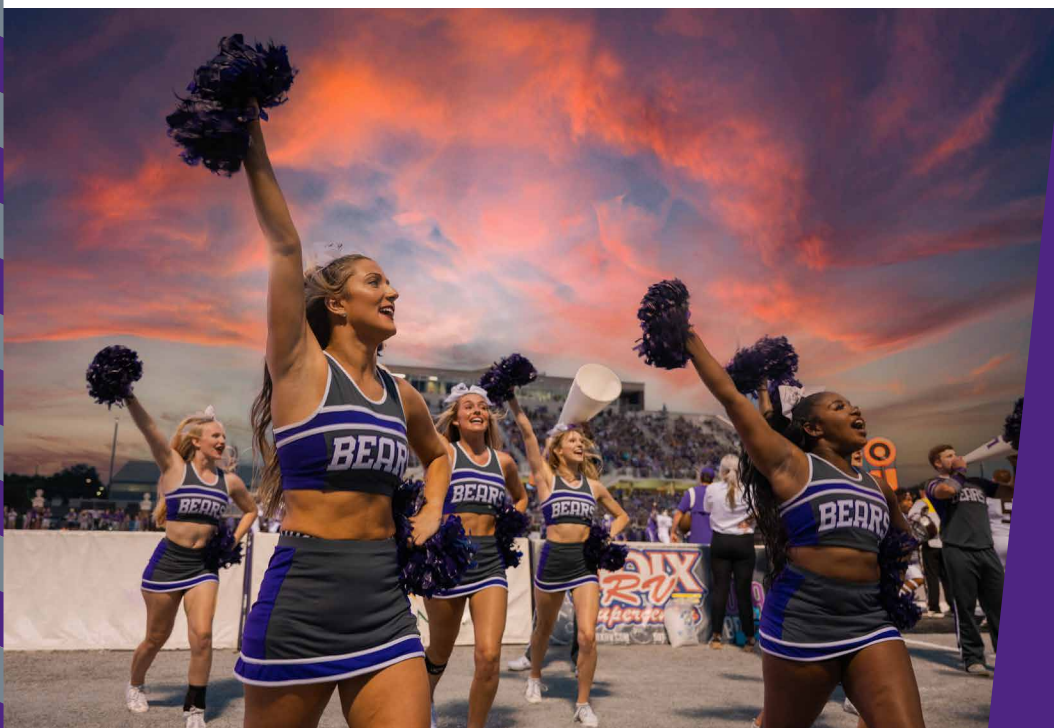




UNIVERSITY OF
**CENTRAL
ARKANSAS™**



**NEW STUDENT
GUIDE**

2023-2024

HEY THERE, UCA BEAR!

You've just entered a new stage of your life, and we—the students, faculty, and staff of UCA—are honored that you've chosen to begin that stage with us.

As you start this next chapter, there may still be unfamiliar terms and processes. For example, what are credit hours and how do they work? How will you choose a major? When will you get registered for classes? And where can you go when you need a little help?

The **New Student Guide** serves as your reference to the questions that arise as you begin your first year at UCA.

FIND YOUR BEARINGS ►



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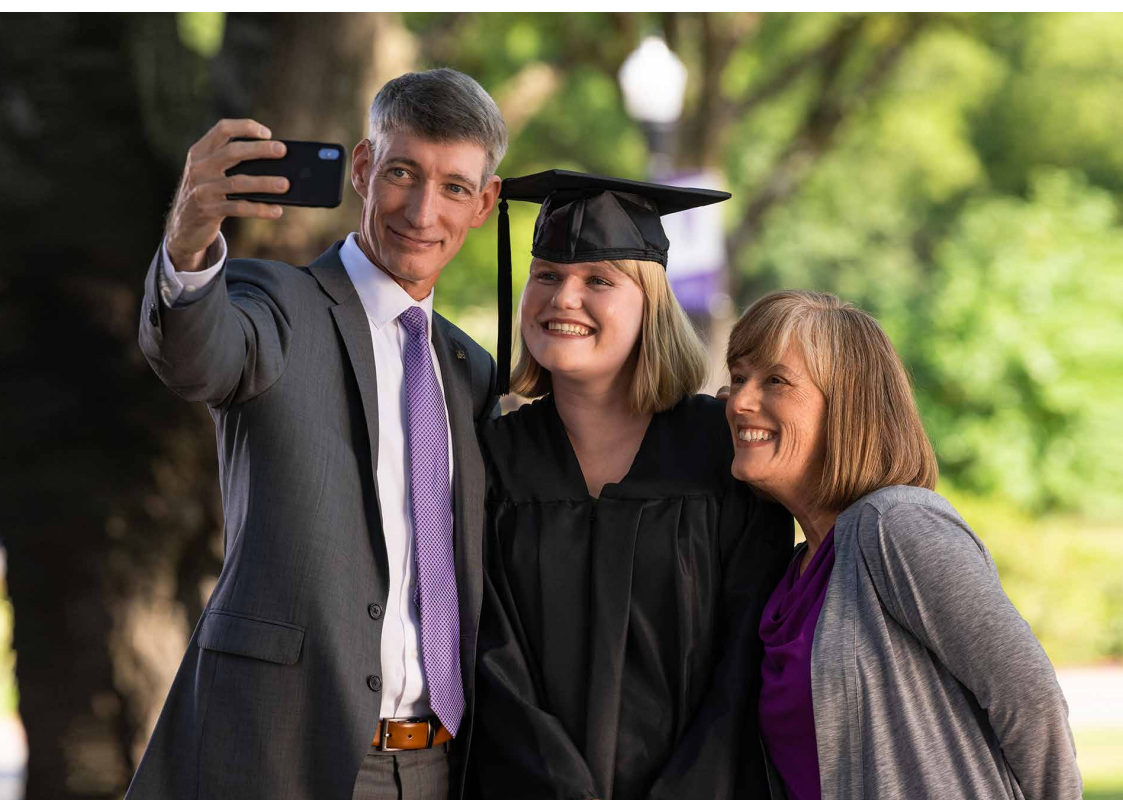
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10 TIPS FOR FIRST-YEAR SUCCESS

1 CHECK YOUR UCA EMAIL EVERY DAY.

Your UCA email account is how professors and campus departments will contact you. Don't miss out on important messages from your professor or academic advisor!

2 READ YOUR SYLLABI CAREFULLY.

Each course has a syllabus outlining what to expect in the course. You need to know what assignments you'll be expected to complete as well as when and how to turn them in. Always read the syllabus!

3 GET TO KNOW YOUR INSTRUCTORS.

Does your professor have office hours? Go visit them! Do they have a website? Check it out! Getting to know your professors personally can help when you have questions about class, your future plans, and any advice you may need.

4 GET UP & GO TO CLASS. YES, EVERY DAY!

Attending classes every day is a critical part of your success at UCA.

5 BE MOTIVATED & SELF-DISCIPLINED.

Set academic and personal goals for yourself. Determine your priorities and make a plan of how to best meet them. But make sure your plan is realistic so you can stay on track.

6 PARTICIPATE IN CAMPUS ACTIVITIES & EVENTS.

Join a student organization, go Greek, attend athletic events, seminars, concerts, recitals, and other on-campus activities. Make an effort to meet people and get involved!

7 TAKE ADVANTAGE OF CAMPUS RESOURCES.

Resources like the Student Health Clinic, the Counseling Center, the HPER fitness center, academic workshops, tutoring, and computer labs are all available to you as a student. Use them!

8 BALANCE CLASSWORK, SOCIAL ACTIVITIES, & REST.

The '2-to-1 rule' means that for every hour in class, you should spend at least two hours each week studying, reading, doing homework, or preparing for that class. Schedule your week accordingly and be realistic about how much time you need for your assignments. Be sure to schedule in enough sleep!

9 CONSULT REGULARLY WITH YOUR ACADEMIC ADVISOR.

Advisors are here to offer guidance, and you need to meet with them before you can register for classes each semester. They can also help you set academic goals and plan your class schedule.

10 VISIT OR CALL YOUR FAMILY AT LEAST ONCE A MONTH.

Remember that this transition is an adjustment for them, too! They still want to hear from you!

NEED-TO-KNOW INFORMATION

ACADEMIC INTEGRITY AND ACADEMIC MISCONDUCT

The mission of the University of Central Arkansas commits all members of the university community to acquiring, sharing, evaluating, and communicating knowledge. Such a commitment includes an expectation of academic integrity, an organizational and individual commitment to honesty, and responsibility in teaching and learning. By their affiliation with the University of Central Arkansas, all members of the university community are committed to a shared responsibility for maintaining the highest standards of academic integrity. Although this policy focuses on academic integrity in course-related work, its basis and context is the commitment made by the entire university community. Violation of the expectation of academic integrity is academic misconduct. Examples of misconduct commonly identified by universities include but are not limited to cheating, plagiarism, and fabrication. More information about UCA's Academic Integrity and Academic Misconduct policies can be found at: uca.edu/integrity

WHAT IS PLAGIARISM?

Instructors want to know you that understand the material, can refer to sources to support your ideas, and can distinguish your analysis of the reading from what the author said. If you don't cite your source, you claim that you came up with the ideas on your own—in short, you plagiarize.

How can you avoid this? First, keep good notes that start with bibliographic information. Use quotation marks when you transfer direct quotes. When you use three or more words in a row verbatim from the source material, you must put the words in quotes and cite them. If the words are yours, you don't need quotes, but if the ideas are from your source, you must still cite to tell the reader whose idea it is. When in doubt, cite your source.

What should you not do? Avoid putting one citation at the end of a long paragraph. If you do that, the reader doesn't know if the whole paragraph references the source or just the last sentence. Also, you also shouldn't paraphrase source material by merely changing the author's words to close synonyms or reordering the author's sentences. What you should do instead is rewrite the material with your own words and cite your source.

If something is common knowledge—for example, that George Washington was the first president of the United States—then you don't have to cite. However, if something is not common knowledge, then you must cite.

STATEMENT ON ALCOHOL AND DRUGS

UCA is committed to the maintenance of a drug and alcohol-free workplace and the encouragement of a standard of conduct for employees and students that discourage the unlawful possession, use or distribution of controlled substances and alcohol on its property or as a part of any of its activities. Students violating the university policy on alcohol or drugs are subject to sanctions up to and including expulsion from the university and referral for prosecution. The UCA Drug Free Schools and Communities Policy can be found at: uca.edu/uca.edu/go/323295

STUDENT RIGHT-TO-KNOW AND CAMPUS SECURITY ACT

The federal government requires that certain information be provided to incoming current UCA students, prospective students, parents, and current and prospective employees of the University. Students can receive a paper copy of any information, or visit the Dean of Students office located in the Student Health Center. Such information includes:

- ▶ Family Education Rights & Privacy Act (FERPA)
- ▶ Available Financial Assistance & Direct Loan Deferments for Performed Services
- ▶ General Institutional Information
- ▶ Graduation Rate Information
- ▶ Campus Security Report
- ▶ Athletic Program Participation Rates & Financial Support Data

This information—which falls under the Student Right to Know and Campus Security Act—can be found in the student handbook online at: uca.edu/student/student-handbook.

