

STUDENT RESOURCES

UNIVERSITY OF SOUTH FLORIDA 2017-2018 UNDERGRADUATE CATALOG

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OFFICE OF THE DEAN, UNDERGRADUATE STUDIES

Location/Phone: Student Services Building (SVC) 2002; (813) 974-4051

Web Address: <http://www.usf.edu/undergrad/>

The Office of Undergraduate Studies (UGS) works in partnership with the academic colleges in the development, review and enhancement of the undergraduate programs to assist faculty to provide outstanding undergraduate education for students. The members of the UGS team work with faculty to establish and administer academic policies, assist with undergraduate curriculum development and review, and support proposals for new and revised programs and courses through the various approval processes. In addition to assisting with the academic programs offered by the colleges, Undergraduate Studies offers a number of academic programs, including the Bachelor of Science in Applied Sciences, the Bachelor of General Studies, the Leadership Studies minor, and the Army, Air Force and Naval Reserve Officer Training Corps programs.

Undergraduate Studies provides a strong set of student success programs designed to make it more likely that students will successfully navigate the complexities of the transition to college and the baccalaureate experience. (It integrates academic endeavors with meaningful experiences within a myriad of student development programs.) Together, they aim to provide coordinated opportunities for students to develop their identities and intellectual competencies for successful careers and lifelong learning. Those services include: the Academic Success Center, First-Year and Transfer Student Orientation, the Office of Academic Advocacy, the Academic Foundations course, First Generation Access and Pre-Collegiate Programs, the Office for Undergraduate Research, the Joint Military Leadership Center, and the Student-Athlete Enrichment Center.

The Dean is committed to providing vision and leadership in undergraduate education and to serving the needs of all undergraduate students, including those with non-traditional and diverse backgrounds.

DEAN OF STUDENTS

Location/Phone: Marshall Student Center (MSC) 4301; (813) 974-6677

Web Address: <http://www.usf.edu/student-affairs/dean-of-students/index.aspx>

Professionals and students in the Office of the Assistant Vice President & Dean of Students collaborate to facilitate learning opportunities and experiences that extend beyond the classroom. We provide students with activities that foster knowledge and success, and create a complete University experience where students achieve an understanding of themselves and the world around them. To ensure that every University of South Florida student graduates with a set of skills that carries into their future endeavors, we focus our work into the following areas: Advocacy, Leadership Development, Involvement, Civic Engagement, Multiculturalism, Diversity & Inclusion, and Responsible Community Behaviors. We encourage students to stretch their comfort zones and discover new friends, interests, passions, and talents. We invite you to join with us to ensure that every Bull has access to the tools and connections they need to make their USF experience unique and complete.

STUDENT RESOURCES AND INFORMATION

Student Handbook

The USF Student Handbook contains various resources for students such as the Student Code of Conduct, the USF Commitment to Honor, and policies set forth by the Department of Housing & Residential Education. The Student Handbook is published by the Department of Student Affairs and can be found at the following link: <http://www.usf.edu/student-affairs/dean-of-students/resources/handbooks-and-guides.aspx>.

USFCard

The USFCard is the official identification card of the University of South Florida. The USFCard is a multi-functional card with digitized photo and electronic identification and validation for departments needing to verify student and/or employee status. The USFCard was designed as a platform for a multitude of services and functions.

You must visit the Card Center to fill out proper documentation to obtain your USFCard.

Cardholder Responsibilities

- A. Use of the USFCard by anyone other than the person to whom it was issued is strictly prohibited.
- B. The cardholder is subject to disciplinary actions or other penalties for improper use of the card.
- C. The cardholder is responsible for any and all losses associated with the card.
- D. Punching holes, marking on the card, adding stickers or altering the card in any way is strictly prohibited.

Please visit the following website for more information: <http://www.usf.edu/it/class-prep/usf-card.aspx>.

Homeless Fee Exemption

According to [Florida Statute 1009.25](#), a student who is homeless may be exempt from paying tuition and fees. For the purpose of the fee exemption, homelessness is defined as a student who lacks a fixed, regular, and adequate nighttime residence, primary nighttime residence is a public or private shelter designed to provide temporary residence for individuals, or a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation

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for human beings. If an individual thinks he/she may be eligible for the homeless exemption, it is advised that she/he speak with their Case Manager or Homeless Liaison Officer.

This exemption covers tuition and fees only. Students utilizing the homeless fee exemption will be required to pay other costs such as the repeat course surcharges, excess credit hour fees, textbooks, housing, food, etc. Students are advised to talk with a financial aid counselor and an academic advisor about additional fees.

Student Ombuds - BOG Regulation 6.011

Location: Student Services Building (SVC) 2057

Schedule an Appointment: (813) 974-0835

Web Address: <http://www.usf.edu/student-ombuds>

The Student Ombuds Office at USF is a confidential, impartial, independent and informal resource for students who wish to convey concerns and/or resolve disputes related to the University. The mission of the Ombuds Office is to facilitate fair and equitable resolution processes that promote student success. The Ombuds Office is not an official office of notice for the University of South Florida. The Student Ombuds, as a neutral facilitator, will listen to concerns and help students develop a range of options in an informal attempt to achieve resolution. The Ombuds may also refer students to appropriate individuals and offices and clarify University policies and procedures. All information disclosed in the Ombuds Office will be held confidential unless otherwise authorized by the student or otherwise required by applicable law, including Chapter 119, Florida Statutes.

Center for Victim Advocacy & Violence Prevention

The Center for Victim Advocacy (part of the Student Affairs & Student Success unit) provides free and confidential services to students, faculty, and staff of all gender identities who have experienced crime, violence, or abuse for incidents occurring on or off campus, recently or in the past. Services are provided by professional Victims Services Practitioners and may include: crisis intervention, emotional support, personal and systems advocacy, court accompaniment, victim helpline, safety planning, and assistance filing for injunctions (protective orders) and crime victim's compensation claims. We also provide prevention and education presentations, programs and events. Appointments are available in our office or other safe locations on campus. Walk-ins are welcomed, Monday – Friday, 8:00 a.m. to 5:00 p.m. After hours, weekends and holidays, an advocate is available for victims of violent crimes through the Victim Helpline.

