focus on both contextual and close text analysis of masterworks as they have influenced film art and industry. Students in this course are expected to develop basic research, communication, viewing and critical thinking skills as they apply their knowledge to the analysis of the film experience.

DANC 185A. Dance and Its Audience. Lecture and discussion 3 hours; 3 credits. Designed to acquaint students with the components of theatrical dance performance, its historical and ethnic origins, its role as a creative expression of peoples and societies and its relationship to other art forms. Through films, videos, live performances, guest speakers, readings and discussions, students consider philosophical approaches to language, communication, aesthetics and style of choreography.

MUSC 264A. Music in History and Culture. Lecture and listening sessions 3 hours; 3 credits. A survey of major composers and their works in the historical context of different style periods, including a discussion of the central philosophical and cultural issues of each period. Students will be required to attend at least three musical events and turn in written critiques.

THEA 241A. The Theatre Experience. Lecture and discussion 3 hours; 3 credits. An introductory audience-oriented examination of the elements of theatre and their historical development through study of plays and performances; emphasis will be directed to actually experiencing live theatre. Attendance at performances is required.

Literature: 3 credit-hours required

ENGL 112L. Introduction to Literature. Lecture 3 hours; 3 credits. This course shows the general student how to understand the distinctive forms and meanings of poems, plays and fiction, and key notions such as character, plot, and imagery. Readings, including works by women and minorities, will illustrate individual and social experiences in different times and places. This perspective course develops and reinforces written communication skills and includes relevant insights into technology.

ENGL 114L. American Writers, American Experiences. Lecture 3 hours; 3 credits. This course introduces the student to the diversity of American culture as depicted in American literature. Works include minority and women writers and provide visions of city, frontier, and regional life; ethnic, racial, and immigrant experience; religion, democracy, and capitalism. This perspective course develops and reinforces written communication skills and includes relevant insights into technology.

FLET 100L. Understanding World Literature. Lecture 3 hours; 3 credits. This multicultural course introduces the student to the forms and meanings of poems, stories, novels, and plays from around the world. It provides students with the skills necessary for the appreciation and comparative analysis of these works both as literature and as representations of rich and diverse cultural values. A primary focus of the course will be the role of culture in the formation of national and individual identity, paying special attention to gender, sexuality, race, and class. All works will be read in English.
The Nature of Science: 8 credit-hours required

**Important Notes for Biology, Physics, and Ocean/Earth Sciences:** An asterisk indicates that the course is recommended for non-science majors. These departments list their courses in two-semester sequences. For example, Biology 105N could be taken in the fall semester, followed by Biology 106N in the spring. Each semester of the course is worth 4 credits (for lecture and lab). These courses do not have to be taken in sequence unless required by your major. In other words, you could choose to take one semester of Biology and one semester of Physics.

*BIOI 105N-BIOL 106N.* Biology for Non-Science Majors I, II. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. An introductory biology course for non-biology majors. 105N concentrates on major biological concepts concerning molecular biology, cellular biology, cellular reproduction, classical and molecular genetics, energetics, and ecology. 106N concentrates on plants and animals at the organismal level examining major biological concepts involving diversity, ecology, behavior, and evolution. These courses would be beneficial to those students who are pursuing elementary education degrees because they teach biological topics included in the Virginia Standards of Learning. Cannot be substituted for BIOL 115N or 116N.

BIOL 108N-109N. Life Science I, II. Lecture 4 hours; laboratory 0 hours. An introductory biology course for non-biology majors. 108N focuses on science process, ecology, evolution, biodiversity and conservation. 109N focuses on human biology, including infectious disease; diet, exercise, and health; and human genetics and development. BIOL 108N or 109N cannot be substituted as BIOL 115N or 116N.

BIOL 115N-116N. General Biology. Lecture 4 hours; laboratory 0 hours. Prerequisite: placement into ENGL 110C and qualifying Math SAT/ACT score, qualifying score on the Math placement test, or completion of MATH 102M or higher. 115N is a prerequisite for 116N. 115N emphasizes biological molecules, cell biology, metabolism, molecular biology, and Mendelian genetics. 116N emphasizes evolution, ecology, and organismal biology. A student receiving credit for 115N or 116N cannot receive credit for BIOL 108N or 109N, respectively.

