

2024-2025

ENROLLED TRANSFER & RETURNING STUDENT

Reference Guide



UNIVERSITY OF CENTRAL ARKANSAS™



WELCOME TO UCA

Dear UCA Bear,

Congratulations on your decision to continue your education at the University of Central Arkansas! As a transfer or returning student, we know this is not your first time on a college campus and we greatly value the diverse experiences you bring to UCA. This reference guide has been designed with you in mind. With information ranging from scheduling an advising appointment to navigating your myUCA account, this guide can be an ongoing resource as you pursue your degree at UCA. We are here to support you through your transition and are committed to your success at UCA.

Sincerely,

*Online, Transfer, & Returning
Student Services*

CHECKLIST

- ☒ Mail final official transcripts
- ☒ Get your UCA student ID card
- ☒ Pick up your parking permit
- ☒ Finalize financial aid
- ☒ Confirm housing (if applicable)
- ☒ Reprint schedule on first day
- ☒ Check email regularly
- ☒ Buy/rent your textbooks (save your receipts!)

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TOOLS & TIPS

MyUCA features tools and resources you'll need during your time at UCA. Here are some tips on how to navigate and utilize this service.

Go to my.uca.edu

Most Popular

1 Self-Service
Edit your personal information, and complete tasks specific for students, faculty, and staff

2 Email – Students
Access your UCA email account (for @cub.uca.edu accounts)

CASHNet
Pay your bill using CASHNet Online Payment Solution

Email – Faculty/Staff
Access your UCA email account (for @uca.edu accounts)

My Schedule
Access your current course schedule

Degree Works – Students
View degree progress, GPA calculator, and other degree management tools

Banner 9
Access UCA's Banner system (on-campus only)

My Housing
Apply to live on campus or view your current housing and dining information

SafeColleges
Access the online training platform for the university

Find Textbooks
Identify the textbooks for your courses at the UCA Bookstore

3 Register for Classes
Register for next semester's courses

1. SELF-SERVICE

Personal Information: Review and/or update mailing address, email address, phone number, emergency contact, or social security number.

Student: Apply for admission, register, view your academic records or check for holds.

Financial Aid: Apply for financial aid, view financial aid status and eligibility, accept award offers and view loan applications.

2. UCA EMAIL ACCOUNT

Your UCA-issued email account will be your official means of communication with university officials. If you do not check it regularly, you will miss out on vital information necessary to being an informed student at UCA.

3. REGISTER FOR CLASSES

When eligible, you may register for classes by selecting this link.

QUICK TIPS

- ▶ A campus map will help you avoid confusion. A map of the UCA campus is included on page 19.
- ▶ Be sure to look for the correct edition when buying your textbooks. Some professors may not require books, so keep your receipts.
- ▶ Download the myUCA app. It's available for Android and iOS products.



FINANCIAL AID & STUDENT ACCOUNTS



LOGGING IN TO myUCA

1. Visit my.uca.edu
2. Click on the Self-Service tab

HOW TO VIEW FINANCIAL AID REQUIREMENTS

Click the following:

1. Financial Aid
2. Eligibility
3. Student Requirements
4. Select Appropriate Aid Year

HOW TO VIEW AND ACCEPT FINANCIAL AID

Click the following:

1. Financial Aid
2. Award
3. Award for Aid Year
4. Select Appropriate Aid Year
5. Accept or Decline Award

ONLINE ACCESS TO STUDENT ACCOUNT INFORMATION

Click the following:

1. Student
2. Student Account
3. Review Account and Pay Balance



SCHOLARSHIP QUESTIONS

UCA Scholarships

Office of Student Financial Aid

Harrin Hall 200

(501) 450-3140 | uca.edu/scholarships

UCA Foundation Scholarships

UCA Foundation Inc.

2490 Bruce Street

(501) 450-5288 | uca.edu/foundation

Academic Challenge / Lottery Scholarship

1-800-54-STUDY

myarkansaslottery.com/about/scholarships



STUDENT LIFE

Want to get involved at UCA?

Get connected now!

Cub Connect integrates registered student organizations, campus events, volunteer hours, co-curricular experiences and student involvement into one online platform for students.

1. Find CubConnect at uca.campuslabs.com/engage.
2. Log in using your Cub email address, and fill out the required information.
3. Explore organizations, events, news and more using the tabs at the top of the page.
4. Get involved!



MINTON COMMUTER COLLEGE

WHO WE ARE

The Minton Commuter College at Old Main is a diverse community of people living off campus. Becoming a member of the MCC@OldMain will allow you to access resources and services specifically designed to make your time on campus as a commuter, productive and convenient as possible.

MINTON
COMMUTER
— COLLEGE —

WHAT WE PROVIDE

- Commuter classes
- Comfortable commuter lounge
- Designated computer lab
- Student Veteran Resource Center
- Secure lockers
- Microwave and refrigerator
- Lactation suite
- Endless supply of coffee, trips, study groups and other activities

For more information, visit
uca.edu/llc/mcc.