DOWNLOAD THE 2023-2024 STUDENT HANDBOOK ▶



UCA.EDU/STUDENT/STUDENT-HANDBOOK

EXPLORING YOUR MAJOR OPTIONS

We know it can be difficult to decide on a major, so UCA offers a variety of resources for exploring different major options.

UCA recommends that all entering freshmen take the *MyMajors College Major Assessment*, which recommends your top ten best-fit majors that match your academic achievement, aptitude, unique interests, and preferences. You can take the free online assessment at uca.mymajors.com.

Another tool is the *Focus 2 Career Planning Assessment*, available through Career Services. The assessment takes about 30 minutes to complete and is available online at uca.edu/career/careerplanning.

Additionally, eight-semester degree plans, known as *Academic Maps*, are provided on the UCA website for many of the majors offered at UCA. Academic maps are helpful to review and compare if you're trying to determine if a major is right for you. Find them online at uca.edu/academicmaps.

We also recommend checking out the webpages for the colleges and departments offering the majors you're interested in. Whether you're interested in business, education, music, or health sciences, these pages will often provide more up-to-date information than you'll typically find in the eight-semester degree plans.

DECLARING YOUR MAJOR OR MINOR

If you haven't declared a major or minor, or if you want to change your major or minor, you'll need to complete the electronic *Undergraduate Major, Minor, Concentration, and Bulletin Change Form*. Please allow five business days for the Registrar's office to process your request. You can find this form on their website at uca.edu/registrar/forms

27-HOUR RULE

All degree-seeking students must declare a major and at least one minor, subject to exceptions noted for specific programs. **After completing 27 credit hours, students must have declared a major prior to future semester course registration.** A course that's used to meet the requirements of a major may not also be used to meet minor requirements. Changes made to adjust the student's program within the scope of the major or minor requirements (such as course substitutions) need approval of the department chair. Adjustments in the student's program beyond the scope of departmental requirements require the approval of the Academic Adjustments and Appeals Committee.

Many students, especially incoming freshmen, haven't selected their major at the time of summer registration. In this case, students will be assigned to "Undeclared" advisors. These students will be encouraged to complete lower division core requirements until they've chosen a major.

See a comprehensive list of all majors and minors currently offered on pages 10-11.



NEW BEAR CENTRAL

The transition to college can involve a number of academic, social, and financial challenges. To help with that transition, **New Bear Central** is an online extended orientation and transition program created just for you. Completing the online modules in New Bear Central will help you become familiar with some of the tools you'll need to be a successful student at UCA.

To access New Bear Central, login to your myUCA account, then select "Blackboard" and navigate to New Bear Central by selecting "Courses" in the left column.

ACADEMIC CALENDAR 2023-2024

The Academic Calendar is subject to change. See the most up-to-date version posted online at uca.edu/registrar/academic-calendar

FALL SEMESTER 2023

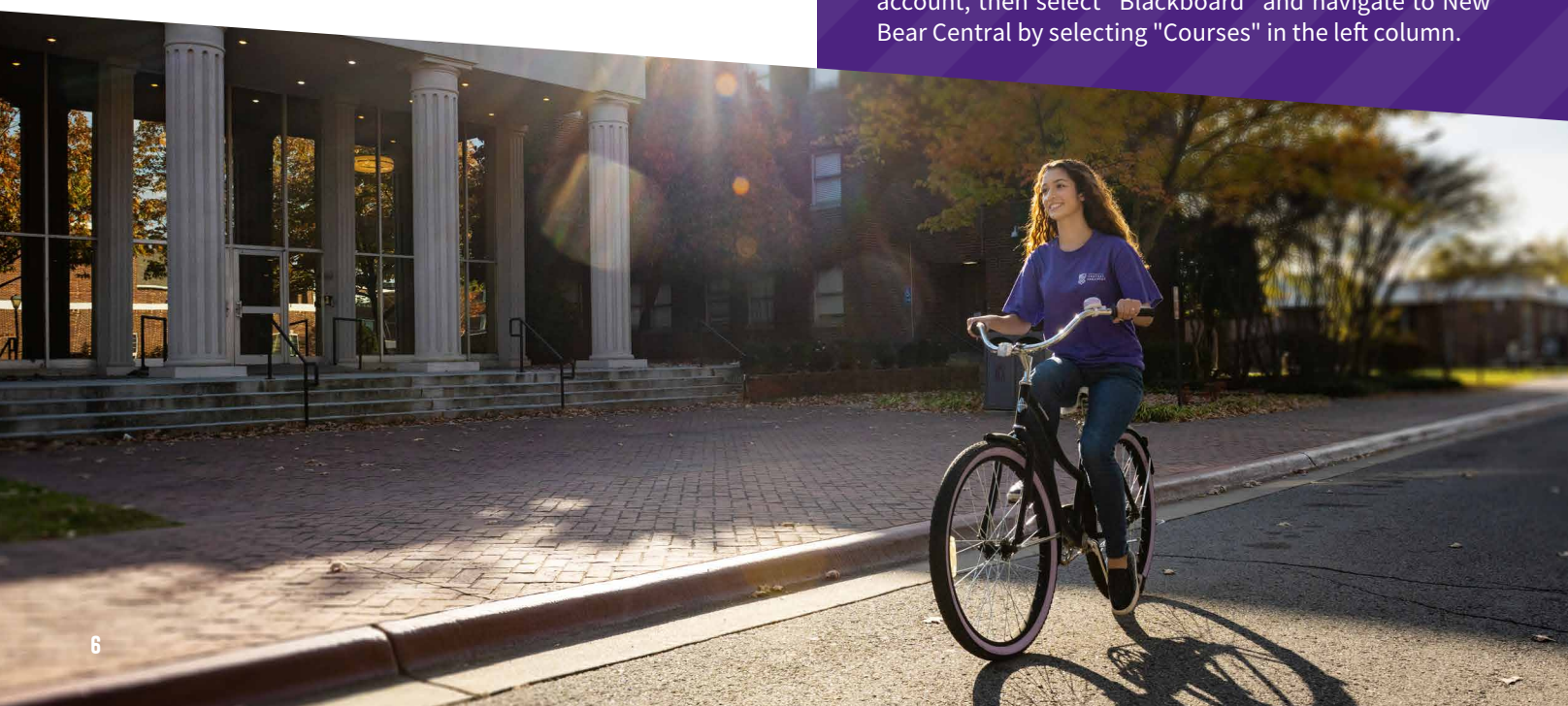
August 19-23, Sat-Wed	Welcome Week
August 24, Thursday	Instruction begins - day and evening classes
August 30, Wednesday	Change-of-course period ends for Aug. 24-Dec. 15 classes. Final date to register, add classes, or change from credit to audit or vice versa. Final date to drop Aug. 24-Dec. 15 classes with a 100% refund.
September 4, Monday	Labor Day Holiday
September 14, Thursday	Final date to drop Aug. 24-Dec. 15 classes with a 75% refund. No refund after this date.
October 5, Thursday	26th Annual Majors Fair
October 17, Tuesday	Final day to add Oct. 16-Dec. 15 classes.
October 19-22, Thurs-Sun	Fall Break
October 24, Tuesday	Final date to drop Oct. 16-Dec. 15 classes and receive a 75% refund. No refund after this date.
October 25-November 7	Advance Registration for Spring 2024
November 15, Friday	Final date to officially withdraw from Aug. 24-Dec. 15 classes or the university with a W grade unless already dropped for non-attendance.
November 22, Wednesday	Thanksgiving Break (no classes, University offices open)
November 23-26, Thurs-Sun	Thanksgiving Break (no classes, University closed)
December 8, Friday	Study Day (no classes)
December 11-15, Mon-Fri	Final Exams—day and night classes
December 16, Saturday	Undergraduate Winter Commencement
December 18, Monday	Final grade report due

SPRING SEMESTER 2024

January 10, Wednesday	Payment due for Spring 2024 classes
January 11, Thursday	Instruction begins - day and evening classes
January 13, Saturday	Instruction begins - Saturday classes
January 15, Monday	Dr. Martin Luther King, Jr. Holiday
January 18, Thursday	Change-of-course period ends for Jan. 11-May 3 classes. Final date to register, add classes, or change from credit to audit or vice versa. Final date to drop Jan. 11-May 3 classes and receive a 100% refund.
February 1, Thursday	Final date to drop Jan. 11-May 3 classes with a 75% refund. No refund after this date.
March 5, Tuesday	Final date to drop March 4 - May 3 classes and receive a 100% refund.
March 8, Friday	Final date to drop March 4 - May 3 classes and receive a 75% refund. No refund after this date.
March 24-31, Sun-Sun	Spring Break (no classes, University offices open)
March 27-April 9	Advance Registration for Summer and Fall 2024
April 8, Monday	Final date to officially withdraw from Jan. 11-May 3 classes or the university with a W grade unless already dropped for non-attendance.
April 26, Friday	Study Day (no classes)
April 27, Saturday	Final exams - Saturday classes
April 29-May 3, Mon-Fri	Final Exams—day and night classes
May 4, Saturday	Undergraduate Spring Commencement
May 7, Tuesday	Final grade report due

SUMMER SEMESTER 2024

May 13, Monday	Instruction begins for May Intercession (May 13-May 31), 8-Week (May 13-July 5), and 13-Week (May 13-Aug. 9) Summer Session classes
May 27, Monday	Memorial Day Holiday (no classes, University closed)
May 31, Friday	Final examinations for May Intercession classes
June 3, Monday	Instruction begins for 1st Five Week Summer Session (June 3-July 5) and 10-Week Summer Session (June 3-Aug. 9) classes
June 27, Thursday	Final date to officially withdraw from 1st Five Week Summer Session I classes or the university with a W grade unless already dropped for non-attendance
July 4, Thursday	Independence Day Holiday (no classes, University closed)
July 5, Friday	Final examinations for 1st Five Week Summer Session classes
July 8, Monday	Instruction begins for 2nd Five Week Summer Session (July 8-Aug. 9) classes
August 1, Thursday	Final date to withdraw from 2nd Five Week Summer Session II classes with a W grade unless already dropped for non-attendance
August 9, Friday	Final examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2nd Five Week Summer Session classes
August 13, Tuesday	Final grade report due



THE UCA CORE

EXPLORE | ENRICH | EMPOWER

REFLECTIVE OF THE UCA MISSION, THE UCA CORE IS DESIGNED TO HELP STUDENTS DEVELOP THE KNOWLEDGE AND SKILLS NECESSARY FOR CRITICAL INQUIRY, EFFECTIVE COMMUNICATION, AND RESPONSIBLE LIVING IN A DIVERSE AND CHANGING WORLD.

CORE COMPETENCIES ▶

1 CRITICAL INQUIRY

The ability to analyze new problems and situations to formulate informed opinions and conclusions.

2 COMMUNICATION

The ability to develop and present ideas effectively to enhance communication and collaboration with diverse individuals and groups.

3 RESPONSIBLE LIVING

The ability to address real world problems and find ethical solutions for individuals and for society.

4 DIVERSITY

The ability to analyze familiar cultural assumptions in the context of the world's diverse values, traditions, and belief systems as well as to analyze the major ideas, techniques, and processes that inform creative works within different cultural and historical contexts.

THE UCA CORE

The UCA Core requires 38 credit hours at the lower division. These 38 hours are distributed in the knowledge and skills areas of Critical Inquiry, Effective Communication, Responsible Living, and Diversity.