*PHYS 101N-102N.* Conceptual Physics. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. PHYS 101N is a prerequisite for 102N. An introductory descriptive course which develops and illustrates the concepts of physics in terms of phenomena encountered in daily life. The first semester covers mechanics, electricity and magnetism. The second semester covers sound, light, fluids and heat.

*PHYS 103N-104N.* Introductory Astronomy. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. 103N is a study of the physical principles and scientific investigation of objects in our solar system. 104N emphasizes the study of stars, star systems, cosmology and relativity. Both semesters stress how we acquire knowledge of celestial objects to develop models of our universe.

PHYS 111N-112N. Introductory General Physics. 111N is prerequisite to 112N. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. Prerequisite: MATH 102M or 162M or MATH 166. 111N emphasizes mechanics, wave motion and heat and will also cover the needed elements of trigonometry and vectors. 112N emphasizes electricity and magnetism, light, and introduction to modern physics. Students receiving credit for PHYS 111N cannot receive credit for PHYS 102 either simultaneously or subsequently.

PHYS 231N-232N. University Physics. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. Co-requisite: MATH 211 or 226 or permission of instructor. 231N is prerequisite to 232N. A general introduction to physics in which the principles of classical and modern physics are applied to the solution of physical problems. The reasoning through which solutions are obtained is stressed. This course is designed for majors in the physical sciences, engineering, mathematics, and computational sciences. Students receiving credit for PHYS 231N-232N cannot simultaneously or subsequently receive credit for PHYS 101N-102N or PHYS 111N-112N.

*OEAS 106N-107N.* Introductory Oceanography. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. 106N is prerequisite to 107N. 106N emphasizes geology and chemistry covering the formation and constitution of the Earth and the ocean basins. 107N emphasizes physics and biology including meteorology, waves, tides, currents and life in the sea. Laboratory emphasizes practice of basic scientific methods. Knowledge of the metric system, scientific notation, ratio and proportion, and graphing is required. Field trip and research vessel cruise are required.

*OEAS 110N-112N.* Earth Science—Historical Geology. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. 110N is an introductory course in geological sciences. The course relates the principles of natural science to Earth as a planet, its resources, and its environment. The effects of geologic processes on the environment are stressed. 110N or 111N is a prerequisite for 112N. In 112N, evolution of the continents, ocean basins, mountain chains, and the major life forms throughout Earth’s history are studied chronologically and are related to the physical and biological changes which have caused them. A student receiving credit for 111N cannot receive credit for 110N.

OEAS 111N-112N. Physical Geology—Historical Geology. Lecture 3 hours; laboratory 2 hours; 4 credits each semester. 111N introduces the student to the study of the materials, structures, and processes of the Earth. Present terrestrial resources are interpreted in terms of the internal and surface processes that
formed them. 110N or 111N is a prerequisite for 112N. In 112N, evolution of the continents, ocean basins, mountain chains, and the major life forms throughout Earth’s history are studied chronologically and are related to the physical and biological changes which have caused them. A student receiving credit for 111N cannot receive credit for 110N.

**Important Notes for Chemistry:** An asterisk indicates that the course is recommended for non-science majors. This department lists its lectures and labs separately. For example, CHEM 105N is lecture and CHEM 106N is lab. These courses are taken simultaneously for a total of 4 credits. CHEM 107N and 108N would be taken the next semester. These courses do not have to be taken in sequence unless required by your major. In other words, you could choose to take one semester of Chemistry and one semester of Biology.

CHEM 105N. Introductory Chemistry. Lecture 3 hours; 3 credits. Prerequisite: knowledge of basic algebra. Co-requisite: CHEM 106N. This course is the first part of a two-semester sequence of chemistry covering topics in general, organic, and biological chemistry. In this part, an introduction to the principles of inorganic (general) chemistry is provided. The topics to be covered include measurements, atoms and elements, compounds and their bonds, energy and matter, gases, solutions, acids and bases, chemical reactions and quantities, chemical equilibrium, and nuclear chemistry. This course does not meet the prerequisite for CHEM 123N, and cannot be used toward the CHEM major or minor. Students wishing to pursue advanced study in chemistry should take CHEM 121N, 122N, 123N, and 124N. A student receiving credit for CHEM 105N cannot receive additional credit for CHEM 121N. CHEM 105N + CHEM 106N satisfy four credits of the University’s Nature of Science general education requirement.