2024-2025 ACADEMIC CALENDAR

SUMMER SEMESTER 2024

May 13, Monday

Instruction begins for Summer Session classes below:

- May Intersession (May 13 – May 31)
- 8-Week (May 13 – July 5)
- 13-Week (May 13 – Aug. 9)

May 27, Monday

Memorial Day Holiday – No Classes

May 31, Friday

Final examinations for May Intersession classes.

June 3, Monday

Instruction begins for Summer I 1st Five Week (June 3 – July 5) and 10-Week (June 3 – Aug. 9)

June 4, Tuesday

Final date to drop 1st Five Week Summer Session or 10-Week Summer Session classes and receive a 100% refund.

July 4, Thursday

Independence Day. Campus Closed.

July 5, Friday

Final examinations for 1st Five Week Summer Session classes.

July 8, Monday

Instruction begins for Summer II 2nd Five Week (July 8 – Aug. 9) Summer Session classes.

July 18, Thursday

Final date to officially withdraw from 13-Week Summer Session classes with a W grade unless already dropped for non-attendance. After this date, no withdrawals are permitted and no W grades are recorded.

July 22, Monday

Instruction begins for Summer III Three-Week (July 22 – Aug. 19) Summer Session classes.

July 24, Wednesday

Final date to officially withdraw from 10-Week Summer Session classes with a W grade unless already dropped for non-attendance. After this date, no withdrawals are permitted and no W grades are recorded.

August 6, Tuesday

Final date to officially withdraw from Three-Week Summer Session III classes with a W grade unless already dropped for non-attendance. After this date, no withdrawals are permitted and no W grades are recorded.

August 9, Friday

Final examinations for 13-Week, 10-Week, 2nd Five-Week Summer II and Summer III Session classes. Graduate summer commencement.

FALL SEMESTER 2024

August 17-21, Sat. – Wed.

Welcome Week

August 22, Thursday

Instruction begins – day and evening classes

September 2, Monday

Labor Day Holiday

October 17-20, Thurs. – Sun.

Fall Break

November 27, Wednesday

Thanksgiving Break
(No classes. University offices open)

November 28-Dec. 1, Thurs. – Sun.

Thanksgiving Holiday (University closed)

December 9-13, Mon. – Fri.

Final Examinations – day and night classes

December 14, Saturday

Undergraduate winter commencement

SPRING SEMESTER 2025

January 9, Thursday

Instruction begins – day and evening classes

January 20, Monday

Martin Luther King, Jr. Holiday

March 23-30, Sun. – Sun

Spring Break

April 25, Friday

Study Day

April 26, Saturday

Final exams – Saturday classes

April 28-May 2, Mon. – Fri.

Final exams – day and night classes

May 2, Friday

Graduate spring commencement

May 3, Saturday

Undergraduate spring commencement

DEGREE INFORMATION

DegreeWorks

WHAT IS IT?

DegreeWorks is a web-based tool to help students and advisors monitor progress toward degree completion. DegreeWorks combines UCA degree requirements and the coursework the student has completed with an easy-to-read worksheet.

DegreeWorks also allows students to do a “What if...” analysis that gives students the ability to see previously taken coursework and how it aligns with other degree programs without having to officially make changes to their academic account.

GPA CALCULATOR

Another feature DegreeWorks offers is a GPA calculator. Students can create scenarios to see what grades they have to make in order to receive a certain overall GPA for their program.

WHERE DO I FIND IT?

DegreeWorks is located in the self-service tab of myUCA. For more information, see your academic advisor or go to the DegreeWorks website at uca.edu/registrar/degreeworks.

Need to compare course work from other institutions to UCA courses?

Use the Transfer Course Equivalency Guide on the Registrar's page:
uca.edu/registrar/transfer_course

Did you know?

Most people think of college as four or more years concentrating on a specific area determined by your major. In reality, you spend only about one in every three classes in your major department.

Your major and minor may require elective courses. The number of required elective courses will vary by degree plan. Again, become familiar with your degree requirements. For any questions about your degree, contact Academic Advising at advising@uca.edu.

27-HOUR RULE

Be aware that if you have completed 27 credit hours, you are required to declare a major.



UCA CORE

The UCA Core is structured to help students build the skills necessary to thrive in a diverse and changing world. Key knowledge areas in the UCA Core are critical thinking, effective communication, responsible living and diversity.

1. CRITICAL INQUIRY

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

2. EFFECTIVE COMMUNICATION

The ability to develop and present ideas logically and 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 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.

LOWER-DIVISION CORE REQUIREMENTS

Critical Inquiry

- 1.1 Quantitative (1 Class)
- 1.2.1 Physical Science (1 Class)
- 1.2.2 Life Science (1 Class)
- 1.3.1 American History and Government (1 Class)
- 1.3.2 Social Science (1 Class)
- 1.3.3 Fine Arts/Humanities (1 Class)

Communication

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

Diversity

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

Responsible Living (3 Hours)

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. In addition, a capstone experience will provide the integration of critical inquiry and effective communication. Some courses may satisfy more than one, but no more than two, of the knowledge and skill areas. See the undergraduate bulletin (uca.edu/ubulletin) for details on specific courses. Also, consult your major advisor for your best program of study.