Important Contact Information

Victim Helpline: (813) 974-5757; Office: (813) 974-5756; Student Services Building (SVC) 0067; www.sa.usf.edu/advocacy/.

Students with Disabilities Services

In accordance with Section 504 Of the Rehabilitation Act, The Americans with Disabilities Act and The ADA Amendments Act, the University of South Florida provides reasonable academic accommodations for otherwise qualified students who have documented disabilities. Students seeking accommodations must register with the Services for Students with Disabilities Office. See <http://www.usf.edu/student-affairs/student-disabilities-services/> for a list of common accommodations and more information on the accommodations process.

Admissions: Students with disabilities apply under the same guidelines as all students through the Offices of Undergraduate or Graduate Admissions.

Course Substitution: Students with disabilities requesting substitution of coursework for General Education, or Foreign language requirements should contact Students with Disabilities Services. Students with declared majors requesting substitution of departmental graduation requirements will need to contact the chair of their department. In either case, students will be requested to submit documentation to SDS to support their request for an exception.

Parking: Students with state parking privileges need only supply their state card as documentation for eligibility to Parking and Transportation Services. Students without state privileges need medical documentation to be considered for on-campus parking. Contact: <http://www.usf.edu/administrative-services/parking/>.

Housing: Accessible on-campus residence hall housing is available for students with special needs. Specific information is available through Housing and Residential Education. Contact: <http://www.usf.edu/student-affairs/housing/>.

Diversity Inclusion and Equal Opportunity: Students with disabilities are encouraged to participate fully in all University events, programs, and other campus activities. Information on whom to contact to request accommodation or assistance should be listed on program information and advertisements. If unable to secure the requested assistance or if additional help with accessibility is needed, contact the ADA Coordinator in Diversity Inclusion and Equal Opportunity (DIEO) at <http://www.usf.edu/diversity/>.

USF - Reasonable Academic Accommodations and Services for Students

Ms. Deborah McCarthy, Director, 4202 E. Fowler Avenue, Student Services Building (SVC) 1133, Tampa, FL 33620-6500

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(813) 974-4309 (Voice), Email Contact: dmccarthy@usf.edu, Web Contact: <http://www.usf.edu/student-affairs/student-disabilities-services/>.

Office of Veteran Success

Location/Phone: John and Grace Allen Building (ALN) 130; (813) 974-2291

USF is approved for the education of veterans, eligible dependents/spouses, members of the selected reserve, and active-duty personnel who are eligible for benefits under public laws now in effect. All degree programs currently offered at USF are approved by the Department of Veterans Affairs. Students who may be eligible for benefits are urged to contact the Office of Veteran Success, (813) 974-2291 or vetserve@usf.edu, for information, procedures, and forms as early as possible. To initiate, change, or renew benefits at USF, a request must be submitted through that office.

VA regulations require that students take only courses that are applicable to their degree program or other approved programs and make satisfactory progress toward their degree. Students should log on to the USF Veteran Success website: <http://www.usf.edu/student-affairs/veterans/> for information on various programs/services, and VA rules and regulations. Under no circumstances will the VA pay benefits to a student taking a course by audit. *It is the student's responsibility to inquire concerning all VA rules and regulations and to report any change in number of registered hours, change of majors, or adding a double major or co-degree (concurrent).* Additionally, VA benefits will be terminated for students who are dismissed for academic reasons and can only be reinstated after academic counseling and approval from the Academic Regulations Committee.

Veterans with a service-connected disability approved for benefits under Chapter 31 may contact the Office of Veteran Success no earlier than two weeks prior to the start of classes for a book and supplies voucher. The VA toll-free number is 1-888-442-4551.

Career Services

Location/Phone: Student Services Building (SVC) 2088; (813) 974-2171

Web Address: <http://www.usf.edu/career-services/>

Career Services provides USF students with comprehensive career planning and job search services. A staff of experienced professionals is available to help students choose a career; gain career-related work experience and plan their job search. Career Services also provides information on employment opportunities and creates venues where students can network and interview with local, state, national and international employers.

Nutrition Counseling

Student Health Services employs a registered dietitian available to provide nutrition counseling for medical conditions such as diabetes, hypertension, hyperlipidemia, obesity and eating disorders. There is a \$10 fee per visit. Please call (813) 974-2331 to make an appointment. Visit the following URL for more information: <http://www.usf.edu/student-affairs/student-health-services/services/>.

Meal Plans

Meal Plan Office

Location: Marshall Student Center (MSC) 1502

Phone: (813) 974-4499

Web Address: <http://usf.campusdish.com/>

USF requires all first-year, undergraduate students residing in on-campus housing to purchase a meal plan. The amount of the meal plan required is determined by the type of housing style (traditional, suite, or apartment) in which the student lives. Please see USF Dining at <http://usf.campusdish.com/> for more information.

Tobacco and Smoke Free University

USF is committed to providing a safe, healthy and enjoyable learning, living and working environment. The USF Tampa Campus is entirely tobacco and smoke free. Smoking and use of tobacco products are not allowed in any indoor or outdoor area, including parking garages, grounds, sidewalks or recreational areas. This policy also includes the use of e-cigarettes.

ACADEMIC RESOURCES

Academic Success Center

Location/Phone: USF Library (LIB) 206; (813) 974-2713

Web Address: <http://www.lib.usf.edu/tutoring/>

The Academic Success Center is part of the Library Learning Commons and is located on the second floor, LIB 206. Offering a variety of academic support services, the mission of the department is to support student learning. Tutoring is free and available in many different subject areas including math, science, and languages. Students can select from several drop-in centers or make an appointment. The Center also offers individual Academic Coaching appointments designed to help students customize their approach to learning. Several credited academic enhancement

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courses are offered each semester as well including Strategic Learning (REA 2604), Improving College Writing (ENC 1130) and Advanced Reading (REA 1205).