CHEM 106N. Introductory Chemistry Laboratory. Laboratory 2 hours; 1 credit. Corequisite or prerequisite: CHEM 105N. An introduction to common laboratory techniques and the process of science is provided. CHEM 105N + CHEM 106N satisfy four credits of the University’s Nature of Science general education requirement.

CHEM 107N. Introductory Organic and Biochemistry. Lecture 3 hours; 3 credits. Prerequisite: CHEM 105N with a grade of C or better. Co-requisite: CHEM 108N. This course is the second part of a two-semester sequence of chemistry covering topics in general, organic, and biological chemistry. In this part, an introduction to organic compounds and their role in biological systems is provided. The topics to be covered include the structure, nomenclature, and reactivity of organic compounds, the structure and function of important biomolecules, and the chemistry of metabolic pathways. This course does not meet the prerequisite for CHEM 211, and cannot be used toward the CHEM major or minor. Students wishing to pursue advanced study in chemistry should take CHEM 121N, 122N, 123N, and 124N. CHEM 107N + CHEM 108N satisfy four credits of the University’s Nature of Science general education requirement.

CHEM 108N. Introductory Organic and Biochemistry Laboratory. Laboratory 2 hours; 1 credit. Prerequisite: CHEM 106N with a grade of C or better. Co-requisite or prerequisite: CHEM 107N. Laboratory experiments involving organic compounds and biomolecules are performed. CHEM 107N + CHEM 108N satisfy four credits of the University’s Nature of Science general education requirement.

CHEM 121N. Foundations of Chemistry I Lecture. Lecture 3 hours; 3 credits. Co-requisite or prerequisite: CHEM 122N. Prerequisite: MATH 102M or higher with a grade of C or better. High school chemistry or CHEM 103 is strongly recommended. This is the first of a two-course series, designed for science and engineering majors, that prepares the student for subsequent studies in molecular science and constitutes the foundation for all upper-level chemistry courses. Topics include the descriptive chemistry of selected elements, modern atomic and molecular structure, stoichiometry, thermochemistry, and gas laws. A student receiving credit for CHEM 121N cannot receive additional credit for CHEM 103 or CHEM 105N or CHEM 137N. CHEM 121N + CHEM 122N satisfy 4 credits of the University’s Nature of Science general education requirement.

CHEM 122N. Foundations of Chemistry I Laboratory. Laboratory 2 hours; recitation 1 hour; 1 credit. Co-requisite or prerequisite: CHEM 121N. Laboratory experiments are designed to complement the topics presented in the companion lecture course, CHEM 121N. A student receiving credit for CHEM 122N cannot receive additional credit for CHEM 106N or 138N. CHEM 121N + CHEM 122N satisfy 4 credits of the University’s Nature of Science general education requirement.

CHEM 123N. Foundations of Chemistry II Lecture. Lecture 3 hours; 3 credits. Co-requisite or prerequisite: CHEM 124N. Prerequisite: CHEM 121N with a grade of C or better. This is the second of a two-course series, designed for science majors, that prepares the student for subsequent studies in molecular science and constitutes the foundation for all upper-level chemistry courses. Topics include states of matter, solutions, electrochemistry, thermodynamics, equilibria, and kinetics. CHEM 123N + CHEM 124N satisfy four credits of the University’s Nature of Science general education requirement.

CHEM 124N. Foundations of Chemistry II Laboratory. Laboratory 2 hours; recitation 1 hour; 1 credit. Co-requisite or prerequisite: CHEM 123N. Prerequisites: CHEM 121N or 117 with a grade of C or better, and CHEM 122N with a grade of C or better. Laboratory experiments are designed to complement the topics in the companion lecture course, CHEM 123N. CHEM 123N + CHEM 124N satisfy four credits of the University’s Nature of Science general education requirement.
COMM 137N. Advanced General Chemistry I and II Lecture. Lecture 3 hours; recitation 1 hour; 4 credits. Pre- or co-requisite: MATH 162M. This lecture course, along with CHEM 138N, will fulfill all requirements for a complete year of general chemistry. This combination will satisfy all general chemistry prerequisites for upper level chemistry courses.