TRANSFER STUDENTS/THE STATE MINIMUM CORE (SMC)/LOWER-DIVISION (LD) UCA CORE

A transfer student who has completed the 35-hour SMC curriculum before entering UCA will be deemed to have completed the lower-division UCA Core. No additional lower-division UCA Core courses will be required. A transfer student who has not completed the 35-hour SMC curriculum before entering UCA must work with an academic advisor to ensure timely completion of lower-division UCA Core requirements.

In the Quantitative and Natural Science sections of the lower-division UCA Core, UCA will accept higher-level courses than those listed, provided that the transfer student has a course prerequisite that is listed as one of the courses that are accepted in the lower-division UCA Core within the same category.

For additional information, visit
uca.edu/core.

THE FACTS ON GETTING A DEGREE

1. START

After being admitted to UCA, meet with your advisor to register for classes.

2. UCA LOWER-DIVISION CORE

The lower-division UCA Core requires 38 hours of elective credit, including a First-Year Seminar.

3. UCA UPPER-DIVISION CORE

Four upper-division requirements (communication, critical inquiry, diversity and responsible living), as well as a capstone, are part of the upper-division UCA Core.

4. MINOR CREDIT HOURS

Some majors also require a minor. A minor is a second area of specialization requiring fewer courses than the major. It is best to acquire the information from the minor department, your advisor or the undergraduate bulletin.

5. MAJOR GPA REQUIREMENTS

Most majors require at least a 2.0 GPA to graduate.

6. MAJOR CREDIT HOURS

Your major courses are very specific and you should consult your major department, academic advisor or the UCA website for further information on what exactly needs to be taken and in what order. There may also be prerequisites for courses that are required for your major, and they are listed in the degree requirements.

7. UPPER-DIVISION CREDIT HOURS

A minimum of 40 hours of upper-division credit (3000 and 4000-level courses) are required to graduate.

8. MINIMUM CREDIT HOURS TO GRADUATE

Your major and minor may require elective courses. The number of elective courses required will vary by degree plan. Again, become familiar with your degree requirements.

9. GRADUATION!

Congratulations! You did it!



SPECIAL DEGREE REQUIREMENTS

Some majors may have special degree requirements, which are defined in the Undergraduate Bulletin.

UCA CORE

Regardless of major, all students must complete the UCA CORE. Information regarding the Core is on previous page.

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 10 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, check sheets for each program are available at uca.edu/ubulletin.

NONTRADITIONAL STUDENT ORGANIZATION

The Nontraditional Student Organization connects nontraditional students to the following resources on campus.

STUDENT HEALTH CENTER SERVICES

Counseling Center

- Professional staff
- Services covered by tuition
- Located on the third floor of the Student Health Center

Student Health Clinic

- No copays!
- Covered by tuition
- To make an appointment, select the Student Health Appointment app from myUCA
- Open Monday through Friday from 8 a.m. to 4 p.m.
- Open to transfer students
- The mission of the NTSO is to encourage and coordinate support, education and advocacy for the adult learning community.

Student Wellness and Development

- Massage chair
- Located on the third floor of the Student Health Center

NONTRADITIONAL STUDENT OFFICE

- Located in Bernard Hall 205
- Free coffee available every day
- Free Wi-Fi is available in the lounge
- Please visit uca.edu/career/nontraditional-students for more information.

LIBRARY SERVICES

Off-Campus Access to UCA Library Online

- Visit uca.edu/library/off-campus-access

TEXT NOTIFICATIONS

Text Notification System

- Update text notification preferences in the Resources tab on myUCA.

UCA ONLINE

WHY ONLINE LEARNING?

Online courses provide you a flexible, convenient way to earn your degree. All online courses still have deadlines but you can complete the work when it is convenient for you. Some of the most common reasons for choosing online learning include:

- Online courses can be accessed from anywhere with an internet connection
- Greater freedom of scheduling your busy life
- Your course is accessible 24/7
- Full-time work schedules
- Lack of transportation
- Family commitments

FLAT-RATE TUITION

Students admitted into an approved **fully online undergraduate degree program** and designated as an online student through UCA Online receive a flat-rate tuition of \$295.00 per credit hour regardless of residency or location.



HOW TO DECODE YOUR SCHEDULE

Your schedule at UCA may look a bit different from the one at your previous school. Here are some important features you should know.