The Writing Studio

Location/Phone: USF Library (LIB) 233; (813) 974-8293

Web Address: <http://www.lib.usf.edu/writing/>

The Writing Studio is a place for writers of all skill levels to take chances, ask questions, and develop their abilities. The Writing Studio is an academic support partner in the Library Learning Commons and is located on the second floor, at LIB 233. Writing support is free to all registered USF students. In order to support writing across the curriculum, writing consultants are graduate students from a wide range of departments including English, Communications, World Languages, and several STEM fields. Help is available for all levels of students from first-year undergraduate to doctoral level, including staff and faculty. Appointments are needed and can be scheduled by phone, in person, or online.

SMART Lab

Location/Phone: USF Library (LIB) 232; (813) 974-9944

Web Address: <http://www.lib.usf.edu/smart-lab/>

The SMART (Science, Math, and Research Technology) Lab is equipped with 324 computer workstations to provide learning support and testing services to students in introductory mathematics courses including College Algebra, Pre-Calculus, Finite Math and Business Calculus. In addition, students in Calculus, Statistics and Physics courses can receive tutoring assistance in various drop-in areas around the lab. No appointment is needed for tutoring in any SMART Lab areas.

The USF Library System

Phone: 813-974-2729

Web Address: www.lib.usf.edu

Contact Email: <http://www.lib.usf.edu/help/>

The USF Library offers access to over 1.3 million books and an extensive selection of print and electronic resources, including 52,000 e-journal subscriptions, 443,000 e-books, and over 800 databases containing articles, media and other materials. Students also have access to our collections of audio/visual materials including videos, CDs, DVDs, and even LPs.

The Louis de la Parte Florida Mental Health Institute (FMHI) Research Library provides services and resources directly supporting the Louis de la Parte Florida Mental Health Institute and related academic and research programs at the University of South Florida. The web address for the FMHI Research Library is: <http://www.lib.usf.edu/fmhi/>.

The Shimberg Health Sciences Library, serves the needs of USF Health consisting of the College of Medicine, Nursing and Public Health. The web address for the Shimberg Health Sciences Library is <http://library.hsc.usf.edu/>.

Office for Undergraduate Research

Location/Phone: USF Library (LIB) 210; (813) 974-6842

Web Address: <http://www.lib.usf.edu/undergraduate-research/>

Contact Email: ur@ur.usf.edu

USF is a "Global Research University Dedicated to Student Success". The Office for Undergraduate Research (OUR) is uniquely positioned to support this mission and prepare students to have a competitive advantage for job and graduate/professional school admissions. The OUR promotes mentored research across all disciplines by partnering with faculty and staff in all academic programs, administrative units and within the community. The office assists students, faculty, staff, administrators and community leaders in establishing research experiences that are designed to enhance a student's academic progression and foster deeper immersion in the field. Since 2012, the OUR has facilitated the training and engagement for thousands of undergraduates in research activities across all disciplines. Each year the OUR provides:

- Comprehensive Getting Started in Research Workshop Series to inspire action and engagement. The three workshops in the series are: (1) Getting Started in Research, (2) Creating a Personal Vision Statement and Credentialing Yourself, and (3) Researching a Mentor and Having the Conversation of Research.
- Personal introduction of students to potential mentors after they complete the OUR training.
- Innovative initiatives to increase capacity for all students to obtain an authentic research experience
- Professional Development workshops to support presentation, publication and job preparation.
- Several mechanisms to obtain funding for strategic research priorities
- The Undergraduate Research and Arts Colloquium every April as part of USF Week. This event provides an opportunity for undergraduate students across all disciplines to present their current research and interact with faculty, community leaders, and peers. The USF-hosted Colloquium is the largest undergraduate research conference in the State of Florida.

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Students who participate in undergraduate research and utilize the services of the OUR will develop critical thinking skills, show better academic performance, gain invaluable experience, learn to bring research to their conversation, and develop mentoring relationships that last for a lifetime.

Global Citizens Project

The Global Citizen Awards program is a fun and flexible way to develop the qualities of a global citizen and be rewarded for your accomplishments. Students earn the Global Citizen Award by attending on-campus global events and participating in their choice of globally focused activities like community service, internships, study abroad, undergraduate research, and foreign language or global citizens coursework. In addition to becoming globally aware and developing marketable skills, students who complete the Global Citizen Award will be eligible for study abroad scholarships and have the achievement noted on their official transcript. For more information, please contact the Global Citizens Project at www.usf.edu/gcp/students.

Education Abroad

Education Abroad offers a variety of study abroad opportunities for students and faculty around the world, these include: semester exchanges, faculty-led summer and short term programs, international internships, and service learning. Programs range from one week to one year and award academic credit. Education Abroad facilitates the incoming and outgoing exchange process and works closely with our international partner universities to develop new academic programming and exchanges.

The Education Abroad Office provides extensive planning assistance for both students and faculty program leaders, including pre-departure orientation sessions. The staff members have extensive experience in study abroad and are able to offer seasoned, insightful advising and information to anyone considering or planning a study abroad experience.