CHEM 138N. Advanced General Chemistry I and II Lab. Laboratory 4 hours; 2 credits. Prerequisite: CHEM 137N. This laboratory course is intended for students who have completed CHEM 137N. Experiments cover foundational topics and skills in chemistry and introduce students to chemical research.

Human Behavior: 3 credit-hours required

AAST 100S: Introduction to African American Studies. Lecture 3 hours; 3 credits. An interdisciplinary examination of the African American experience in America. The course examines the historical and contemporary conditions of African Americans. It also explores the various modes of artistic expression, values, and philosophical underpinnings of African American culture.

ANTR 110S. Introduction to Anthropology. Lecture 3 hours; 3 credits. A survey of what we know about the emergence of humans: where we came from; how we developed physically and why; how human cultures became more complex through time; and the variety of human ways of life today.

COMM 200S. Introduction to Human Communication. Lecture and discussion 3 hours; 3 credits. An introduction to the discipline and methods of human communication. Survey of the major approaches to studying communication across the range of human communication contexts and functions.

CRJS 215S. Introduction to Criminology. Lecture 3 hours; 3 credits. Introduction to criminology as a science, including the study of crime, criminals, and society’s response to them.

ECON 200S. Basic Economics. Lecture and discussion 3 hours; 3 credits. The course presents an overview of the major principles of micro- and macroeconomics. Topics include opportunity costs, supply and demand, competition and monopoly, national income determination, creation of money and credit, and international problems. No credit will be given to students pursuing majors in the College of Business and Public Administration.

ECON 201S. Principles of Macroeconomics. Lecture and discussion 3 hours; 3 credits. Prerequisite: qualifying Math SAT/ACT score, qualifying score on the Math placement test, or completion of MATH 102M or higher. Development of the theory of supply and demand, and their interaction in a market economy. Classical, Keynesian, and monetarist explanations of inflation and unemployment are presented and analyzed. Emphasis is placed on income determination, fiscal policy, monetary policy, and the issue of government efforts to improve economic performance.

ECON 202S. Principles of Microeconomics. Lecture and discussion 3 hours; 3 credits. Prerequisite: qualifying Math SAT/ACT score, qualifying score on the Math placement test, or completion of MATH 102M or higher. An examination of how individuals and businesses interact in a market economy. Emphasis is placed on consumer behavior, price and output decisions of firms, the economic efficiency of the resulting allocation of society’s resources, and the gains from international trade and impact of trade barriers.

FIN 210S. Personal Financial Literacy. Lecture 3 hours; 3 credits. Prerequisite: MATH 102M. This is an introductory course dealing with various aspects of individual financial decision making, with an emphasis on short- and long-term personal financial planning. The course uses scenarios, practical cases, and special projects to provide concrete applications of abstract concepts.

GEOG 100S. Introduction to Anthropology. Lecture and discussion 3 hours; 3 credits. An interdisciplinary examination of the African American experience in America. The course examines the historical and contemporary conditions of African Americans. It also explores the various modes of artistic expression, values, and philosophical underpinnings of African American culture.

GEOG 101S. Environmental Geography. Lecture and discussion 3 hours; 3 credits. A systematic study of environmental processes, issues and patterns emphasizing the interactions among people and their ecosystems. The course focuses on the influence of the physical environment on people and the impact of people on the environment.

POLS 100S. Introduction to International Politics. Lecture and discussion 3 hours; 3 credits. This course provides a basic topical introduction to the study of international politics. It considers some of the more prominent theoretical perspectives in the discipline and examines the major political, economic, social, and environmental issues presently facing the global community. The course prepares students for advanced study in international politics.

POLS 101S. Introduction to American Politics. Lecture and discussion 3 hours; 3 credits. This course introduces students to the political processes and the institutions of American politics. The course examines American political culture, gender and minority rights, citizen participation, national institutions, public policy, and foreign and defense policy.

POLS 102S. Introduction to Comparative Government and Politics. Lecture 3 hours; 3 credits. This is a comparative course of political systems of established and emerging democracies and non-democratic states.
PSYC 201S. Introduction to Psychology. Lecture 3 hours; 3 credits. Introduction to the scientific study of psychology. The student is introduced to fundamental terms, facts, and concepts dealing with motivation, learning, perception, intelligence, measurement, personality structure, behavior disorders, psychological development, and social processes.