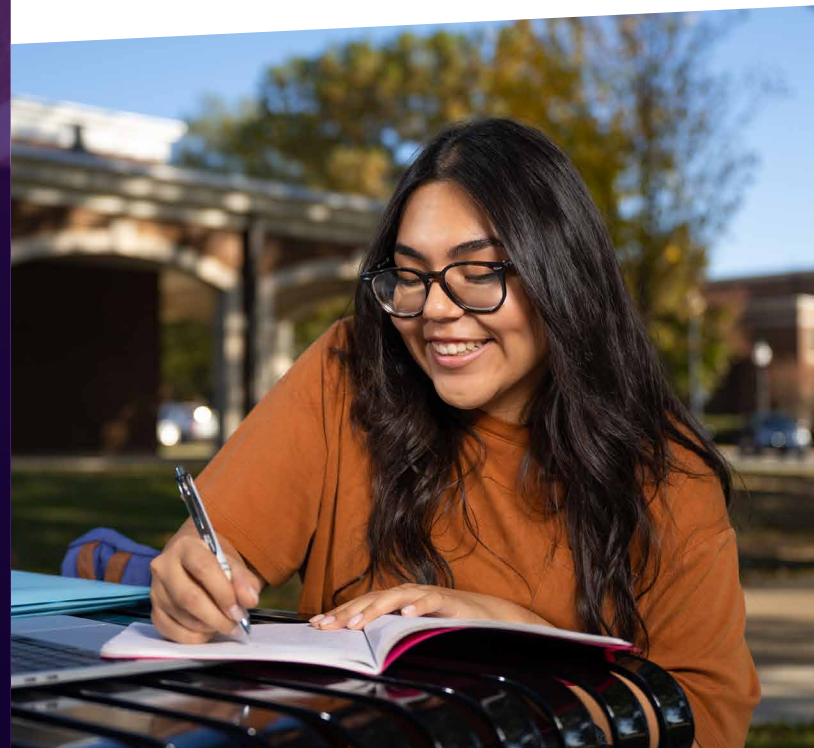
Embedded within the lower division core is a **First-Year Seminar (FYS)**. The First-Year Seminar comes from one of the lower division academic courses. The purpose of the First-Year Seminar is to provide a small-class learning environment to facilitate engagement in academic study at the collegiate level, make a connection to the University, and reinforce the importance of communication skills. First-Year Seminars are as unique as the professors offering them, and afford the student a unique introductory experience to UCA.

THE VALUE OF THE UCA CORE

At UCA, we believe that the purpose of an education is the development of the whole student. Learning is about more than vocational or career specific training. Although it is crucial that students develop the skills necessary for the demands of the modern workplace, an education is about something greater.

An educated person is prepared for the workplace *and* the demands of engaged citizenship. We've designed the UCA Core to reflect this expectation.

But education is also about exploration. The UCA Core provides many educational opportunities, so take chances, adventure into unknown territories, and discover yourself through the wealth of resources we have available. What is the value of the UCA Core? Ask yourself, instead, **“What type of person do I want to be?”** The UCA Core will help you get there.



HOW IT WORKS

The UCA Core Checksheet lists courses in the four Core areas—Critical Inquiry, Effective Communication, Diversity, and Responsible Living—that will satisfy your UCA Core requirements. The UCA Core is comprised of 38 lower division hours, plus additional upper-division hours that will depend on your major and the classes you select. Among the courses you take that satisfy UCA Core requirements, one **must** be a First-Year Seminar (FYS) and should be taken during your first year at UCA, unless you have over 30 hours of college credit. The class schedule each semester will let you know which sections of the UCA Core courses are being offered as FYS classes. You'll find the current UCA Core Checksheet at uca.edu/academicbulletins/ld-uca-core.

In addition to a First-Year Seminar class, your first year **must** include two semesters of writing. You should also complete a lab science and math course within the first two years. Credit toward UCA's lower division core may also be awarded through established approval processes if you have AP or CLEP credit or took similar courses at another college or university, including courses taken as concurrent credit. Be sure to consult with your academic advisor to confirm that the appropriate credit has been awarded.

You can take **any** of the courses listed as satisfying a lower division core requirement, unless they have prerequisite requirements that you have not met. You do not have to be a sophomore to take the courses numbered 2000. In fact, for your first semester at UCA, we encourage you to select some courses you think you might enjoy. Just be aware that you **must** complete all UCA Core requirements to graduate.

TRANSITIONAL COURSE COMPLETION POLICY

It is the policy of the University of Central Arkansas and the State of Arkansas that any student who is required to complete transitional course work in reading, writing or mathematics must complete all courses required for remediation **within the first 30 credit hours enrolled at UCA**. Unsuccessful attempts are those that result in a grade of D, F, or W. Failure to complete the required course(s) within the first 30 hours will result in transitional suspension from UCA.

To re-enroll at UCA, a student must complete the transitional course requirements with a grade of C or higher at another accredited institution of higher education, as defined by the Undergraduate Bulletin in Admission to the University Section [7] Transfer of Credit, and provide UCA with a transcript prior to registration for classes.

LOWER DIVISION CORE REQUIREMENTS

1. Critical Inquiry

- 1.1 Quantitative (1 class)
- 1.2 Natural Sciences
 - 1.2.1 Physical Science (1 class)
 - 1.2.2 Life Science (1 class)
- 1.3 Inquiry and Analysis
 - 1.3.1 American History and Government (1 class)
 - 1.3.2 Social Science (1 class)
 - 1.3.3 Fine Arts/Humanities (1 class)

2. Effective Communication

- 2.1 Writing Foundation (1 class)
- 2.2 Research and Writing (1 class)
- 2.3 Oral Communication (1 class)

3. Diversity

- 3.1 Diversity in Creative Works (1 class)
- 3.2 Diversity in World Cultures (1 class)

4. Responsible Living (1 class)

UPPER DIVISION CORE REQUIREMENTS

At the upper-division level, additional courses within the four core knowledge and skills areas promote the development and application of knowledge and skills learned at the lower division. Courses in the Upper Division (UD) Core (3000 and 4000 level) are designated as Critical Inquiry (I), Effective Communication (C), Diversity (D), Responsible Living (R), or Capstone (Z). The UD Core culminates in a Capstone experience that integrates communication and critical inquiry alongside one's chosen field of study. Capstones are opportunities for students to engage in an integrative educational experience drawing from their comprehensive education.

All students must take at least one course designated in each of the UD Core areas. A single course may be designated as meeting up to two areas (except Capstone courses). For example, a course may meet C and I, or D and R. Be sure to consult your academic advisor for your best program of study. See the Undergraduate Bulletin at uca.edu/ubulletin for details on specific courses.

Additionally, this Transitional Course Completion Policy will apply to former UCA students who choose to re-enroll at the University. This policy complies with the provisions of ACT 1184 of 2011, ACA, § 6-60-208, and AHECB Policy 5.14.1. The policy is administered at UCA through the Department of Student Transitions.

UCA provides support services for students enrolled in the transitional courses including peer tutoring, computer-aided tutorials and software. Instructors maintain office hours so students can get individual help beyond the classroom. Students are encouraged to take advantage of these services.

PROGRAMS OF STUDY 2023-2024

UNDERGRADUATE CERTIFICATES

Accounting
Applied Data Analytics
Financial Literacy
Health Coaching

ASSOCIATE DEGREE

General Education

BACHELOR'S DEGREES

Accounting
Addiction Studies
▸ Prevention
▸ Treatment
African/African-American Studies
Anthropology
Applied Data Analytics
Art
▸ Art Education
▸ Art History
▸ Fine Art
Art: Studio Art
▸ Ceramics
▸ Photography
▸ Graphic Design
▸ Printmaking
▸ Painting
▸ Sculpture
Biology
Business Administration
Chemistry
▸ ACS Certified: Standard, Biochemistry
Communication
Communication Sciences & Disorders
Community Nutrition
Computer Engineering
Computer Information Systems
▸ Business Analysis
Computer Science
▸ Data Science
Creative Writing
Criminology
Cybersecurity
▸ Cybersecurity Management
▸ Cyberphysical Security
▸ Cybersecurity Strategic Policy
Data Science
▸ Data Science, Business
▸ Data Science, Computer Science
▸ Data Science, Statistics
Dietetics
Economics
▸ International Trade Emphasis
Elementary Education (K-6 licensure)
English
▸ English, Teaching Licensure
Engineering Physics
Environmental Science
▸ Biology
▸ Chemistry
▸ Planning & Administration
Exercise Science
▸ Clinical Exercise Science
▸ Pre-Athletic Training

Family & Consumer Sciences
Film
Finance
General Science
General Studies
▸ American Studies
▸ Health Sciences
▸ Education
▸ Humanities
▸ Global Studies
▸ Social Sciences
Geography
▸ Geospatial Technology
Health Promotion
Health Sciences
▸ Health Services Administration
History
Information Systems
Innovation & Entrepreneurship
Insurance & Risk Management
▸ Personal Financial Planning
Interior Design
International Studies
▸ International Affairs & Security
▸ International Development & Globalization
▸ Regional & Cultural Studies
Journalism
▸ Broadcast Journalism
▸ Online Journalism
▸ Print Journalism
Linguistics
▸ Computer Science
▸ General Linguistics
▸ Language
▸ Teaching English to Speakers of Other Languages
Logistics & Supply Chain Management
Management
▸ Human Resources Management
Marketing
Mathematics
▸ Applied Mathematics
▸ Data Science
▸ Pure Mathematics
▸ Mathematics Education STEMteach (STEMteach also available as an option with Applied & Pure Mathematics)
Medical Laboratory Science
Middle-Level Education (4-8)
▸ Language Arts + Math
▸ Language Arts + Science
▸ Language Arts + Social Studies
▸ Math + Science
▸ Math + Social Studies
▸ Science + Social Studies
Modern Languages
▸ Chinese: Teacher Education, Traditional Language & Literature, Business Chinese
▸ French: Teacher Education, Traditional Language & Literature, Business French
▸ Spanish: Teacher Education, Traditional Language & Literature, Business Spanish
Music
▸ Composition
▸ Performance, Instrumental
▸ Performance, Jazz, Instrumental

▸ Performance, Piano
▸ Performance, Vocal
▸ Performance, Jazz, Vocal
▸ Piano Pedagogy
Music Education
▸ Instrumental: Woodwind, Brass, Percussion, String
▸ Piano/Vocal
▸ Piano/Instrumental
▸ Vocal
Music (non-performance)
Nuclear Medicine Technology
Nursing
Nutrition Science
Philosophy
Physical Education (K-12)
Physics
▸ Biological Physics
▸ Chemical Physics
▸ Mathematical Physics
▸ Physical Science
▸ Physics
Political Science
Psychology
Public Administration
Public Relations
Radiography
Religious Studies
Social Studies (History)
Sociology
Special Education (K-12)
Theatre
Writing, Rhetoric, & Information Design
▸ Technical & Professional Writing
▸ Writing Studies

PRE-PROFESSIONAL TRAINING

Pre-Cardio Respiratory Care
Pre-Dental Hygiene
Pre-Dentistry
Pre-Law
Pre-Medicine
Pre-Occupational Therapy
Pre-Optometry
Pre-Pharmacy
Pre-Physical Therapy
Pre-Physician Assistant
Pre-Veterinary Medicine