1	2	3	4	5	6	7	8
CRN	Course Title	Campus	Credits Level	Start Date	End Date	Days Time	Location
2495	EDUC 4210 INTEGRATION TECH TEACH/LEARN	Main	2.000 01	Jan 09, 2020	May 01, 2020	T 2:45 pm - 4:45 pm	TBA
30517	EXSS 3211 COACHING FOOTBALL	Main	2.000 01	Mar 02, 2020	May 01, 2020	M 6:00 pm - 8:30 pm	Farris Center 200
30574	EXSS 3303 EXERCISE PHYSIOLOGY	Main	3.000 01	Jan 09, 2020	May 01, 2020	MWF 9:00 am - 9:50 am	A. E. Burdick Hall 205
32644	PETE 3316 CURRICULUM - PETE	Main	3.000 01	Jan 09, 2020	May 01, 2020	MWF 11:00 am - 11:50 am	Farris Center 210
29939	PETE 3363 ADAPTED PHYSICAL EDUCATION	Main	3.000 01	Jan 09, 2020	May 01, 2020	TR 12:15 pm - 1:30 pm	Farris Center 201
31535	PETE 4310 METHODS AND MATERIALS OF SECONDARY PHYSICAL EDUCATION	Main	3.000 01	Jan 09, 2020	May 01, 2020	MWF 8:00 am - 8:50 am	Farris Center 206
			Total Credits: 16.000				

1. COURSE

In “Look Up Classes,” click on any course registration number (CRN) for more class information such as description, prereqs and more. Course numbers and CRNs are also used to purchase correct textbooks.

2. CAMPUS

Campus codes other than “Main” or “M” means the class is reserved for specific student populations.

3. START/END DATE

Be aware of start/end dates. Some classes do not start at the beginning of the semester.

4. LOCATION

This will be the location of the class.

5. COURSE REGISTRATION NUMBER (CRN)

In “Look Up Classes,” click on any CRN for more class information such as description, prereqs and more. Course numbers and CRNs are also used to purchase correct textbooks.

6. TOTAL CREDITS

This shows you the total number of credit hours you are enrolled in for the semester. This can be helpful to see if you have a scholarship that requires you to be enrolled in a minimum number of hours.

7. DAYS/TIME

MWF is an abbreviation for Monday/Wednesday/Friday, R is an abbreviation for Thursday, and TR is for Tuesday/Thursday. If a class has a lab, there may be multiple days and times that the class meets.

8. TBA

This can indicate that the instructor or location for the class has not been determined yet. Online classes are denoted by a TBA location and a meeting time of 12:00 a.m. - 11:59 p.m.

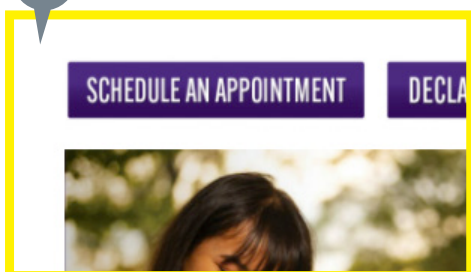
ACADEMIC ADVISING

HOW TO MAKE AN APPOINTMENT

1. Visit **uca.edu/advising**.
2. Click the “Schedule an Appointment” tab.
3. Select ‘Current UCA Student’.
4. Log in to your Navigate account to schedule an appointment with your designated major advisor.

1 **UCA.EDU / ADVISING**

2

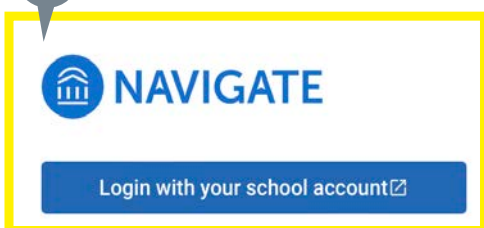


3

Choose your student classification to get started.



4



ACADEMIC ADVISING “NO-SHOW” POLICY

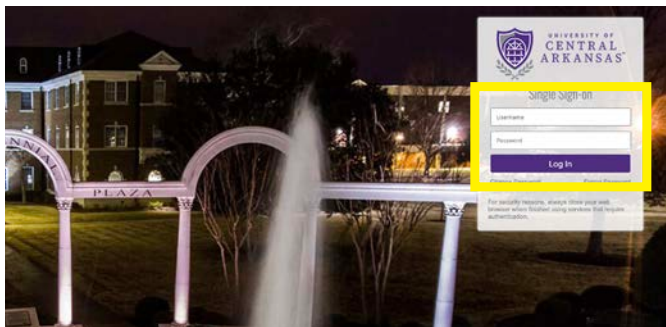
After two no-shows, your advisor may remove your ability to schedule another advising appointment in Navigate. The next opportunity to meet with the advisor to register for the following semester will be during designated no-show times, which advisors will schedule after the advance registration period.

COMMUNICATION POLICIES

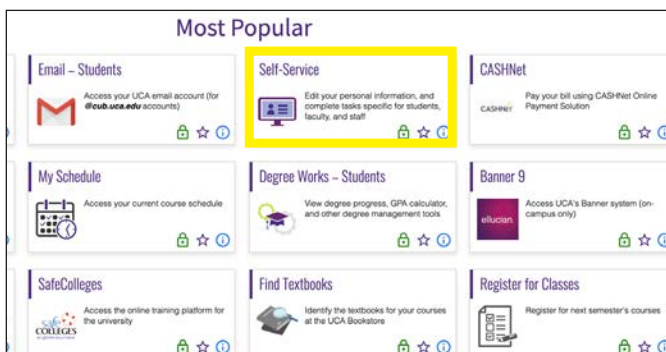
Your UCA-issued email account will be your official means of communication with advisors.