PSYC 203S. Lifespan Development. Lecture 3 hours; 3 credits. A broad contemporary view of the processes of development. The influences of biological and environmental factors in the development of personality and cognitive functioning are explored.

SOC 201S. Introduction to Sociology. Lecture 3 hours; 3 credits. An introduction to the discipline and methods of sociology. Major topics include socialization, social inequality, family, education, gender roles, and ethnic and minority relations.

WMST 201S. Introduction to Women’s Studies. Lecture and discussion 3 hours; 3 credits. An introduction to the interdisciplinary field of women’s studies drawing on materials from the social sciences. Topics include the social construction of gender in a multicultural setting; the reliability of studies on the “nature” of women; cross-cultural variations in women’s lives; female health, work, and sexuality; and women’s roles in politics.

Interpreting the Past: 3 credit-hours required

HIST 100H. Interpreting the World Past Since 1500. Lecture 3 hours; 3 credits. This course offers students a critical approach to interpreting world history. A fast-paced survey of world history from the 1500s to the present, it focuses on the major intellectual, religious, social, cultural, political, environmental and scientific developments that have influenced the course of world history. It looks at cross-cultural relations in the form of economic exchange, technology transfer, war and conquest, and international organizations.

HIST 101H. Interpreting the Asian Past. Lecture 3 hours; 3 credits. Surveys significant themes in the history of Asian societies and cultures, as related to other world regions, from the emergence of Indian and Chinese civilizations to the contemporary world.

HIST 102H. Interpreting the European Past. Lecture 3 hours; 3 credits. Surveys significant themes in the history of European societies and cultures, as related to other world regions, from the emergence of Mesopotamian civilizations to the contemporary world.

HIST 103H. Interpreting the Latin American Past. Lecture 3 hours; 3 credits. Surveys significant themes in Latin American history, as related to other world regions, from the indigenous civilizations, through conquest and colonization and the post-colonial period, to the contemporary world.

HIST 104H. Interpreting the American Past. Lecture 3 hours; 3 credits. Surveys significant themes in the history of the United States, as related to other world regions, from the period of European exploration to the contemporary world.

HIST 105H. Interpreting the African Past. Lecture 3 hours; 3 credits. This is an introductory course on the history of African peoples, culture, and the African Diaspora. The course will explore the early history of the continental societies, kingdoms and empires, the economic, political and cultural institutions of Africa, and the history and consequences of the interactions both within Africa and overseas. It will also examine the impact of Christianity and Islam and of European colonialism and formally trace the development of modern African states from the indigenous civilizations, through conquest and colonization and the post-colonial period, to the contemporary world.

Philosophy and Ethics: 3 credit-hours required
(Sometimes this requirement is met within your major.)

PHIL 110P. Introduction to Philosophy. Lecture 3 hours; 3 credits. An introduction to basic concepts, methods and issues in philosophy, and a consideration of representative types of philosophical thought concerning human nature, the world, knowledge, and value.

PHIL 120P. Logic and Philosophy. Lecture 3 hours; 3 credits. A study of the principles of correct reasoning and the types of fallacious reasoning. Includes an examination of the philosophical and historical context of logic, and the application of logical methods to philosophical questions.

PHIL 140P. Introduction to the Philosophy of Science: Knowledge, Reality, and Values. Lecture 3 hours; 3 credits. Scientific developments are used as an occasion for philosophical reflection. In the process the student is led to a better understanding of science. The course introduces and makes use of basic logical and conceptual tools of philosophy.

PHIL 230E. Introduction to Ethics. Lecture 3 hours; 3 credits. An introduction to the study of ethics through philosophical reflection on a variety of moral issues of contemporary significance. Topics covered will vary by semester and instructor, but may include issues drawn from professional fields such as business, medicine, and information technology, plus matters of public concern like the environment, the treatment of animals, the use of military force, social justice, and civil and human rights.

PHIL 250E. World Religions: Beliefs and Values. Lecture 3 hours; 3 credits. A comparative and philosophical study of major world religions in the Eastern and Western traditions, with particular attention being paid to their views about the basis of right action and the nature of good and evil. Other points of comparison include the foundations of religious knowledge and belief, the meaning of human life, divinity, and death and immortality.
PHIL 303E. Business Ethics. Lecture 3 hours; 3 credits. Prerequisite: ENGL 110C. A philosophical examination of ethical issues that arise in business and commerce. Topics discussed will vary by semester and instructor, but may include affirmative action, ethical versus unethical sales and marketing techniques, the obligations of business to society (if any), and the moral foundations of capitalism.