MINORS

Accounting
Actuarial Studies
Addiction Studies
African/African-American Studies
Anthropology
Art: Art, Art & Design
Art History
Asian Studies
Biology
Chemistry
Chinese (Mandarin)
Cognitive Neuroscience

Communication
Computer Information Systems
Computer Science
Creative Writing
Criminology
Data Analytics
Economics
Education for Community Engagement
English
Family & Consumer Sciences
Film
Financial Services
French
Gender Studies
General Business
Geographic Information Science
Geography
German
Health Promotion
Health Psychology
History
Honors Interdisciplinary Studies
Human Resources Management
Innovation & Entrepreneurship
Insurance & Risk Management
International Studies
Journalism
Latin American & Latino Studies
Legal Studies
Linguistics
Logistics & Supply Chain Management
Management
Marketing
Mathematics
Military Science
Multicultural Psychology
Music
Philosophy
Physical Science
Physics
Political Science
Psychology
Public Administration
Public Relations
Religious Studies
Sociology
Southern & Arkansas Studies
Spanish
Special Education (nonlicensure)
Sports Psychology
Statistics
STEM Education (STEMteach)
(available to mathematics and science majors)

Teaching & Learning
Teaching English to Speakers of Other Languages
Technical & Professional Writing
Theatre
Writing Studies

GRADUATE CERTIFICATES

Data Analytics
Dyslexia
Geographic Information Systems
Gifted & Talented Education
Instructional Technology - Computer Science
Teaching & Learning
Instructional Technology - Media Design
& Development
Instructional Technology - Online Teaching
& Learning
Integrated Early Childhood Education (B-K)
Music
Special Education (K-12)

MASTER'S DEGREES

Accounting
▸ Accounting & Data Analytics
Advanced Studies in Teacher Leadership
Applied Data Analytics
Athletic Training
Biology
Business Administration
▸ Business Administration & Data Analytics
▸ Finance
▸ Health Care Administration
▸ Information Management
▸ International Business
College Student Personnel Administration
Communication Sciences & Disorders
Computer Science
Creative Writing
English
Exercise Science
Family & Consumer Sciences
Film
Geographic Information Systems
Health Promotion
Instructional Technology
▸ Computer Science Teaching & Learning
▸ Media Design & Development
▸ Online Teaching & Learning
Library Media & Information Technology
Literacy with Dyslexia Endorsement
Mathematics, Applied
Mathematics Education
Mental Health Counseling

Music
▸ Conducting
▸ Music Education
▸ Performance
▸ Theory
Nursing
▸ Nurse Educator
Nutrition
School Counseling K-12
School Leadership, Management & Administration
Special Education K-12
Sport Management
Teaching

SPECIALIST DEGREES
Digital Age Teaching & Learning
Educational Leadership
School Psychology

POST-MASTER'S CERTIFICATES
District-Level Administration
Nursing
▸ Family Nurse Practitioner
▸ Nurse Educator
School-Based Leadership - Building Administration
School-Based Leadership - Curriculum Administration
School-Based Leadership - GT Program Administration
School-Based Leadership - Special Education Program Administration

DOCTORAL DEGREES
Leadership for Inclusion and Equity
▸ K-12 Educational Leadership
▸ Digital Age Curriculum
▸ Community Leadership & Change
Nursing
Occupational Therapy
Physical Therapy
Psychology
▸ Counseling Psychology

FIND YOUR PERFECT PATH.

READ MORE AT UCA.EDU/UBULLETIN/PROGRAMS-BY-PROGRAM

EARNING YOUR DEGREE

Most students think of college as four or more years concentrating in one specific area called your "major." In reality, you'll spend only about one in every three classes in your major department. So what makes up the rest?

CHECK IT OUT >



LOWER DIVISION CORE

The lower division core requires 38 semester credit hours in the knowledge areas of Critical Inquiry, Effective Communication, Responsible Living, and Diversity. Embedded within the lower division core is a **First Year Seminar (FYS)** course. FYS courses provide unique, small-class learning environments and reinforce the importance of communication skills as students transition to college life.



MAJOR REQUIREMENTS

All degree-seeking students must declare a major by the time they have completed 27 credit hours. Your major courses are specific to your program of study, so you should consult your major department, academic advisor, or the UCA website to determine which courses you need to take and in what order. You must have a 2.0 GPA or higher in your major courses to graduate.



MINOR REQUIREMENTS

Most majors at UCA also require a minor. A minor is a secondary area of specialization requiring fewer courses than a major (usually between 18-24 credit hours). Like your major, you must have a 2.0 GPA or higher in your minor courses to graduate.

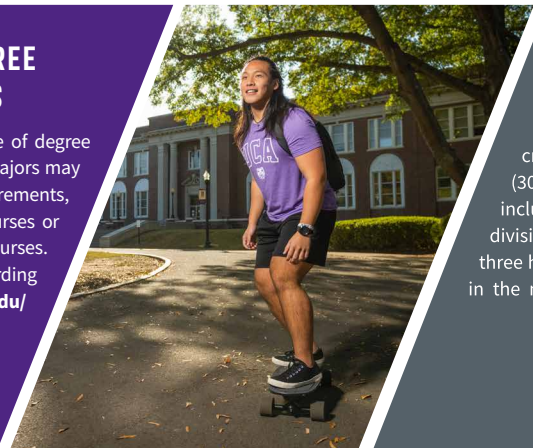
TYPES OF DEGREES

The degree you will receive from UCA will be either an Associate or a Baccalaureate (your Bachelor's degree). UCA offers one Associate and nine Baccalaureate degrees, all of which have their own specific requirements along with the UCA Core requirements. To assist you in keeping up with what classes you need to take, be sure to check the Undergraduate Bulletin.



SPECIAL DEGREE REQUIREMENTS

Depending on the type of degree you are seeking, some majors may have special degree requirements, such as foreign language courses or additional math or science courses. For more information regarding degree requirements: uca.edu/go/265384



UPPER DIVISION REQUIREMENTS

You must complete at least 40 credit hours of upper division level (3000- and 4000-level) courses, including 12 credit hours of upper division work in the major field and three hours of upper division work in the minor field (if applicable).



GRADUATION REQUIREMENTS

You must successfully complete at least 120 credit hours and have a 2.0 or better cumulative GPA in order to earn a bachelor's degree at UCA. Of the last 32 credit hours you complete for graduation, at least 24 must be completed in residence at UCA. See the Undergraduate Bulletin for more information.

DEGREEWORKS

DegreeWorks is an online program to help you and your academic advisor track your academic progress toward degree completion. DegreeWorks combines University of Central Arkansas degree requirements and the coursework you have completed in an easy-to-read format that helps you and your advisor see how the courses you have completed count toward your degree requirements and see which requirements are still needed to graduate.

DegreeWorks also allows you to run a 'What if...!' analysis that will let you see how coursework you have already taken aligns with other degree programs at UCA without having to officially make changes to your academic record.

Another useful feature of DegreeWorks is a GPA Calculator. You can create hypothetical scenarios to see what grades you would need to make in order to receive a certain overall GPA for your program.

You can see your DegreeWorks profile by logging into your myUCA account and selecting **DegreeWorks - Students**. For more information, see your academic advisor or visit the DegreeWorks website at uca.edu/registrar/degreeworks



8-SEMESTER DEGREE COMPLETION PLANS ACADEMIC MAPS (AMAPS)

UCA offers entering freshmen assistance in completing many of our undergraduate degrees in eight semesters. **Academic Maps (AMAPs)** are check sheets organized by semester and provide examples of what a typical college semester might look like for a particular major. These AMAPs can be useful to look at when deciding on a program and planning your courses for a future semester.

A complete list of undergraduate degree programs that currently offer eight-semester degree completion plans may be found at uca.edu/academicmaps. For official degree requirements, always be sure to refer to the Undergraduate Bulletin for the academic year you began UCA.

MAKING AN ADVISING APPOINTMENT

ACADEMIC ADVISING

All entering freshmen at UCA are advised by professional advisors who advise for a specific college or academic program. The academic advisors' offices are housed within their academic departments around campus. Your advisor will be in touch with you via email to let you know where to go for an advising appointment.

Academic advisors see students via Zoom or in-person from Welcome Week until the change of course period ends. After this period, advising appointments will be available. All students are required to meet with their assigned academic advisor at least once each semester before they are permitted to register for classes during the advance registration period.

UCA uses an online appointment system called **Navigate** where you may access your advisor's calendar, send your advisor a message, and schedule an advising appointment.

SCHEDULING AN ADVISING APPOINTMENT

- ▶ Visit uca.edu/advising and select **Make an Appointment**.
- ▶ After logging in with your myUCA credentials and the Navigate window opens, select the Appointments icon in the left-hand column and then select the blue button labeled **Schedule an Appointment**.
- ▶ Choose the reason for your appointment, the time of your appointment, and then confirm your appointment. You can choose to receive an email or text reminder before your appointment begins.

Get into the habit of checking your UCA email account frequently. This is the official method of communication between you and the University, and your advisor will send you important reminders to your UCA email account.

If you need assistance, please contact your academic advisor or email advising@uca.edu.

ACADEMIC ADVISING NO-SHOW POLICY

A missed appointment is called a **No Show** and is automatically recorded if a student checks-in more than ten minutes late for an appointment; if a student fails to cancel an appointment in advance (either via Navigate or by emailing their assigned academic advisor); or if a student improperly cancels an appointment or notifies their advisor after the missed appointment time.

After two missed appointments, students are not permitted to schedule another advising appointment in Navigate. The next opportunity to meet with an advisor regarding registration for the following semester will be during designated times, which advisors will schedule **after the advance registration period has ended**. During these times, students will be advised on a first-come, first-seen basis.



STUDENT SUCCESS

The University of Central Arkansas sees your success in achieving your academic and personal goals as its number one priority. To ensure you reach your goals, we are continuously striving to improve what we do and how we work with you.

The **Office of Student Success** provides a wide variety of programs and services designed to help students succeed during their time at UCA, including academic success workshops, success coaching, and tutoring. Visit uca.edu/studentssuccess for more information.

The **Academic Recovery Program** assists students in raising their academic standing and improving their academic skills. Students not in good academic standing are contacted each semester about participation.

Academic Success Workshops are offered each semester on topics such as time management, test anxiety, note-taking skills and communication skills. Online workshops are also available through the Office of Student Success webpage.

Student Success coordinates the campus **Progress Reporting** process for all first-year students. Each semester, faculty are asked to identify any student in need of additional assistance or advising after the first month of classes. Students are then asked to meet with their professor, their academic advisor, or a peer success coach to develop a plan for improvement.

Success Coaching is available in first-year residence halls, the Honors College, and in the Office of Student Success. Peer success coaches assist with study strategies, time management, and other academic skills.

Supplemental Instruction (SI) is an academic assistance program that utilizes regularly scheduled, informal review sessions in which students compare notes, discuss readings, and predict test items. SI sections are currently offered in BIOL 1440, BIOL 1402, CHEM 1402, ACCT 2310, and PSYC 1300.



TUTORING

The **Tutoring Services Center** provides individual tutoring services for UCA core courses and upper-level mathematics, Supplemental Instruction and services designed to help students succeed.