HOW TO REGISTER FOR CLASSES

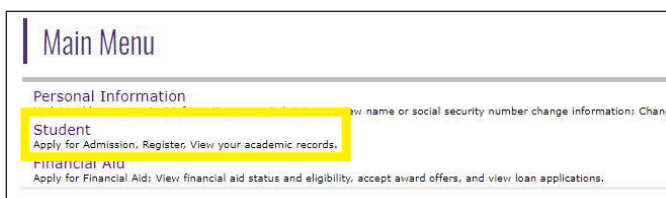
1. Log in to **my.uca.edu**.
Can't get into your account? Please contact uca.edu/IT or call (501) 450-3107.



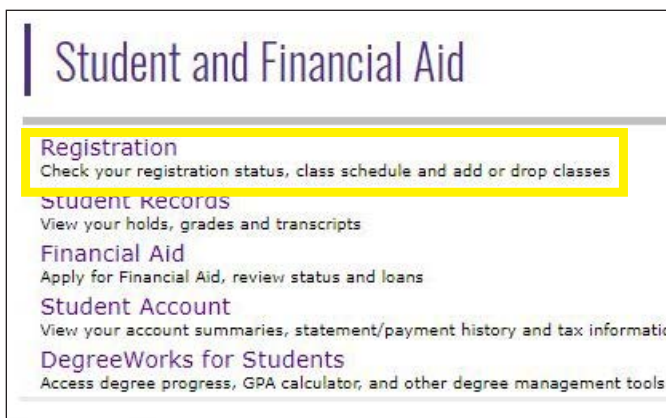
2. Select the "Self-Service" tab.



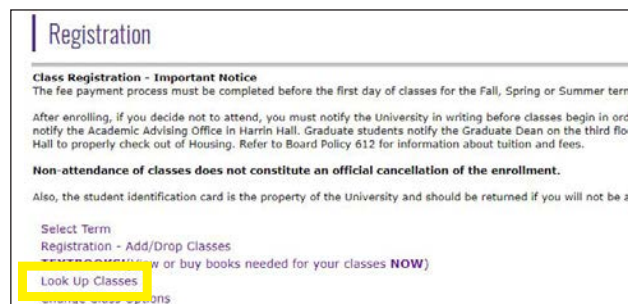
3. Choose the "Student" option.



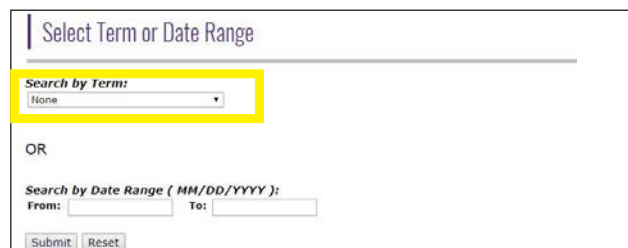
4. Click the "Registration" option.



5. To find a course's CRN, click "Look Up Classes."



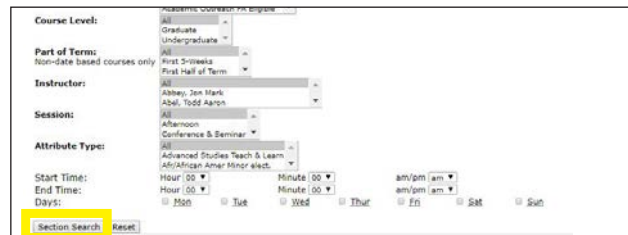
6. Select the term you would like to register for.



7. Search by subject or use "Advanced Search."



8. Complete the form and click "Section Search."



9. To add a course, check the box and click "Register."



10. Repeat steps 7-9 until you have all the classes you need. Once finished, click the "Submit Changes" button on the bottom left side of the "Current Schedule" page.



ACCESSING YOUR SCHEDULE

1. Follow steps 1-5 on page 13, then select “View/Print Schedule” from the options.

Also, the student identification card is the property of the University and should be returned if you will not be attending classes.

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
View/Print Schedule
 Registration History

2. From here, you can view your schedule and print if needed.

Concise Student Schedule									
This page lists the classes for which you are registered for the term. All of the detail information about the class is included.									
Name:									
Classification:									
Level:	Undergraduate								
College:	Fine Arts & Communication								
Major and Department:	Art, Art								
Major Concentration:	Fine Arts & Communication								
Minor:	Studio-Graphic Design								
	Marketing								
CRN	Course	Title	Campus	Credits	Level	Start Date	End Date		
31564	ART 3307 0	ARTS OF AFRICA	Main	3.000	01	Jan 10, 2019	May 03, 2019		
20872	ART 4150 0	BFA PROFESSIONAL ORIENTATION	Main	1.000	01	Jan 10, 2019	May 03, 2019		
27073	ART 4300 0	BFA STUDIO PRACTICUM	Main	3.000	01	Jan 10, 2019	May 03, 2019		
22662	ART 4335 0	GRAPHIC DESIGN IV	Main	3.000	01	Jan 10, 2019	May 03, 2019		
21078	MKTG 3372 0	SALES MANAGEMENT	Main	3.000	01	Jan 10, 2019	May 03, 2019		
21099	MKTG 4362 0	SERVICES MARKETING	Main	3.000	01	Jan 10, 2019	May 03, 2019		

HOW TO WAITLIST FOR CLASSES

1. Follow steps 1-9 on page 13. If a class is full, it will have a “C” instead of a box to check. Copy and paste the CRN (located to the right of the “C” highlighted in blue) in the space labeled CRN on the class worksheet. Next, click “Submit Changes.”