USF Testing Services

Location/Phone: Northwest Education Complex (NEC) 116; (813) 974-2742

Physical Address: 13301 Bruce B Downs Blvd. Tampa, FL 33612

Office Hours: 7:30 am – 5 pm Monday, Wednesday, and Friday; 7:30 am – 8 pm, Tuesday and Thursday; 7:30 am – 1:30 pm Saturdays; 7:30 am – 5 pm the last Saturday of each month

Web address: <http://www.usf.edu/testing-services/>

USF Testing Services provides high quality proctoring services for the following exams:

1. Entrance and Placement: Tests required for admission to colleges, graduate and professional schools and/or for placement into a course(s). Examples are the ACT, SAT, CPT, GRE, LSAT, EDT, MAT, PRAXIS and TOEFL.
2. Credit-By-Examination: The College Level Examination Program (CLEP) and DANTES Subject Standardized Tests-DSST.
3. Professional certification/licensure such as CHES/MCHES, FTCE, IT, MPRE, PRAXIS, Six Sigma, Castle, Kryterion and Prov.
4. Distance Learning Course Proctoring (DLCP): As a member of the Consortium of College Testing Centers (CCTC), USF – Testing Services provides proctoring services for students taking distance learning courses from other colleges or institutions. We proctor both paper and computer based exams.
5. USF Online Course Exam Proctoring (OCEP): USF Testing Services proctors course exams for USF students enrolled in specified/eligible online courses.
6. Pre-employment: Performance/skill assessment exams used for employment screening by PAN (Performance Assessment Network) clients.

Credit by Exam

USF allows students to receive up to 45 semester hours of credit towards the baccalaureate degree upon successful completion of Advanced Placement (AP), Advanced International Certificate of Education Program (AICE), International Baccalaureate (IB), General and Subject College Level Examination Program (CLEP), DSST (formerly DANTES), Caribbean Advanced Proficiency Exams (CAPE), Global Certificate of Education (GCE), Global Assessment Certificate (GAC), German Abitur (ABITUR) and Excelsior (EXCEL) College examinations. Performance levels necessary to achieve credit have been established at a common level for all universities and community colleges in the State system.

For information on credit-by-exam equivalencies, please visit the following URL: <http://ugs.usf.edu/credit-by-exam/>.

Credit earned through one examination program may not be duplicated by another examination or course.

The following limitations should be recognized: CLEP credit will not satisfy USF's residency requirement and Credit for the General Natural Science examination will be granted for non-majors only.

Certain General and Subject CLEP Examinations noted in the table found at <http://www.usf.edu/testing-services/> may apply to the General Education Liberal Arts Requirements. Some programs do not award credit toward the degree

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for certain CLEP examinations, and certain graduate or professional schools such as law, medicine and engineering may not grant equal recognition to students with extensive examination credits.

An academic advisor should be consulted to ascertain the applicability of a specific CLEP examination toward a student's degree requirements and the advisability of taking the examinations in a student's specific situation.

All CLEP Subject Examinations are administered at USF Testing Services every day; schedules are available at the USF Testing Services website (<http://www.usf.edu/testing-services/>). Prior registration is required before scheduling an appointment for information regarding CLEP examinations, please go to the [USF Testing Services website](#).

ADVISING RESOURCES

Academic Advising for Undergraduate Students

USF seeks to guide all students in selecting programs and courses best suited to their personal abilities, educational interests, and career objectives. Students who have been admitted to the University and have chosen their major area of study may visit their designated academic advising office housed in one of the ten colleges offering baccalaureate degrees. Others who have not yet declared a major should visit the Office of Academic Advocacy, located in Student Services Building (SVC) 2043.

All admitted students are strongly encouraged to establish an advising relationship with a college and visit their advisors to keep abreast of any policy, procedural or curriculum changes that may affect them. Newly admitted first year in college students are required to meet with an academic advisor each semester until they have earned 30 USF credit hours. It is important for students to keep in mind that although the University provides advising services to assist students with academic planning, it is each student's responsibility to see that all graduation requirements are met.

Office of Academic Advocacy (OAA)

Location/Phone: Student Services Building (SVC) 2043; (813) 974-2645

Web Address: <http://www.usf.edu/undergrad/academic-advocacy/>

The Office of Academic Advocacy (OAA) promotes undergraduate student persistence, progression, and completion in support of key strategic University goals and measures by removing barriers to academic success and supporting a timely progression to graduation.

OAA provides services to undergraduate students who are selecting the Exploratory Curriculum Major (ECM) and those who need assistance with re-selecting a major. Sometimes a student's original major of choice is no longer an option because of limited access programs, minimum GPA standards, or a realization that one is no longer on the right path. Whether this decision is voluntary or determined by academic requirements, OAA can assist with the selection of a new major.

Appointments may be scheduled online at: <http://usfweb3.usf.edu/appointments/StudentSignon.asp>.

The Exploratory Curriculum major offers five curriculum options aimed at FTIC students who have not identified a specific major. Each major offered at USF is represented in the Exploratory Curriculum major. The five curriculums are: Exploratory Arts & Humanities (EAH), Exploratory Business (ECB), Exploratory Global & Social Sciences (EGS), Exploratory Health & Natural Sciences (EHN), and Exploratory Math, Engineering, and Technology (EMT).

The Exploratory Curriculum major allows University of South Florida students to explore academic options. Students choose from one of the five academic tracks that allows them to explore academic disciplines and career field while satisfying the Foundations of Knowledge & Learning (FKL) Core Curriculum and the State's General Education Common Core requirements that are a graduation requirement of all USF students. This allows students to remain on track for timely graduation during the exploratory period. Students may remain exploratory until they earn 36 credit hours. In addition, Exploratory Curriculum students are required to complete SLS 2901 (Academic Foundations/ U-Decide), a first-year experience course with a significant major/career exploration component.

For additional information about the Exploratory Curriculum (ECM) option please visit: <http://www.usf.edu/undergrad/academic-advocacy/ecm/index.aspx>.

DegreeWorks Academic Advising System

Web Address: <https://degreeworks.usf.edu/>

DegreeWorks is the University of South Florida's computer-assisted advising tool that is used in conjunction with academic advisor appointments for degree planning. The reports produced by DegreeWorks are available to active degree seeking undergraduate students through its web interface available at: <https://degreeworks.usf.edu/>.