The Tutoring Services Center is located in Torreyson Library (Suite 223) and is open daily. It also offers online tutoring for students who may prefer this option. For more information on onsite or online tutoring, visit uca.edu/success.

Download the **Navigate Student app** on your mobile device and click *Appointments* to schedule a tutoring appointment.

CENTER FOR WRITING & COMMUNICATION

The **Center for Writing and Communication (CWC)** guides students through the composing process for any writing or communication project or presentation, for any class, at any stage of the process.

Located in Thompson Hall 109, the CWC offers face-to-face tutoring and email sessions, as well as online resources, including tip sheets and style guides. For more information and to schedule an appointment online, visit uca.edu/cwc.

NAVIGATE STUDENT APP

Download the free **Navigate Student App** on your mobile device to schedule campus appointments, find study partners, review holds, set reminders, and find campus resources.



TRANSFER CREDIT

There's no limit on the number of credit hours that may be transferred into the university; however normally only credits with A, B, and C letter grades transfer. The university will, however, accept for transfer a maximum of 6 hours of credit with D grades, subject to the following conditions:

- ▶ The transfer of credits with D grades is available only to first-time entering transfer students at the time of admission to the university within the first semester of enrollment.
- ▶ The student must petition to receive credit for six (6) hours of D grades of the student's choosing.
- ▶ The student will select the appropriate six (6) hours of D grades to transfer in to the University after consultation with their assigned academic advisor.
- ▶ Prerequisite rules shall apply to transfer of credits with D grades the same as they do to UCA credits.

Take a copy of your evaluated transcript(s) with you when you meet with your advisor. If you don't have a copy, you should be able to get one from the Office of Admissions. If you don't agree with your transfer course evaluation, consult the UCA Core Director for Core courses or with the appropriate department chair for all other courses.

If you're transferring foreign language credits and intend to enroll in additional courses in that language, you may need to take a language placement examination. Contact the Office of Languages, Linguistics, Literatures, and Cultures for more information.

Your transfer courses should be recorded as part of your UCA academic record between mid-term and the end of your first semester. You can check by viewing your academic transcript online through your myUCA account.

Please note that course credits transfer but not the grade point average. Your UCA grade point average will be determined by the grades you make at UCA. Transfer credit is designated by the level at which it is earned: lower division (1000-2000) or upper division (3000-4000).

ARKANSAS COURSE TRANSFER SYSTEM (ACTS)

The Arkansas Department of Higher Education, in conjunction with the public colleges and universities in the state, has developed the Arkansas Course Transfer System (ACTS). This post-secondary education resource provides comparable course information to facilitate students transferring between Arkansas public colleges and universities. The ACTS database contains faculty-generated comparable course information for most courses offered at public institutions in Arkansas. Comparable courses within ACTS are guaranteed to transfer for full credit to any Arkansas public institution.

ACTS provides information regarding guaranteed transfer of courses between Arkansas public institutions. ACTS is beneficial for students, parents, and academic advisors because it provides accurate, up-to-date comparable course information for educational planning and informed decision-making.

To search the ACTS database, visit the Arkansas Department of Higher Education website at adhe.edu and type **Arkansas Course Transfer System** in the search bar, or contact your academic advisor for assistance.

ALTERNATIVE TYPES OF CREDIT

TYPE OF CREDIT

DESCRIPTION OF CREDIT

Transfer Credit

Transfer credit refers to coursework completed at a university or college other than UCA. **In order to transfer this credit, you must have an official transcript sent to the address below.** It's your responsibility to get the transcript to UCA and to alert your advisor of the possible incoming credit. **You must disclose this credit before school begins.**

Concurrent Credit

Concurrent credit is college credit earned while in high school. A college or university was partnered with your high school to offer the credit. **To get concurrent credit transferred to UCA you must have an official transcript from the college/university awarding the credit.** High school transcripts cannot be used to award college credit. It's your responsibility to alert your advisor that you have earned concurrent credit. **You must disclose this credit before school begins.**

Advanced Placement (AP) or International Baccalaureate (IB)

AP and IB credit is earned by passing the national exams taken at the end of the school year. Students are only allowed to take the exams if they've been in the AP/IB class for the term. You must achieve a specific score on the exam (defined in the UCA Undergraduate Bulletin) to receive college credit. **To get this credit awarded, you must have an official score report sent to the address below.** You don't earn AP/IB college credit just by taking the class—college credit is only earned by achieving a specific score on the exam. It's your responsibility to alert your advisor of any AP/IB scores and to ensure that the proper official documentation is sent to UCA.

College Level Examination Program (CLEP)

CLEP tests can be taken at UCA or other testing sites. These are placement exams that can award college credit with achievement of specific scores. The university permits a student to take either the general examinations or specific subject examinations to earn college credit for a **maximum of 30 hours** of UCA Core courses. No student may use test scores in lieu of courses in the major or minor, except in instances where UCA Core requirements and major or minor requirements overlap.

CLEP credit may be awarded to those students who have met the minimum score requirement set by the university, have not already satisfied the UCA Core requirement, and haven't begun the course for which credit is sought. All examinations must be taken before the end of the semester in which a student is enrolled for the 75th hour. **In order to earn college credit from a CLEP test, you must have an official score report sent to the UCA address listed below.**

SEND FINAL OFFICIAL TRANSCRIPTS TO ►

UCA UNDERGRADUATE ADMISSIONS
University of Central Arkansas
201 Donaghey Avenue
Conway, AR 72035

SEND OFFICIAL AP/IB/CLEP SCORE REPORTS TO ►

OFFICE OF THE REGISTRAR
Harrin Hall, Suite 224
University of Central Arkansas
201 Donaghey Avenue
Conway, AR 72035
Fax: (501) 450-3208



COURSE REGISTRATION

READY TO GET REGISTERED FOR CLASSES?

Follow these steps to register for classes through your MyUCA account.

1 Log into your myUCA account and select the **SELF-SERVICE** tab.

Self-Service

Edit your personal information, and complete tasks specific for students, faculty, and staff

2 Choose **STUDENT** then select **REGISTRATION**.

Main Menu

- Personal Information: Update addresses, contact information
- Student: Apply for Admission, Register, View Financial Aid
- Financial Aid: Apply for Financial Aid; View Financial Aid
- Employee: Time sheets, time off, benefits, leave

Student and Financial Aid

- Registration: Check your registration status, class schedule and add or drop classes
- Student Records: View your holds, grades and transcripts
- Financial Aid: Apply for Financial Aid, review status and loans
- Student Account: View your account summaries, statement/payment history and tax information
- DegreeWorks for Students: Access degree progress, GPA calculator, and other degree management tools

3 To find the Course Registration Number (CRN), select **LOOK UP CLASSES**.

Registration

Class Registration - Important Notice
The fee payment process must be completed before the first day of classes.

After enrolling, if you decide not to attend, you must notify the University's Academic Advising Office in Harrin Hall. Graduate students notify the Graduate check out of Housing. Refer to Board Policy 612 for information about tuition.

Non-attendance of classes does not constitute an official cancellation.
Also, the student identification card is the property of the University and should be returned to the University if it is lost or damaged.

- Select Term
- Registration - Add/Drop Classes
- TEXTBOOKS!**(View or buy books needed for your classes **NOW**)
- Look Up Classes
- Change Class Options
- Week at a Glance
- Student Detail Schedule
- Registration Fee Assessment

4 Select a term or date range to search and select **SUBMIT**.

Select Term or Date Range

Search by Term:
Fall 2024

OR

Search by Date Range (MM/DD/YYYY):
From: To:

Submit Reset

5 Read the Registration Terms and Conditions and select **ACCEPT** to continue.

Look Up Classes

REGISTRATION TERMS AND CONDITIONS

I agree to pay all costs (including, but not limited to, tuition, fees, room and board) associated with attending the University of Central Arkansas ("University").

By enrolling in classes, I understand that if I do not pay my account in full prior to the first day of classes, that the University is extending credit to me for an educational purpose. I also understand that the University may impose late charges if I do not make a scheduled payment when due.

I further understand that refunds or cancellations for tuition, fees and other charges are made in accordance with the refund schedule listed in Board Policy #612.

I promise and agree to pay all reasonable collection costs (which may include attorney fees, court costs, and other fees) if I have failed to pay all costs and the University uses a collection agency.

I have read and I understand all of the terms and conditions set forth in this agreement.

By clicking the "accept" button below, I agree to be bound by all terms and conditions contained in this agreement.

6 Select **ADVANCED SEARCH**.

Look Up Classes

Use the selection options to search the class schedule.

Subject: Accounting, Adv Stu Teacher Leadership, African/African Amer Studies, Anthropology, Art, Athletic Training, Biology, Chemistry, Chinese, College Student Personnel Adm

Course Search Advanced Search

ONLINE VIDEO TUTORIALS

Watch step-by-step video tutorials on registration, using the online waitlist, and navigating DegreeWorks at uca.edu/advising

7 Choose your search parameters and select **SECTION SEARCH**.

Advanced Search

Use the selection options to search the class schedule. You may choose any combination of options as long as the search is complete.

Subject: Accounting, Adv Stu Teacher Leadership, African/African Amer Studies, Anthropology, Art, Athletic Training, Biology, Chemistry, Chinese, College Student Personnel Adm

Course Number:

Title:

Schedule Type: All, Independent Study, Internship

Instructional Method: All, Extended Study, Online (Asynchronous DE)

Credit Range: hours to hours

Campus: Main, Mid-South Community College, Minton Computer College

Course Level: All, Graduate, Undergraduate

Part of Term: All, First Half of Term, Full Term

Instructor: Adams, Gianetta L, Adams, Jeffrey C

Session: All, Afternoon, Conference & Seminar, World Cultural Traditions, World History, Writing Electives

Attribute Type:

Start Time: Hour Minute

End Time: Hour Minute

Days: Mon Tue Wed Thur

Section Search Reset

8 View all the sections matching your search criteria. To add a section to your schedule, click the checkbox and select **ADD TO WORKSHEET**.

Sections Found

Writing

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time
<input type="checkbox"/>	26849	WRTG	2325	0	M	3.000	INTRODUCTION TO RHETORIC	TR	10:50-12:00
<input type="checkbox"/>	22600	WRTG	3315	0	M	3.000	WRITING CENTER PRACTICUM	TR	02:40-03:50
<input checked="" type="checkbox"/>	22601	WRTG	3320	0	M	3.000	FORMS OF SCREENWRITING	TR	10:50-12:00
<input type="checkbox"/>	24720	WRTG	3335	0	M	3.000	FORMS OF FICTION	TR	12:10-01:30
<input type="checkbox"/>	22602	WRTG	3340	0	M	3.000	WRTG ACQUISITION: THEORY/PRACT	MWF	12:10-12:50

GETTING ON AN ONLINE WAITLIST

When a class is full, many departments use an automated waitlist feature that allows students to put themselves on a first-come, first-served priority waitlist for that section. **Please note that it will be your responsibility to monitor your UCA email account for the notice of an available seat. It will also be your responsibility to add yourself to the available section before a set deadline.** If you fail to claim the seat within 48 hours of being notified, the seat will go to the next person on the list or the general public if there is no one else on the list.