Web registered on Oct 29, 2018 (None) 27073 ART 4300 0 Undergraduate 3.000 Standard BFA STUDIO PRACTICUM

Web registered on Oct 29, 2018 (None) 31564 ART 3307 0 Undergraduate 3.000 Standard ARTS OF AFRICA

Total Credit Hours: 16.000
 Billing Hours: 16.000
 Minimum Hours: 0.000
 Maximum Hours: 18.000
 Date: Dec 13, 2018 05:21 pm

Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

2. From here, you can view your schedule and print if needed. An error message will pop up to tell you when the class is full. There will be a drop-down menu under “Action.” Select “Waitlisted.” Lastly, hit the “Submit Changes” button.

Registration Add Errors

Status

Course Closed. To get on the waitlist select Waitlisted from the drop down and submit changes. If a seat opens you will have a limited time to register so check your UCA e-mail daily.

Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

Action CRN

None 30622 H

Waitlisted

What is automated waitlisting?

When a class is full, automated waitlisting allows students to put themselves on an online waitlist for that class on a first-come, first-serve basis. It is the student’s responsibility to monitor their **@cub.uca.edu** email account for the notice of an available seat and to add themselves to the section within the limited window of availability (usually 24 hours).

ACADEMIC INFORMATION

ACADEMIC INTEGRITY/ACADEMIC MISCONDUCT

UCA has high standards for you as a student. These standards are of honesty, integrity and responsibility for everything you do during your stay here. Going against any of them becomes academic misconduct. Examples of misconduct commonly identified by universities include, but are not limited to, cheating, plagiarism and fabrication.

The Student Handbook is an all-inclusive guide of your rights and responsibilities. It contains the academic calendar and information about academic policies, general rules and regulations, university records, student appeals processes and more.

Policies for plagiarism, drugs, alcohol and more information, including disciplinary procedures are in the Student Handbook at uca.edu/student/uca-student-handbook, and we strongly suggest you review it.

WITHDRAWING FROM UCA

In the event that you are unable to attend UCA after you have been enrolled in classes, the Undergraduate Withdrawal form is required to notify the university that you will not be attending. This form has a deadline that can be found on the Academic Calendar at uca.edu/registrar/academic-calendar. You can find the form at uca.edu/registrar/withdrawal-form-undergraduate-only.

UNIVERSITY RECORDS

The Family Educational Rights and Privacy Act (FERPA) affords you certain rights with respect to your educational records. For the complete act, refer to the uca.edu/registrar/ferpa.

STUDENT RIGHT-TO-KNOW INFORMATION

The federal government requires that certain information be provided to incoming current university students, prospective students, parents, and current and prospective employees of the university. This information, which comes under the Student Right-to-Know Act, can be found in the Student Handbook online at uca.edu/student/uca-student-handbook. 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 Educational Rights and Privacy Act (FERPA), available financial assistance and direct loan deferments for performed services, general institutional information, graduate rate information, campus security reports, athletic program participation rates and financial support data.



VETERAN SERVICES

The Veteran Resource Center is aimed at making veteran and dependent students' time at UCA as efficient and supportive as possible. For assistance with education benefits, contact veteranservices@uca.edu.