PHIL 344E. Environmental Ethics. Lecture 3 hours; 3 credits. Prerequisite: ENGL 110C. A philosophical examination of the nature and basis of human obligations for the condition of the environment with special attention to the foundations of ethical decision making.

PHIL 345E. Bioethics. Lecture 3 hours; 3 credits. Prerequisite: ENGL 110C. An examination of the philosophical foundations of ethical decision making in biology, medicine, and the life sciences.

PHIL 441E. Foundations of Ethics. Lecture 3 hours; 3 credits. Prerequisites: ENGL 211C, 221C or 231C; junior standing. An inquiry into the philosophical foundations of ethical theory. Various ethical systems are considered, and different views of meta-ethics and moral psychology may be as well.

PHIL 442E. Studies in Applied Ethics. Lecture 3 hours; 3 credits. Prerequisites: ENGL 110C and junior standing. An intensive examination of ethical issues in a particular field or profession; an emphasis on ethical theory underlying practical decisions.

The Impact of Technology: 3 credit-hours required

COMM 372T. Introduction to New Media Technologies. Lecture 3 hours; 3 credits. Prerequisite: Junior standing or permission of the instructor. Introduction to new media practices and theories. Focuses upon the powers of composition, networked communities, information management, social networking and identification in digital environments. Students will examine practical applications such as blogging, online mapping and tagging, online collaborative work such as wikis, and self-composition in online social networks.

CS 300T. Computers in Society. Lecture 3 hours; 3 credits. Prerequisites: ENGL 110C and completion of oral communication requirement. Covers changes in the world’s society due to continuing implementation of computer technologies. Evaluation of technological expansions in areas of government, business/industry, education, medicine, transportation, communication, and entertainment. Topics include: intellectual property, software piracy, computer crimes and ethics. Students must research a societal topic and present results in written and oral forms.

DNTH 440T. Telehealthcare Technology. Lecture 3 hours; 3 credits. Prerequisite: permission of the instructor. This course will examine the concept, global impact, and trends in telehealthcare technology on the client/patient, multidisciplinary practitioners, and various healthcare systems. Emphasis is on effective evidence-based decision making to reduce errors in patient care, promote care in remote or underserved geographical areas, and the ability to retrieve and evaluate healthcare information that improves access to quality, cost-effective health care.

EET 370T. Energy and the Environment. Lecture 3 hours; 3 credits. A study of the existing and new energy production methods, energy as a purchased/traded commodity, physics of energy, positive and negative implications for the environment, economics of energy alternatives, and resulting human/social impacts.

ENGL 307T. Introduction to Digital Writing. Lecture 3 hours; 3 credits. Prerequisites: ENGL 110C, 111C. This course introduces students to issues of writing in various digital environments such as web pages, email, blogs, wikis, and discussion boards. This class also introduces fundamentals of hypertext authoring, digital and visual rhetoric, and image manipulation.

GEOG 306T. Hazards: Natural and Technological. Lecture and discussion 3 hours; 3 credits. Prerequisites: Junior standing and six credits in the social sciences or permission of the instructor. An exploration of human perceptions and responses to extreme geophysical and technological threats, including nuclear bombs and accidents, hurricanes, tornadoes, earthquakes, and volcanoes.

HIST 300T. The History of Sex and Sexual and Reproductive Technologies. Lecture 3 hours; 3 credits. Prerequisite: HIST 100H, 101H, 102H, 103H, 104H or 105H. The course explores the many ways sex, gender, sexuality and sexual identities have been constructed in Western thought from around 500 BC to the present. The medicalization of sex and sexual practices will be examined. Sexual perversions such as prostitution, pornography, and sexual violence will be explored. The course will also focus on the technology of sexual enhancement and production and the ethics involved in these areas.

HIST 386T/SCI 302T. The Evolution of Modern Science. Lecture 3 hours; 3 credits. Prerequisite: HIST 100H, 101H, 102H, 103H, 104H or 105H. Traces the development of modern science from the ancient Greeks to the 21st century.