TO ADD YOURSELF TO A WAITLIST:

- Go to **Add/Drop Classes** in your myUCA account: **Self-Service > Student > Registration > Registration - Add/Drop Classes**. Select the appropriate term and select **Submit**.
- Type in the **Course Registration Number (CRN)** you wish to be waitlisted for and select **Submit Changes**.
- A message will pop up. In the message's drop-down box, change **None** to **Waitlisted** and then select **Submit Changes**.

9 Select **CLASS SEARCH** to search for additional courses and repeat steps 6 through 8.

Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Add Classes section.

Add Classes Worksheet

CRNs

22601

Submit Changes Class Search Reset

10 From the Worksheet view, select **SUBMIT CHANGES** to register for the selected sections.

Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Add Classes section.

Add Classes Worksheet

CRNs

22601 28289 28205 21849

Submit Changes Class Search Reset

11 To view your schedule in a printable format, select **RETURN TO MENU**. Then select **VIEW/PRINT SCHEDULE**.

- Select Term
 - Registration - Add/Drop Classes
 - TEXTBOOKS!**(View or buy books needed for your classes **NOW**)
 - Look Up Classes
 - Change Class Options
 - Week at a Glance
 - Student Detail Schedule
 - Registration Fee Assessment
 - Registration Status
 - Active Registration
 - Withdrawal Information
 - View/Print Schedule
 - Registration History
- RETURN TO MENU SITE MAP HELP EXIT



VETERANS RESOURCE CENTER

Today's veterans face numerous obstacles as they work toward a college degree. These challenges may include missing camaraderie of a military unit, feeling like an outsider when among traditional students, or difficulties communicating with university faculty. When coupled with the visible or invisible wounds of war, these obstacles can seem insurmountable for men and women returning from military service.

UCA is proud to assist veterans from all branches of services as they work toward achieving their educational goals. The Veterans Resource Center is aimed at making veterans and dependent students' time at UCA as efficient and supportive as possible.

RECEIVING MILITARY BENEFITS

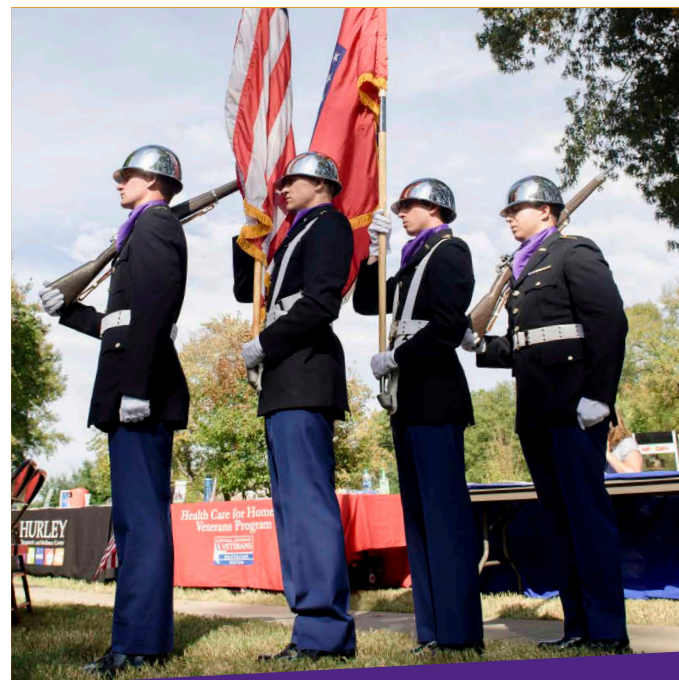
Active duty, National Guard and Reserve, retired military, veterans, disabled veterans or their dependents may be eligible for funding through the GI Bill.

The first priority of the Veterans Resource Center is to ensure that military benefits are used correctly. It's suggested that you read information about the GI Bill Chapter in which you are receiving benefits.

Undergraduate students must be enrolled in a **minimum of 12 hours each semester** to be considered full-time, while graduate students must be in a minimum of nine hours.

Students receiving military benefits will be required to submit their VA Certificate of Eligibility (COE) to the Veterans Resource Center and certify their classes each semester.

Visit uca.edu/veteranservices, email veteranservices-a@uca.edu or call (501) 852-2999 if you have questions about services offered.



ORDERING AN OFFICIAL TRANSCRIPT

Did you know that you can order official transcripts from the convenience of your home or office without having to go to the Registrar's office to request them? They can even be delivered as a PDF, mailed anywhere worldwide, or if still required, you may pick them up at the Registrar's office. The cost is \$5.00 per transcript and you must pay with a debit card or credit card online. All transcripts are processed through our third party. We don't accept requests by fax, email, or in person at the Registrar's office. There are tablets available in the Registrar's office lobby if needed to order for pickup.

FOR CURRENT UCA STUDENTS:

- ▶ Go to **Self-Service** in myUCA, select **Student**, and then select **Student Records**.
- ▶ Select **Order Official Transcript**.
- ▶ The window to the third-party website should automatically open. If not, click the link to open the window.
- ▶ On the new window, click **Begin Order** and then follow the tabs to complete your order.

IF YOU NEED TO REGROUP

GRADE FORGIVENESS

A student may repeat in residence any course in which a D, F, or WF grade is earned. Both grades will remain on the permanent record, but only the second grade will be used to calculate the grade point average. This option may be used only once for each course in which a D, F, or WF was received unless a student successfully appeals to repeat a course again. No course may be repeated for the purpose of grade forgiveness after a course for which it is a prerequisite has been passed. The grade forgiveness provision is applicable only to undergraduate courses.

ACADEMIC STANDING

Students who have an overall GPA of 2.0 or higher are considered to be in good standing at UCA.

ACADEMIC ALERT

Students will be on academic alert whenever their term GPA falls below a 2.0 and their cumulative GPA is a 2.0 or greater. Academic Alert is considered a good standing status. Students on Academic Alert must meet with a Peer Success Coach at least once.

ACADEMIC PROBATION

Students whose term *and* cumulative GPAs both fall below a 2.0 in the same semester will be placed on academic probation. A probation **hold**, which prevents future registration, will be placed on the student's account. The probation hold will be lifted when the student has met the requirements of the Academic Recovery Program outlined by the Office of Student Success. A student will be removed from academic probation whenever their cumulative GPA equals or exceeds 2.0.

A student on academic probation who doesn't achieve a 2.0 semester GPA the semester following academic probation (except the summer term) *and* doesn't meet the minimum cumulative GPA listed below will be academically suspended. The calculations of hours attempted will include grades A, B, C, D, and F.

GPA HOURS MINIMUM CUMULATIVE GPA

1 - 30 credit hours	1.70
31 - 59 credit hours	1.85
60 or more credit hours	2.00

ACADEMIC SUSPENSION

A student on academic suspension from UCA may apply for readmission under the Schedule of Readmission following academic suspension. A student suspended from UCA who earns academic credit from another appropriately accredited college or university during the period of suspension may, if the course is transferable, receive credit for the course at UCA when readmitted.

A course is transferable if it's identified as transferable to UCA in the Arkansas Course Transfer System (ACTS) and meets a requirement for a degree at UCA. Courses not part of ACTS may be evaluated by the appropriate academic department chairperson for transferability.

A first suspension will be for two consecutive terms (including summer).

UCAN PROGRAM

A student on first academic suspension, if eligible and accepted, may continue at the University through the **UCAN (Unlocking College Academics Now) Program** with the status "continued on academic probation." A student who successfully completed the UCAN program may enroll for the subsequent term but will remain on probation if their cumulative GPA is less than 2.0. A student who doesn't successfully complete the UCAN program in any term (including summer) will be on first academic suspension for the subsequent two consecutive terms.

A second suspension will be for one calendar year. A third suspension will be academic dismissal. Students academically dismissed from UCA cannot be readmitted unless they're granted academic clemency under the provisions listed in the Undergraduate Bulletin.

WITHDRAWALS

You may withdraw without penalty from a class which meets for a full semester with a grade of "W" up to a certain day within the semester. Check the academic calendar on page 7 for important deadlines. To withdraw from a class, complete a **Schedule Change Form** at uca.edu/registrar/forms.

To withdraw from the university, you must complete an **Undergraduate Withdrawal Form**. Don't assume that you are officially withdrawn because you have stopped attending classes or have informed your instructors that you are withdrawing. You must complete the official withdrawal process, or you risk jeopardize your standing at the university. Complete an Undergraduate Withdrawal Form at uca.edu/registrar/forms.

HEALTH & WELLNESS

UCA is committed to the health and well-being of all our students, and we offer a wide range of health programs and services on campus to meet your needs.

AUTISM & NEURODIVERSITY TRANSITION PROGRAM

The Autism & Neurodiversity Transition program offers low-sensory registration days, a first-year seminar for students with neurodiversity, a low-sensory student lounge in Old Main Hall, and a registered student organization, Autism and Neurodiversity Alliance (ANA), which is a social and advocacy group for students and allies that meets twice a month. For more information, call (501) 450-3220.

CAMPUS RECREATION

The Department of Campus Recreation offers Aquatics, Fitness, Intramural and Club Sports, and Group Exercise classes as well as a Challenge Course near the Recreational Field. Campus Outdoor Pursuits and Activities (COPA), a division of Campus Recreation, offers trips, activities, clinics and seminars related to outdoor activities and provides free check-out of tents, backpacks, kayaks, mountain bikes, and canoes in the HPER Center.

COUNSELING CENTER

The Counseling Center provides free confidential mental health counseling, group counseling, and Crisis/Emergency assistance for all currently enrolled UCA students. Students can make an appointment online or by calling (501) 450-3138.

GENDER NEUTRAL RESTROOMS

Gender neutral restrooms can be found across campus. For a list of locations, visit uca.edu/diversity/gender-neutral-restrooms.

LACTATION SUITES

UCA provides nursing mothers with several convenient, private, sanitary, and comfortable rooms on campus to

express, collect, and /or store breast milk. For locations, visit uca.edu/diversity/lactation-suites.

LOW-SENSORY LOUNGE

The Low-Sensory Lounge in Old Main 28 is a dedicated space specially designed with a sensory-reduced atmosphere. The lounge serves as a safe space between classes and at any other time a break is needed for students who benefit from a reduced-noise and low-activity environment.

OFFICE OF ACCESSIBILITY, RESOURCES, & SERVICES

Located on the second floor of the Student Health Center, the Office of Accessibility, Resources, and Services (OARS) works to ensure that all students with disabilities receive full access to university classrooms, programs, and events. Students with a documented disability must register with the OARS to make use of their services. For more information and to register, visit uca.edu/oars.

STUDENT HEALTH CLINIC

The Student Health Clinic is staffed with a physician and four nurse practitioners to help diagnose, treat, and monitor your health needs. It offers general health and wellness check-ups, examinations, physicals, and screenings; immunizations; minor outpatient procedures; lab testings; x-rays; and STD screenings and treatments. For more information and to schedule an appointment, visit uca.edu/studenthealth.

WOMEN'S HEALTH CLINIC

The Women's Health Clinic provides comprehensive and confidential women's healthcare, with services including examinations and physicals; family planning and birth control options; pregnancy testing and pre-natal care; STD screenings and treatments; psychological care and counseling, and referrals. Students can make an appointment online or by calling (501) 450-3136.