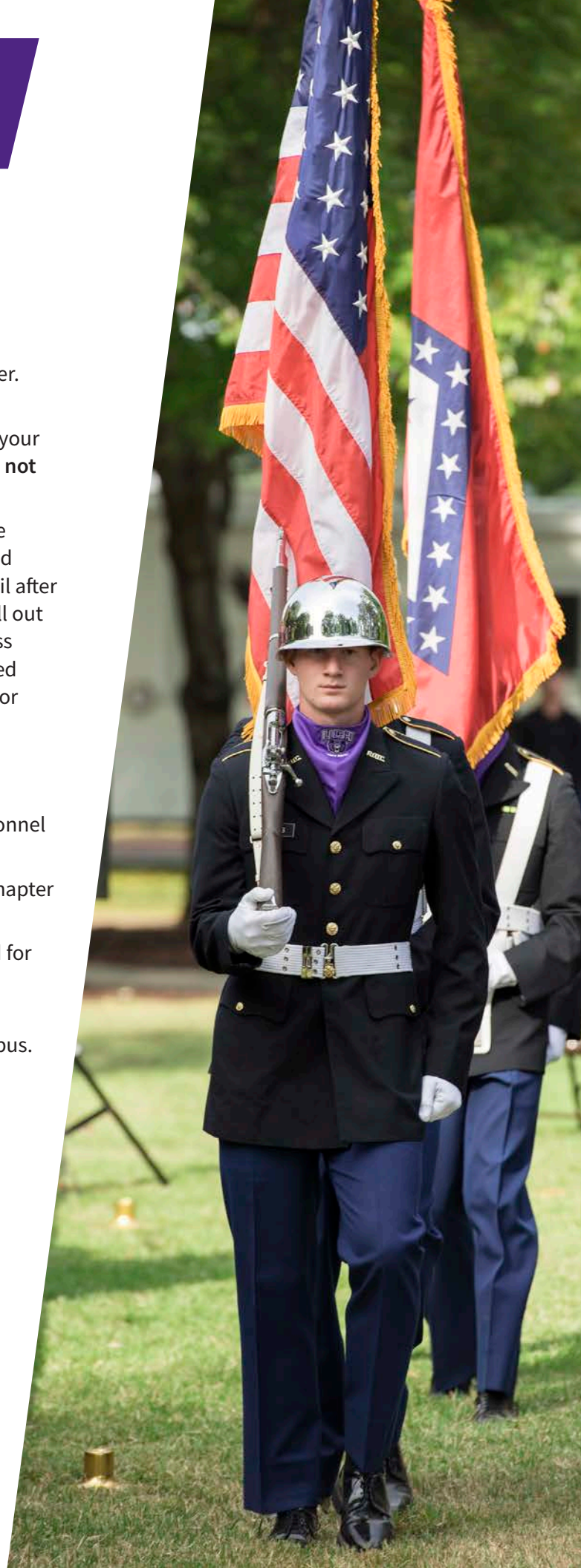
1. Before registering, check to make sure you have enough remaining time on your benefits to complete a full semester. **This is important.**
2. Plan your schedule, and meet with your advisor to review your classes (**Courses not declared in your major or minor will not be certified.**)
3. Once your schedule is complete, visit the Veteran Resource Center office with a printed copy of your class schedule and certificate of eligibility. This certificate should come by mail after you apply for GI Bill benefits. While in the office, you will fill out the enrollment certification form. No faxed or emailed class schedules or enrollment certification forms will be accepted unless arrangements are discussed due to an extenuating or mitigating circumstance.

THINGS TO KNOW

- The first priority of the Veteran Resource Center office personnel is to ensure military benefits are used correctly.
- It's suggested that you read information about the GI Bill Chapter in which you are receiving benefits.
- Full time for undergraduates is a minimum of 12 hours, and for graduates, it is a minimum of 9 hours.
- If you are a transfer student, you will fill out a 22-1995 or a 22-5495 form in the Veteran Resource Center office on campus. These forms are for the change of place/training.

For additional information, contact:

Greg Pelts, Director
(501) 852-2999
[uca.edu/veteranservices](mailto:veteranservices@uca.edu)
veteranservices-a@uca.edu



STUDENT SUCCESS

The Office of Student Success provides programs and services designed to help students succeed during their enrollment at UCA.

Office of Student Success
(501) 852-2117
studentsuccess@uca.edu

For more information on its resources, visit **uca.edu/studentsuccess**.



TRANSFER|mation

TRANSFER|mation is an optional orientation program geared toward incoming transfer students the semester you transfer to UCA. It is designed to showcase resources and opportunities you will find integral to your success while at UCA. It will be held the day before instruction begins each fall and spring semester. Family members are welcome to attend with you!

Fall 2024: Wednesday, August 21, 2024
Spring 2025: Wednesday, January 8, 2025

Register at uca.edu/fye/transfers





CAREER SERVICES

Located in Bernard Hall 318, Career Services is open Monday through Friday from 8 a.m. to 4:30 p.m. Walk-in, scheduled, phone, email, virtual and after-hours appointments are available to students.

OUR SERVICES INCLUDE:

- Mock interviewing
- Career coaching
- Focus2 Career Assessment
- W.O.W. Closet
- Professional photos
- Campus interviews
- Career fairs
- Internships
- Part-time and full-time job opportunities
- Resume reviews
- Virtual career fairs

CONTACT US

- Freshmen, sophomore and juniors: (501) 450-3250
- Seniors and alumni: (501) 450-3134
- Email: bears4hire@uca.edu

Connect with us!