DegreeWorks creates personalized reports by matching the student's academic record (both USF and transfer courses) against the requirements of the student's degree program. Students can use the "What If" worksheet to explore different degree programs by creating a tailored curriculum including majors, concentrations, and minors. The "Look Ahead" feature is available for students to see how a proposed schedule of classes will be used toward completing their degree.

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ACADEMIC PROGRAMS

First Year Academic Programs

Location/Phone: Student Services Building (SVC) 2002; (813) 974-2645

Web Address: <http://www.usf.edu/undergrad/programs/>

To support incoming students in their pursuit of academic and personal success, First Year Academic Programs offers two courses: University Experience and Academic Foundations Seminar. The elective credit earned from these courses can be applied to any undergraduate degree program.

SLS 1101 University Experience and SLS 2901 Academic Foundations are designed specifically for first-year students to acclimate them to USF. The courses provide the necessary support and assistance needed during a student's transition to university life. Student success is of utmost importance and USF created this curriculum specifically to address the many unknowns related to new responsibilities, expectations and academic challenges. USF wants to make sure that you have the tools you need to succeed at a high impact, research institution. Data continues to show us that students at USF who take these courses earn higher grades and graduate faster.

The goals of SLS 1101 and SLS 2901 are to help students build community, learn about campus resources, develop effective academic skills, and explore personal character and values. Course topics include: goal setting, time management, career development, occupational exploration, learning and problem solving strategies, financial literacy, personal wellness, university resources, research opportunities and involvement in the campus community. Each class consists of approximately 25 students.

To support our transfer students SLS 3113 Academic Transitions was designed to facilitate transfer students' academic integration into a research university. Students will gain an understanding of the academic standards and expectations at a research university and discover how to be successful. This 3 credit course is open to all incoming transfer students.

U-First Program

Location/Phone: Student Services Building (SVC) 2002; (813) 974-4227

U-First is a mentoring and academic success program for students who are placed on academic probation. Students are supported through the SLS 2901 Academic Foundations Seminar and benefit from one-on-one personalized coaching and individual support as they adapt to the dynamics of the college environment at a high-impact research university. U-First instructors are committed to student development and dedicated to providing transitional services to guide and coach students to achieve academic success.

Experiential Learning Programs

Experiential learning is an essential part of higher education at all levels. Internships, practicums, field experiences, professional field placements, clinical residencies, and cooperative learning all provide opportunities to bridge theory and practice while preparing students for successful transition into the world of work.

USF offers a wide variety of experiential learning programs in many disciplines. Browse experiential learning programs by college and department at the following link: <http://www.usf.edu/engagement/resources/experiential-learning-programs/>.

Student-Athlete Enrichment Center (SAEC)

Web Address: http://www.gousfbulls.com/ViewArticle.dbml?DB_OEM_ID=7700&ATCLID=219886

The Student-Athlete Enrichment Center (SAEC) provides collaborative student support and development resources to USF student-athletes and houses the Academic Services, Athletic Compliance, Behavioral Health and Student-Athlete Enhancement units respectively.

- Academic Services promotes student accountability, responsibility and engagement in all academic and community related endeavors, providing programming, academic advising, facilities, technology resources and a dedicated professional staff. Academic Services aims to support the student-athlete experience by providing a structured academic support environment and promoting the development of our young men and women in preparation for their lives after sport.
- The Athletic Compliance Office strives to uphold the integrity of USF Athletics by establishing an atmosphere of education, consistency and responsibility in adherence to the explicit guidelines set forth in the governing legislation of the NCAA and American Athletic Conference.
- Behavioral Health Services provides education, intervention, consultation and support to our student-athletes, coaches and staff. This is accomplished through direct care, sport psychology services and wellness education.
- Student-Athlete Enhancement takes pride in developing USF student-athletes into well-balanced graduates who are equipped to positively impact their future and become productive leaders in the community. Programming focuses on personal enhancement, social engagement, career development and leadership.

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Through a balanced and student-centered approach, the Student-Athlete Enrichment Center provides a comprehensive service platform in supporting the departmental mission of winning in the classroom, in the community and championships on the fields of competition.

Student Support Services (SSS)

Location/Phone: Student Services Building (SVC) 2011; (813) 974-4301

Web Address: <http://www.usf.edu/undergrad/sss/>

Student Support Services (SSS) is a federally funded retention program designed to help students make a smooth transition from high school to the University of South Florida. The program provides academic and personal support for students and addresses non-cognitive factors. A student is eligible to participate in Student Support Services if the student meets all of the following requirements:

- A. Is a citizen or national of the United States or meets the residency requirements for Federal student financial assistance;
- B. Is enrolled at the grantee institution or accepted for enrollment in the next academic term at that institution;
- C. Has a need for academic support SAT1130 or below or ACT below 23 or high school grade point average below 3.40);
- D. Is 1) a low income individual; 2) a first generation college student (the student's parents did not earn a four year degree); or 3) an individual with disabilities.

Student Support Services provides a six-week summer program to ease the transition from high school to college, enhance self-confidence, establish a strong foundation during the summer semester, and expose students to university resources and facilities. Students receive a comprehensive summer orientation, individualized advising, college survival skills and course credit toward graduation. Other services provided include ongoing individual counseling, midterm assessment, pre-registration, workshops, , financial assistance, tutorial assistance, laptop loan program, computer lab, career programs, and counseling. Research reveals that USF's Student Support Services Program has been recognized nationally for its positive impact on student retention and graduation rates. In fact, 85-95 percent of program participants are in good academic standing at the end of each semester.

Upward Bound Program

Location/Phone: Student Services Building (SVC) 2011; Phone: (813) 974-9138; Fax: (813) 974-2022

Web Address: <http://www.usf.edu/undergrad/ub/>

The Upward Bound Program (UBP) at the University of South Florida provides fundamental support to participants in their preparation for college placement. The program provides opportunities for participants to succeed in their pre-college performance and ultimately in their higher education pursuits. UBP serves high school students (grades 9 through 12) from low-income and first-generation college households.