GET INVOLVED

CUBCONNECT

CubConnect is a centralized hub for student engagement. CubConnect integrates UCA's Registered Student Organizations (RSOs), campus events, and activities, campus news, volunteer hours, co-curricular experiences, and student involvement into one online platform. You can use CubConnect to find an RSO that fits your interests, vote in a campus-wide student election, and find volunteer/service projects that complement your co-curricular experience. Login using your UCA email account at uca.edu/cubconnect.

DIVERSITY & COMMUNITY

The Office of Diversity and Community provides services to enhance the academic and personal success of students from underrepresented populations. These services include the Minority Mentorship Program, the Black Male Achievement Challenge (B-MAC), the Latino/Hispanic Outreach, and PRISM Alliance. For more information, visit uca.edu/diversitycommunity.

EDUCATION ABROAD

Studying abroad is one of the most challenging and rewarding adventures you can experience during your college career! UCA offers a wide variety of education abroad and study away opportunities all around the world ranging from a just few days to an entire semester. To see all upcoming faculty-led trips, language immersion programs, and semester exchange programs, visit uca.edu/globalstudy.

GREEK LIFE

Since 1915, Greek Organizations at UCA have been an integral part of campus life. Currently 11 fraternities and 10 sororities comprise UCA's outstanding Greek community. There are numerous leadership opportunities, community service and social activities for members of the Greek community at UCA. To find out more, visit uca.edu/gogreek.

HOUSING

Living on campus can be one of the most rewarding experiences during your time at UCA. Besides having convenient access to campus facilities, you also have a residence life staff that is here to help you. If you have questions about your room, getting involved on campus, or just about anything else, ask your Resident Assistant (RA) or your Residence Coordinator (RC)! First-year residence halls also have Peer Success Coaches available to help you with improving your study skills, time management, and other academic skills. For more information, visit uca.edu/housing.

INTRAMURAL SPORTS

UCA's Intramural sports program offers individual, dual, and team sports for students of all skill levels. It provides a great opportunity to compete with your friends and meet other students, faculty, and staff. Activities include flag football, basketball, slow-pitch softball, ultimate frisbee, whiffle ball, and dodgeball. Most teams play once a week, usually in the late afternoon and evening hours. For more information, visit uca.edu/campusrecreation/intramurals.

STUDENT GOVERNMENT ASSOCIATION

The Student Government Association (SGA) is the primary representative voice for UCA students. SGA formulates policies and allocates student activity fees to student organizations and university departments. SGA also works closely with administration on issues that directly affect UCA students. For more information, visit uca.edu/sga.

STUDENT LIFE

UCA offers 200+ student organizations, clubs, and recreational activities to help students engage in campus life, and become active members of the UCA community. Student organizations, including the Student Activities Board (SAB), host regular activities throughout the year such as guest lectures, dances, comedy acts, movie nights, and concerts. For more information, visit uca.edu/studentlife.



FREQUENTLY ASKED QUESTIONS

ACADEMIC ADVISING

How do I find out who my advisor is?

- myUCA > Self-Service > Student > Student Records > View Student Information
- Email advising@uca.edu

Where can I find answers to my advising questions?

- uca.edu/advising
- Email advising@uca.edu
- Email your assigned academic advisor

ACADEMIC ASSISTANCE/TUTORING

Where can I receive academic assistance?

- uca.edu/success
- Tutoring Services Center (2nd floor Torreyson Library)
- The Center for Writing and Communication (Thompson Hall 109), or academic departments
- Visit your instructors during their office hours

ACCOMMODATIONS FOR DISABILITIES

How do I receive accommodations for a disability?

- Register online at uca.edu/oars
- Office of Accessibility, Resources & Services (Student Health Center 212)
- (501) 450-3613

Where do I get temporary disability parking permit?

- UCA Police Department, with a letter statement by a physician

ADDRESS/CONTACT INFORMATION

How do I update my address or telephone number?

- On myUCA > Personal Information or complete a change-of-address form in the Registrar's office (Harrin Hall 224)

BILLS FROM THE UNIVERSITY

Where do I get information about my bill?

- On myUCA > Self-Service > Student > Student Account
- Student Accounts Office (Bernard Hall 110)
- Email studentaccounts@uca.edu

CAMPUS ACTIVITIES/INVOLVEMENT

How do I get involved? Who can tell me what there is to do on campus?

- myUCA > CubConnect
- Office of Student Life (Student Center, Suite 207)
- Resident Assistants (RAs) and Residence Coordinators
- Conway Daze RSO Fair during Welcome Week

CATALOG/COURSE INFORMATION

Where can I see the course catalog (Undergraduate Bulletin) and view course and program descriptions?

- uca.edu/ubulletin
- Departmental webpages

CLASSES

Where can I find my schedule or get answers about my schedule?

- myUCA > Self-Service > Student > Registration > View/Print Schedule
- Email your academic advisor
- Download the Navigate Student mobile app and see Class Schedule

COUNSELING

Who can I talk to about adjusting to college life? Relationship concerns? Stress and anxiety? Depression?

- uca.edu/counseling
- Counseling Center (Student Health Center 327)
- (501) 450-3138

DIVERSITY

Where can I find information about cultural events and programs on campus?

- uca.edu/diversitycommunity
- Office of Diversity & Community (Bernard Hall 207)

EDUCATION ABROAD

Where can I find out about Education Abroad and Student Exchange opportunities?

- uca.edu/globalstudy
- Education Abroad Office (Torreyson Library 109)

EMPLOYMENT

How do I find a Student Worker job on campus?

- jobs.uca.edu under the "Student" tab
- Contact individual academic departments, library, cafeteria

ENROLL IN CLASSES OR CHANGE CLASSES

How do I register for classes or change my schedule?

- **Entering freshmen:** attend SOAR and receive your class schedule
- **Before classes begin:** make schedule changes in myUCA or email your advisor for help making schedule changes
- **After classes begin:** email your advisor to drop a class or if you need help making schedule changes

FINANCIAL AID

Where can I get answers to my financial aid questions?

- uca.edu/financialaid
- Financial Aid office (Harrin Hall 200)

FOOD AND DINING

What are the dining options on campus?

- Christian Cafeteria
- Student Center Food Court
- Einstein Brothers Bagels (Student Center)
- Think! Coffee (College of Business)
- Smoothie Bar (Farris Hall)
- Starbucks Coffee (Torreyson Library)
- Einstein Brothers Bagels, Marble Slab Creamery, Twisted Taco (Donaghey Hall)

Where can I purchase or change a meal plan?

- Bear Card Office (Student Center 104)

GENDER NEUTRAL RESTROOMS

Where are gender neutral restrooms on campus?

- uca.edu/diversity/gender-neutral-restrooms for locations

HOUSING AND RESIDENCE LIFE

Can I change rooms?

Who do I contact for help with a roommate problem?

What do I do if I have a maintenance issue in my campus apartment or residence hall?

- Contact your Resident Assistant (RA) or Residence Coordinator (RC) in your residence hall

ID CARDS

How do I get my student ID (Bear Card)?

Where do I go if my Bear Card isn't working or is lost?

- Bear Card Center (Student Center 104)
- uca.edu/bearcard

How do I put money (Bear Bucks) on my Bear Card?

- myUCA > Bear Card Deposits to check your Bear Card balance, add money to your account, and view your transactions

INFORMATION TECHNOLOGY QUESTIONS

How do I login to myUCA?

- my.uca.edu

How do I find out my UCA email address?

- myUCA > Self-Service > Personal Information > View Email Addresses

Where do I go if I forget my password or username?

Where can I find a list of computer labs on campus?

Who do I talk to about problems accessing Blackboard?

- uca.edu/it
- IT Help Desk (Mathematics & Computer Science, Room 103)
- (501) 450-3107 | ithelpdesk@uca.edu

LOST AND FOUND

Who do I call for lost or found property?

- Student Center, Suite 206, (501) 450-3235
- UCA Police Department, (501) 450-3111

MAJOR/MINOR CHANGES

How do I change my major or minor?

- Complete the online form at uca.edu/registrar/ummcb_form

MEDICAL ASSISTANCE

Where can I seek medical attention?

- Student Health Clinic (Student Health Center, 1st Floor); appointments must be made online at uca.edu/studenthealth
- **Medical Emergencies:** Call 911

PARKING

Where do I get a parking decal?

Where do I appeal a parking ticket?

Where do I find information on where I can park?

- UCA Police Department

PUBLIC SAFETY AND SECURITY

How do I sign up for the UCAAlert System?

- myUCA > UCAAlert Contact Info

How do I report an emergency?

Who do I call for a police escort to my car or residence hall?

What do I do if I lock my keys in my car or my car won't start?

- **Emergencies:** Call 911
- **Non-Emergencies:** Call (501) 450-3111 or through the blue emergency phone stations on campus for other services

RECREATION

Where can I work out on campus?

Is there a swimming pool on campus?

- uca.edu/campusrecreation
- The Aquatics Center is located inside the HPER Center

SCHOLARSHIPS

Who can answer questions about my scholarship and its grade and credit hour requirements?

- **UCA Academic Scholarships:** Financial Aid (501) 450-3140
- **Other UCA Scholarships:** Enrollment Management (501) 450-3125
- **Academic Challenge/Lottery:** ADHE, 1-800-54-STUDY

STUDY AREAS

Where are quiet places to study on campus?

- Torreyson Library study rooms (uca.edu/library)
- Tutoring Services (Torreyson Library 223)
- Low-Sensory Lounge (Main Hall 28)

TESTING SERVICES

How do I test out of a course?

- See the Undergraduate Bulletin (uca.edu/ubulletin)

TEXTBOOKS

Where can I buy/sell textbooks?

- The UCA Bookstore (Student Center first floor)
- Textbook Brokers (255 Farris Road)

TRANSCRIPTS

How can I order an official transcript?

- uca.edu/registrar

Where can I see my unofficial transcript?

- myUCA > Self-Service > Student > Student Records > Academic Transcript

TUTORING

How do I find a tutor?

- uca.edu/success
- Tutoring Services Center (2nd floor Torreyson Library)
- The Center for Writing and Communication (Thompson Hall), or academic departments

VERIFICATION OF ENROLLMENT

Where do I obtain verification of enrollment for auto/health insurance or other purposes?

- Registrar's Office (Harrin Hall 224)

VETERAN AND MILITARY SERVICES

Who do I contact with questions about military education benefits?