@ucacareer



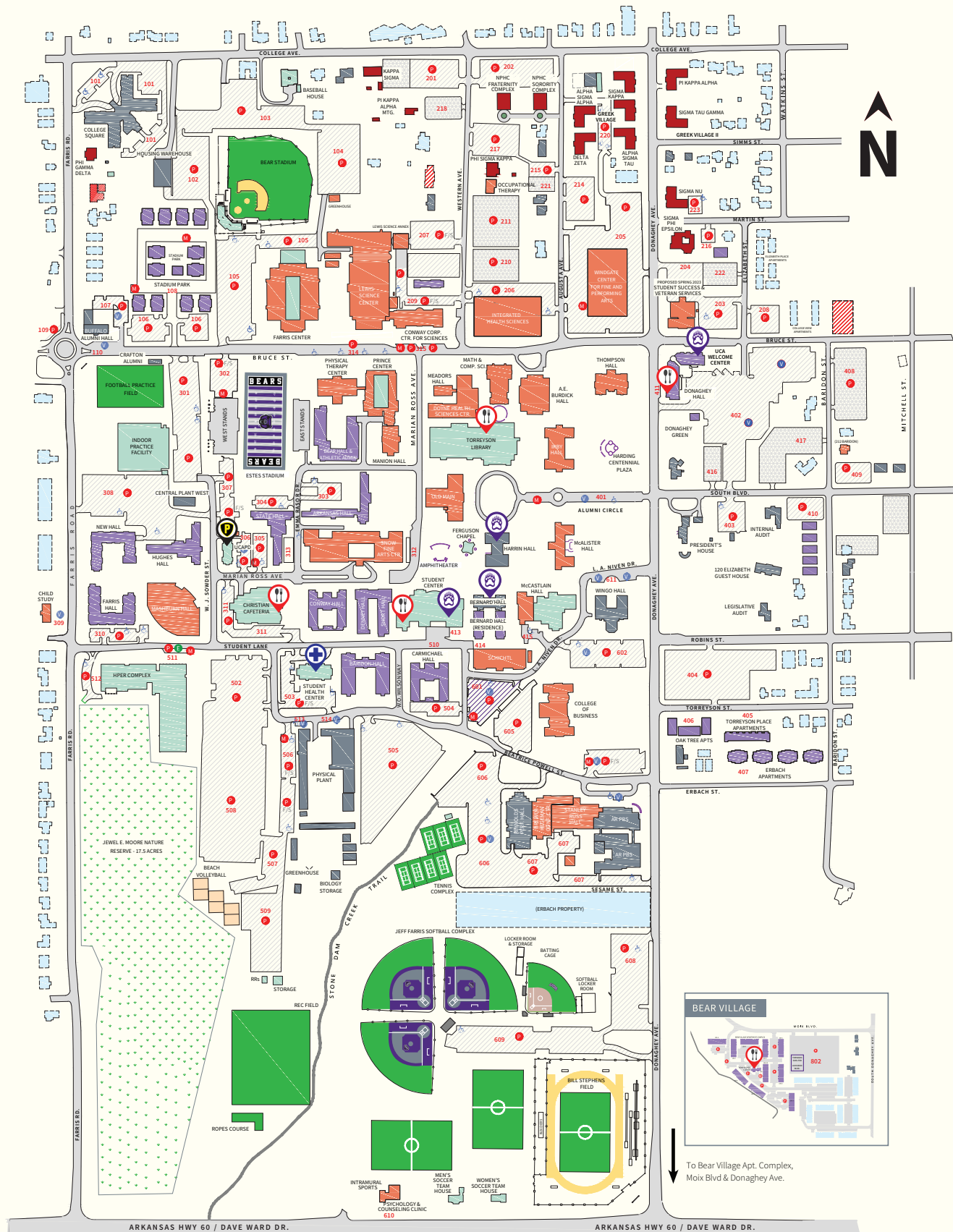
UCA Career Services & Cooperative Education



YouTube



Visit uca.edu/career for job opportunities, services and more!



LEGEND

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

- Parking Lot
- Visitor Parking
- Motorcycle Parking
- F/S Faculty/Staff Lot
- Meter
- Electric Vehicle Charging Station



CORE STUDENTS SERVICES

BERNARD HALL	ROOM	PHONE
Academic Advising	103	(501) 450-5149
Career Services	311	(501) 450-3134
Diversity & Community	207	(501) 450-3135
Housing & Residence Life	201	(501) 450-3132
Student Accounts	110	(501) 450-5015
DONAGHEY HALL		
Welcome Center		(501) 450-3128
HARRIN HALL		
Admissions	100	(501) 450-3128
Financial Aid	200	(501) 450-3140
Online, Transfer, & Returning Student Services	134	(501) 852-2790
Registrar	224	(501) 450-5200
Veteran Resource Center	223 B	(501) 852-2999
STUDENT CENTER		
Bear Card Office	104	(501) 450-5818
Student Life	207	(501) 450-3137
First Year Experience	203	(501) 450-5892



STUDENT HEALTH CENTER

(501) 450-3136



POLICE DEPARTMENT

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



FOOD/DINING

COLLEGE OF BUSINESS
T.H.N.K. Coffee
DONAGHEY HALL
Great American Cookies
Einstein Bros
Twisted Taco
CHRISTIAN CAFETERIA

STUDENT CENTER
Einstein Bros
Chick-fil-A
MOOHVA Burgers
Pizza Hut
Quinos
Sushi-c
P.O.D. Market
TORREYSON LIBRARY
Starbucks Coffee



Online, Transfer, & Returning Student Services

Harrin Hall, Suite 130 | 201 Donaghey Avenue | Conway, AR 72035 | uca.edu/transferservices