HIST 389T. Technology and Civilization. Lecture 3 hours; 3 credits. Prerequisite: 3 hours of history. This course will examine the role of technology and relevant science. Students will examine the interaction between society and technology and investigate why technology is both a reflection of, and a shaping influence upon, modern culture.

HIST 304T. History of Medicine, Disease, and Health Technology. Lecture 3 hours; 3 credits. Prerequisite: HIST 101H, 102H, 103H, 104H or 105H. Examines the history of medicine and epidemiology from ancient times through the 21st century. The
course takes a comparative look at medical practices in Europe and around the globe and focuses heavily on the complex relationship between human societies and disease. The development of medical technologies and their impact are examined.

**IT 360T.** Principles of Information Technology. Lecture and discussion 3 hours; 3 credits. Prerequisite: completion of general education computer literacy requirement; junior standing and admission to the Bachelor of Science in Business Administration or permission of the associate dean of the College of Business and Public Administration. A survey of computer hardware, software, procedures, applications, and management information concepts. Provides an understanding of the application of the computer to the support of managerial decision making. Information Systems majors may not use this course for credit toward the B.S.B.A. degree.

**MUSC 335T.** Introduction to MIDI Technology. Lecture 2 hours; laboratory 2 hours; 3 credits. Prerequisite: music student or permission of instructor. This course will introduce students to MIDI technology with an emphasis on sequencing and editing techniques and music notation skills.

**STEM 110T.** Technology and Your World. Lecture and application 3 hours; 3 credits. An overview of the resources and systems of technology. Discussion and activities explore the evolution of technology, its major systems and their impact on individuals and their careers.

**STEM 370T.** Technology and Society. [Writing intensive course] Lecture 3 hours; 3 credits. Prerequisites: junior standing or permission of the instructor. A multidisciplinary course designed to provide insight into the fundamental, historical, and contemporary nature of technology as an area of human knowledge. Attention is given to the positive and negative aspects of technology and how they affect society.

**PHIL 383T.** Technology: Its Nature and Significance. Lecture 3 hours; 3 credits. Prerequisites: junior standing and three semester hours in philosophy or permission of the instructor. A philosophical examination of technology with special attention to its relationship with and mutual dependence upon society, culture, and human values. Historical developments and specific technologies will also be covered.

**POLS 350T.** Technology and War. Lecture 3 hours; 3 credits. Prerequisite: POLS 100S or permission of the instructor. Studies the broad interaction of human war-making and technological advancements from earliest times to the present. Examines how technology has affected the outbreak and outcome of wars, and how warfare has influenced technology races and produced countermeasures by the technologically disadvantaged. Focuses on the emergence of weapons of mass destruction (nuclear, chemical, biological). Evaluates feasibility and consequences of measures designed to curtail advanced-weapons proliferation. Surveys high-tech warfare trends into the 21st century. Considers whether technology will make warfare irreconcilable with human life on earth.

**WMST 390T.** Women and Technology Worldwide. Lecture 3 hours; 3 credits. Prerequisites: three semester hours in the social sciences or history. An exploration of women as designers and users of technology and of the impact of technology on women’s lives across the world. Variations in women’s experiences by race, class, and culture will be stressed.

**Upper Division Component**

The upper division component is designed to help you integrate knowledge at an advanced level.

1. Written Communication (approved writing-intensive or ‘W’ course) within your major – 3 hours
2. Upper-Division Fulfillment Options – minimum 6 hours
   - Option A: Disciplinary Minor (a minimum of 12 hours determined by the department) or a second major or second degree.
   - Option B: Interdisciplinary Minor (specifically 12 hours, 3 of which may be in the major).
   - Option C: International Business and Regional Courses or an approved Certification Program such as teaching licensure.
   - Option D: 6 hours of elective upper-division courses from outside of and not required by the student’s major and college.
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<td>Academic Enhancement</td>
<td>(757) 683-3259</td>
<td>Military Science and Leadership/Army ROTC</td>
<td>(757) 683-3663</td>
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<td>Academic Skills</td>
<td>(757) 683-3699</td>
<td>Military Student Services (press option 5)</td>
<td>(757) 683-4425</td>
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<td>Admissions</td>
<td>(757) 683-3685</td>
<td>Naval Science/NROTC</td>
<td>(757) 683-4744</td>
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<td>Military Activities</td>
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