The goal of UBP is to increase the rates at which high school students enroll in and graduate from institutions of post-secondary education. The purpose of UBP is to provide assistances in developing goals, improving academic skills, and providing the motivation necessary to achieve success in a college or post-secondary program. The program serves 165 students from 5 target schools in the Hillsborough County School District that have been determined to have a high need for academic support.

College Reach-Out Program (CROP)

Location/Phone: Student Services Building (SVC) 2011; (813) 974-3713

Web Address: <http://www.usf.edu/undergrad/crop/>

The College Reach-Out Program (CROP) is a statewide program designed to increase the number of students who successfully complete a postsecondary institution. The program's primary objective is to strengthen the educational motivation and preparation of low-income and educationally disadvantaged students in grades 8 through 11, representing various cultural backgrounds, who otherwise would be unlikely to seek admission to a community college, state university, or independent post-secondary institution without special support and recruitment efforts.

The goals of CROP are to motivate students to pursue a postsecondary institution, develop students' basic learning skills, strengthen students' and parents' understanding of the benefits of postsecondary education, and foster academic, personal, and career development through supplemental instruction.

ROTC PROGRAMS

Military Science - Army ROTC

Location/Phone: C.W. Bill Young Hall (CWY) 405; (813) 974-4065

Web Address: <http://armyrotc.com/edu/univsouthfl>

Contact Email: usofl@usf.edu

The Department of Military Science for Army Reserve Officers Training Corps (AROTC) was established to select and prepare students to serve as officers in the Regular and Reserve components of the United States Army. The

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curriculum is designed to develop students' leadership potential and improve students' planning, organizational, and managerial skills.

Army ROTC training is divided into two phases: the first two years constitute the Basic Course; the last two the Advanced Course. The Department offers both a four- and a two-year program, each leading to a commission as a Second Lieutenant in the United States Army. The four-year program requires completion of the Basic Course, a five-week field training course, and the Advanced Course. Students with prior active military service or previous training at military schools may be exempt from some or all of the Basic Course. Students with questions concerning the various options should contact the Professor of Military Science for more information. Enrollment is open to qualified students at all levels, including graduate students. Offerings are published each semester.

Army ROTC training provides scholarships, pay, free uniforms and textbooks for scholarship and/or contracted Cadets. Scholarships are awarded on a competitive basis in all academic majors. The scholarship pays full tuition or room and board, books, lab and mandatory fees, and certain other academic expenses.

Additional Skills Training

Airborne School, Air Assault School, and the Northern Warfare School are available to both Basic and Advanced Course students during semester breaks. Additional skills training is also available during the academic year to include first aid, rappelling, orienteering, etc.

Basic Course

The Basic Course consists of four semesters of classroom instruction of one and a half hour each week and a leadership lab. Students incur no military commitment by participating in the Basic Course. In lieu of attending the basic course classroom instruction, a student may attend the four-week Leadership Training Course at Fort Knox, Kentucky during the summer of the student's sophomore year.

Advanced Course

The Advanced Course consists of four semesters of classroom instruction of three hours each week, leadership lab, physical fitness and field training exercises, and a five-week training phase at Leadership Development and Assessment Course. Students registering for the Advanced Course must have met all requirements for Basic Course completion. The Advanced Course is designed to prepare the student who desires to be a Professional Army Officer for duty in the Active Army, Reserve or National Guard. Additional training is available to selected Cadets at both US based and overseas active Army units.

Job Opportunities

The newly commissioned Officer can be guaranteed Reserve or National Guard duty, or compete for an Active Duty commission. Prior to commissioning, the student may request to serve in a number of career fields to include aviation, infantry, armor, engineering, medical, law enforcement, logistics, and personnel administration.

Requirements for an ROTC Commission

Students who desire to earn a commission as a Second Lieutenant in the United States Army must meet the following requirements: four semesters of the ROTC Advanced Course, successful completion of the Professional Military Education Courses (written communication skills, computer literacy, and military history), attendance at Leadership Development and Assessment Course, maintain and graduate with a minimum of a 2.0 GPA, successful completion of the Army Physical Fitness Test, compliance with the Army height and weight standards, and other requirements of the United States Army.

Aerospace Studies - Air Force ROTC

Location/Phone: C.W. Bill Young Hall (CWY) 407; (813) 974-3367

Web Address: <http://www.usf.edu/undergrad/air-force-rotc/>

Contact Email: afrotc@usf.edu

Here at USF, we are Detachment 158 of the Air Force Reserve Officer Training Corps (AFROTC) – Home of the “Flying Bulls.” The AFROTC curriculum we offer includes 16 credit hours of instruction by active duty Air Force officers. A cadet who successfully completes the AFROTC program and a Bachelor's degree will earn an Air Force commission and enter active duty in the United States Air Force as a Second Lieutenant. AFROTC is offered in a variety of three-to-five year programs and cadets must be enrolled full-time; i.e., carry at least 12 credit hours each fall and spring semester. In addition to their academic work, AFROTC cadets are also required to take a 2-hour non-credit leadership laboratory (LLAB) each semester. Cadets wear Air Force uniforms during LLAB, plan and execute leadership training, and learn Air Force customs and courtesies. Furthermore, AFROTC cadets must attend two physical training sessions on Tuesdays and Thursdays of each week to prepare them to successfully complete the Air Force Physical Fitness Assessment each semester. Physical training sessions are an hour long and begin at 5:45 am.

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AFROTC scholarships may be available for eligible applicants who meet highly competitive nationwide criteria established by AFROTC Headquarters. The scholarships may pay all tuition, fees, books, and a \$300 - \$500 per month tax-free stipend. For more information about scholarship criteria, contact us or visit www.afrotc.com for the most current scholarship information. An AFROTC scholarship is not required to enter or even complete the AFROTC program.