- uca.edu/veteranservices
- Email veteranservices-a@uca.edu
- (501) 852-2999

CONNECT ON CAMPUS

ACADEMIC ADVISING

(501) 450-5149 | uca.edu/advising
 ▶ Academic advising

BEAR CARD CENTER

Student Center, Suite 104
 (501) 450-5818 | uca.edu/bearcard
 ▶ UCA photo ID cards
 ▶ BearBucks
 ▶ Building access

BEAR ESSENTIALS FOOD PANTRY

Physical Plant, Room 40
 (501) 450-3416 | uca.edu/foodpantry
 ▶ Free food and household supplies

CAREER SERVICES

Bernard Hall 311
 (501) 450-3134 | uca.edu/career/jobs
 ▶ Career exploration
 ▶ Résumé writing
 ▶ Job listings (part-time and full-time)
 ▶ Co-op jobs for academic credit

CENTER FOR GLOBAL LEARNING & ENGAGEMENT

McCastlain Hall 109
 (501) 450-3445 | uca.edu/global
 ▶ International Student and Scholar Services
 ▶ Intensive English Program (IEP)
 ▶ Education Abroad programs

CENTER FOR WRITING & COMMUNICATION

Thompson Hall 109
 (501) 450-5123 | uca.edu/cwc
 ▶ Helps students become more effective communicators
 ▶ Offers assistance with writing assignments

COUNSELING CENTER

Student Health Center 327
 (501) 450-3138 | uca.edu/counseling
 ▶ Personal and group counseling
 ▶ Crisis counseling
 ▶ Self-Help Center

DEAN OF STUDENTS

Student Health Center 308
 (501) 450-3416 | uca.edu/student/dean
 ▶ Student conduct
 ▶ Student handbook
 ▶ Emergency student loans
 ▶ Alcohol and drug education
 ▶ Administrative withdrawals

FINANCIAL AID

Harrin Hall 200
 (501) 450-3140 | uca.edu/financialaid
 ▶ Federal financial aid programs
 ▶ Student employment
 ▶ Academic scholarship information

FIRST YEAR EXPERIENCE

Student Center, Suite 203
 (501) 450-5892 | uca.edu/fye
 ▶ Resources and events for first-year students
 ▶ SOAR and Welcome Week
 ▶ Oversees Parent & Family Programs

HOUSING & RESIDENCE LIFE

Bernard Hall 201
 (501) 450-3132 | uca.edu/housing
 ▶ Housing assignments
 ▶ Residence Life programming

HPER FITNESS CENTER

(501) 450-3463 | uca.edu/campusrecreation
 ▶ State-of-the-art fitness equipment
 ▶ Basketball courts, racquetball, track, pool
 ▶ Group exercise classes
 ▶ Free outdoor equipment checkout

IT HELP DESK

Math and Computer Science Building 103
 (501) 450-3107 | uca.edu/it
 ▶ Technical support

OFFICE OF ACCESSIBILITY, RESOURCES, & SERVICES

Student Health Center 212
 (501) 450-3613 | uca.edu/oars
 ▶ Provides accommodations for students with documented disabilities
 ▶ Coordinates services with faculty
 ▶ Support group

OFFICE OF DIVERSITY & COMMUNITY

Bernard Hall 207
 (501) 450-3135 | uca.edu/diversitycommunity
 ▶ Minority Mentorship Program
 ▶ Black Male Achievement Challenge (BMAC)
 ▶ PRISM Alliance
 ▶ Latino Student Association (LSA)

RECOGNIZED STUDENT ORGANIZATIONS

Student Center, Suite 207
 (501) 450-3137 | uca.edu/rso
 ▶ Information about 90+ student organizations

REGISTRAR

Harrin Hall 224
 (501) 450-5200 | uca.edu/registrar
 ▶ Class registration/drop and add
 ▶ Grade information
 ▶ Academic transcripts
 ▶ Student withdrawals
 ▶ Verification of enrollment

STUDENT ACCOUNTS

Bernard Hall 110
 (501) 450-5015 | uca.edu/studentaccounts
 ▶ Billing information/fee payment
 ▶ Check cashing

STUDENT HEALTH CLINIC

Student Health Center, 1st floor
 (501) 450-3136 | uca.edu/studenthealth
 ▶ Treatment for minor illnesses and injuries
 ▶ Women's Health Center
 ▶ Pregnancy, hepatitis-B, TB skin and cholesterol tests
 ▶ Select drug prescriptions
 ▶ Select immunizations
 ▶ Routine labs and x-rays

STUDENT LIFE

Student Center, Suite 207
 (501) 450-3137 | uca.edu/studentlife
 ▶ Panhellenic sorority information
 ▶ IFC fraternity information
 ▶ NPHC fraternity and sorority information
 ▶ Registered Student Organizations (RSOs)
 ▶ The Bear Den

STUDENT SUCCESS

Student Success Building
 (501) 852-2117 | uca.edu/studentsuccess
 ▶ Academic Success workshops
 ▶ Resources for first-generation students
 ▶ Student Success Coaching

TORREYSON LIBRARY

(501) 450-5224 | uca.edu/library
 ▶ Extended hours during Finals Week
 ▶ Research assistance
 ▶ Computers and printers available

TUTORING SERVICES

Torreyson Library 223
 (501) 852-7167 | uca.edu/success
 ▶ Tutoring in various subjects
 ▶ Reading and writing labs

UNIVERSITY POLICE

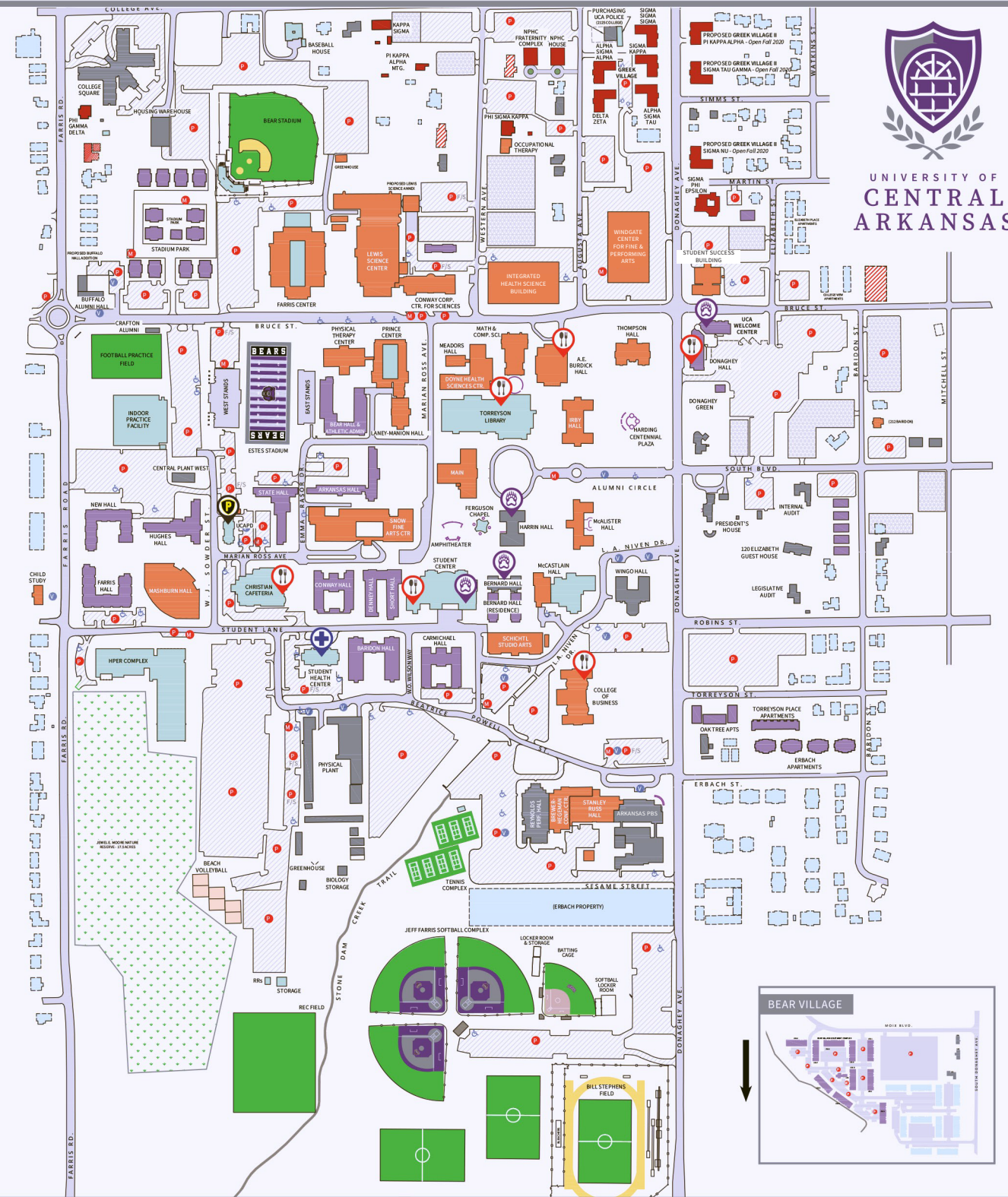
(between Hughes & State Hall)
 (501) 450-3111 | uca.edu/police
 ▶ UCAAlert
 ▶ Campus security and crime prevention
 ▶ Criminal investigations
 ▶ Parking permits

UNIVERSITY TESTING SERVICES

Torreyson West 315
 (501) 450-3209 | uca.edu/testing
 ▶ Office of Testing Accommodations
 ▶ Accuplacer, TOEFL, and CLEP exams
 ▶ Correspondence exams

VETERANS RESOURCE CENTER

(501) 852-2999 | uca.edu/veteranservices
 ▶ Certification of GI Bill benefits
 ▶ Information about scholarships available to military affiliates
 ▶ Help completing Program Completion Plans



LEGEND

- Classrooms
- Student Service Buildings & Athletics
- Residence Halls
- Administrative & Other University Buildings
- Fraternities & Sororities
- University owned property
- Non-University owned property
- Outdoor Fields
- Parking Lots - Visitor Parking - Motorcycle Parking

CORE STUDENT SERVICES

Building	Room	Phone
BERNARD HALL	Admissions	103 501-450-3128
	Student Accounts	110 501-450-5015
	Housing & Residence Life	201 501-450-3132
	Career Services	311 501-450-3134
	WELCOME CENTER	501-450-3128
HARRIN HALL	Academic Advising	100 501-450-5149
	Financial Aid	200 501-450-3140
	Registrar	224 501-450-5200
	Transfer Services	134 501-852-2790
STUDENT CENTER	Bear Card Office	104 501-450-5818
	Student Life	207 501-450-3137

MEDICAL SERVICES

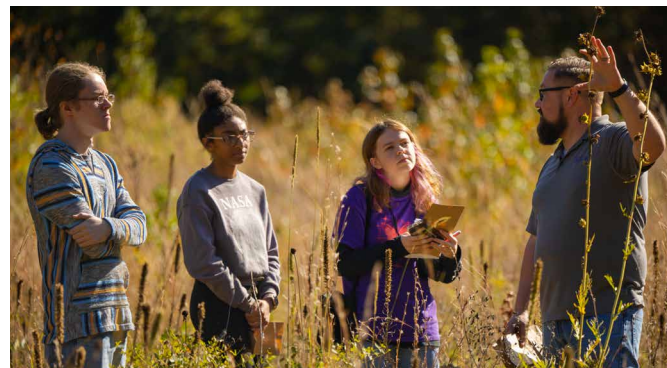
STUDENT HEALTH CENTER 501-450-3136

POLICE DEPARTMENT

Emergencies 911
 UCA Police Department 501-450-3111 (Non-Emergencies)

FOOD/DINING

CHRISTIAN CAFETERIA
 COLLEGE OF BUSINESS Think Coffee
 DONAGHEY HALL Great American Cookies, Einstein Bros and Twisted Taco
 STUDENT CENTER Einstein Bros
 Food Court: Chick-fil-A, MOOYAH Burgers, Pizza Hut, Quiznos and Sushic
 TORREYSON LIBRARY Starbucks Coffee



ACADEMIC ADVISING

201 DONAGHEY AVENUE
CONWAY, AR 72035

UCA.EDU/ADVISING



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