Students may join AFROTC at the beginning of the fall or spring semester. To get more information about our program or to start the process of becoming an AFROTC cadet, please contact our Air Force ROTC Office at USF via afrotc@usf.edu, phone 813-974-3367, or visit us in person on the 4th floor of the CWY Building, just north of the USF Campus Recreation Center on Maple Drive.

Air Force ROTC Programs

To ensure maximum flexibility for our cadets, we offer a variety of tailored programs to match their academic progress toward a bachelor's degree. The table below depicts the flow of AFROTC coursework based on the number of years of academic coursework remaining before receiving a bachelor's degree. Note that there is no military commitment until after Field Training (if you do not have a scholarship) or until your second year in the program (if you do have a scholarship). Also, physical training twice weekly is required during the fall and spring semesters as long as you're a cadet in the program.

AFROTC Programs	3-Year AFROTC Program	3 ½ -Year AFROTC Program	4 or 5-Year AFROTC Program
Time remaining until you'll receive your bachelor's degree	2 ½ or 3 years (Fall Start only)	3 ½ years (Spring Start only)	4 to 5 years (Fall Start only)
Year 1 Classes - Fall	LLAB, AFR 1101, AFR 2130	N/A	LLAB, AFR 1101
Year 1 Classes - Spring	LLAB, AFR 1120, AFR 2140	LLAB, AFR 1120	LLAB, AFR 1120
Year 1 – Summer	FIELD TRAINING	NONE	NONE
Year 2 Classes – Fall	LLAB, AFR 3220	LLAB, AFR 1101, AFR 2130	LLAB, AFR 2130
Year 2 Classes – Spring	LLAB, AFR 3231	LLAB, AFR 2140	LLAB, AFR 2140
Year 2 – Summer	NONE	FIELD TRAINING	FIELD TRAINING
Year 3 Classes – Fall	LLAB, AFR 4201	LLAB, AFR 3220	LLAB, AFR 3220
Year 3 Classes – Spring	LLAB, AFR 4211	LLAB, AFR 3231	LLAB, AFR 3231
Year 4 Classes – Fall	N/A	LLAB, AFR 4201	LLAB, AFR 4201
Year 4 Classes – Spring	N/A	LLAB, AFR 4211	LLAB, AFR 4211
Year 5 Classes - Fall	N/A	N/A	<i>LLAB only for 5 year program</i>
Year 5 Classes - Spring	N/A	N/A	<i>LLAB only for 5 year program</i>

General Military Course (GMC)

The GMC consists of four one-hour courses offered in the spring and fall only. Each semester you are in GMC must include a two-hour LLAB and physical fitness sessions twice weekly. As seen in the AFROTC Programs table, it is possible to take these 1-hour courses simultaneously to compress the GMC period from 2 years to 1 ½, or even 1 year; however, the 2-year program is the preferred approach. During GMC, cadets are introduced to the structure and core values of the U.S. Air Force as well as its storied history. Unless you are a scholarship cadet and in your second year of the program, you have no military obligation whatsoever and can leave at any time while in GMC. The program is designed like this so you can see if a career as an Air Force officer is right for you.

GMC Courses:

- **AFR 1101** (Fall) -- **Foundations of the United States Air Force Part 1** (1 credit)
- **AFR 1120** (Spring) -- **Foundations of the United States Air Force Part 2** (1 credit)
- **AFR 2130** (Fall) – **The Evolution of USAF Air and Space Power, Part I** (1 credit)
- **AFR 2140** (Spring) -- **The Evolution of USAF Air and Space Power, Part II** (1 credit)

Field Training (FT)

Prior to entering the Professional Officer Corps, cadets must successfully complete a four-week Field Training course at Maxwell Air Force Base, Montgomery, Alabama which will test their leadership potential. Earning a FT slot is competitive and selection is based on several performance criteria such as GPA, standardized test scores, and Physical Fitness Assessment scores.

Professional Officer Course (POC)

The POC consists of four semesters of three-hour courses offered only in the fall and spring. Each semester you are in POC must include a two-hour LLAB and physical fitness sessions twice weekly. Unlike GMC, the POC cannot

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be compressed and requires 2 years to complete. POC cadets learn and apply leadership and time management principles and are responsible for the design and execution of all cadet activities. Active duty officers are available full time to guide and mentor POC cadets to ensure they provide quality training for all the cadets in the program. POC cadets conduct the leadership seminars and manage the cadet corps. To develop POC cadets and prepare them to enter active duty, emphasis is placed on small group discussions and presentations on topics such as management, communication skills and national defense policy. As a POC cadet, you sign an Air Force Reserve contract, and this entitles you to a monthly stipend of \$300 to \$500 during the academic year whether or not you receive an AFROTC scholarship.

POC Courses:

- **AFR 3220** (Fall) – **Air Force Management and Leadership I** (3 credits)
- **AFR 3231** (Spring) -- **Air Force Management and Leadership II** (3 credits)
- **AFR 4201** (Fall) -- **National Security Affairs and Preparation for Active Duty Part I** (3 credits)
- **AFR 4211** (Spring) -- **National Security Affairs and Preparation for Active Duty Part II** (3 credits)

AFR 2001 (Fall/Spring) -- AFROTC Leadership Lab (0 credit – S/U grade only)

Just like physical training, all Air Force ROTC cadets must participate in LLAB every semester. LLAB is a cadet-run course that provides excellent opportunities to develop your leadership and followership skills. Our goal in AFROTC is to develop leaders for the Air Force, so LLAB is an essential piece of your development as a future Air Force officer.

Furnished Items

The Air Force ROTC detachment provides all materials free of charge that you'll need in the program to include a variety of uniforms and all AFR course textbooks.

Air Force Careers

In addition to pilot careers, there are a multitude of USAF officer careers for our cadets to choose from. To assist cadets in selecting an Air Force career, we bring in active duty officers from various career fields each semester to talk with our cadets. We also visit nearby military bases and coordinate for orientation flights in actual USAF aircraft. With this background, cadets can make an informed decision on the careers that interest them most. Competition for flying careers occur in the first year of the POC. The selection for non-flying careers occurs at the beginning of the second year in POC.

Naval Science - Naval ROTC

Location/Phone: C.W. Bill Young Hall (CWY) 406; (813) 974-4789

Web Address: <http://www.usf.edu/undergrad/naval-rotc/>

Contact Email: nrotc-naval@usf.edu

The Naval Science Program at the University of South Florida is administered by the Naval Reserve Officers Training Corps (NROTC) Unit. This program affords selected men and women the opportunity to receive instruction in Navy specified courses which, in conjunction with the baccalaureate degree, will qualify them for a commission in the United States Navy or Marine Corps. Students enrolled in the university who are physically and mentally qualified are eligible to apply for the NROTC program. As naval officers, USF NROTC graduates become eligible for varied careers, serving in aviation squadrons, on surface ships, on submarines in the nuclear power program, at naval installations all over the world, or in the numerous sub-specialties as an officer of the Marines Corps. With the consent of the Professor of Naval Science, any student, although not enrolled in the NROTC program, is eligible for enrollment in naval science courses. The USF NROTC Unit offers participation through three programs: (1) the Navy-Marine Corps Scholarship Program, (2) the Navy-Marine Corps College Program, and (3) the Three-Year/Two-Year NROTC Scholarship Program.

The Navy-Marine Corps Four-Year Scholarship Program

The NROTC National Scholarship Program is open to young men and women of all races, creeds, and national origin who are United States citizens. Students are selected on their own merit to become officers in the United States Navy and Marine Corps. Scholarship students are appointed Midshipmen, U.S. Navy Reserve. The Navy pays for tuition, fees, textbooks, uniforms, and a monthly subsistence allowance of up to \$400.00 for four years. Scholarship students are normally selected through national competition during their senior year in high school. Although it is not a requirement, a student in the NROTC Scholarship Program is encouraged to pursue a major in engineering, mathematics, chemistry, or physics to meet the technological requirements of the Navy. Other fields of study for a major leading to a Baccalaureate degree are permitted, with the approval of the Professor of Naval Science. Regardless of the major, every scholarship student must complete one year of physics and one year of calculus.

Students must include certain Navy specified courses in their program and complete a program of courses as prescribed by the professor of naval science. Upon graduation, and successful completion of the naval science

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curriculum, the midshipman will receive a commission as Ensign in the U.S. Navy or Second Lieutenant in the U.S. Marine Corps and serve on active duty for a minimum of five years for Navy option and Marine option.

The Navy-Marine Corps Four-Year College Program

The NROTC College Program is designed to train and educate well-qualified young men and women for commissioning. Students in the College Program compete for 3-year or 2-year scholarships which must be earned prior to commencement of junior year. The Navy pays for uniforms and naval science textbooks for the freshman and sophomores each year. Each student is eligible to apply for a two- or three-year Sideload Scholarship through the NROTC unit based on past academic performance, potential, physical fitness and advisor evaluations. This scholarship covers tuition, fees, books and a stipend akin to the 4-Year Scholarship Program. Other students may receive Advanced Standing which only provides a stipend. Those students who do not obtain a Sideload Scholarship or Advanced Standing by their junior year will be dropped from the program. A college program midshipman only acquires a military service obligation after entering the advanced courses at the beginning of the junior year.

Although there are no restrictions on the major college program students may pursue, it is highly recommended that they pursue a course of study similar to that of scholarship students. Students must also include in their program certain Navy specified courses and a program of courses in naval science. Students, upon graduation and successful completion of the naval science curriculum, receive a commission as an Ensign in the U.S. Navy or a Second Lieutenant in the U.S. Marine Corps and serve on active duty for a minimum of five years.

Three-Year/Two-Year NROTC Scholarship Program

The three-year/two-year scholarship program is offered on a limited basis specifically for students commencing their second or third year of college, who were not enrolled in the NROTC program during their freshman and sophomore years. Applications must be submitted during the sophomore year by May 31st. Qualifications for acceptance to this program include demonstrated ability to excel in a math, physical science, or engineering major and who has demonstrated above average performance in integral calculus.

Regardless of the major, every scholarship student must complete one year of calculus-based physics and one year of calculus. Students must include certain Navy specified courses in their program and complete a program of courses as prescribed by the Professor of Naval Science. Upon graduation, and successful completion of the naval science curriculum, the midshipman will receive a commission as an Ensign in the U.S. Navy and serve on active duty for a minimum of five years for Navy option and Marine option.

Summer Training

The NROTC Scholarship Program student is required to complete training of approximately four weeks during each of the three summer recesses. During the first summer period, each scholarship student will receive instruction in aviation training, marine combat training, surface warfare indoctrination, and submarine indoctrination either in Norfolk, Virginia or San Diego, California. The second summer training period will be performed aboard operational ships of the U.S. Fleet. During the third summer, candidates for U.S. Navy commissions will perform training aboard operational ships or aviation squadrons as a junior officer. The student who qualifies for nuclear propulsion training may elect to cruise on nuclear powered ships or submarines. Some midshipmen cruise with allied navies through the Midshipman Foreign Exchange Program. Transportation costs to and from the training sites, subsistence, quarters, and pay of approximately \$365 per month will be paid to every participating student. The candidates for U.S. Marine Corps commissions will perform training at the U.S. Marine Corps Base, Quantico, Virginia. The Marine Option NROTC Summer Training Program, "OCS," is a six-week training program designed to prepare mid-shipmen for appointment to commissioned grade by providing basic military instruction and physical training. An evaluation of midshipmen is made to ensure that they possess the leadership, academic, and physical qualifications required for appointment to commissioned grade in the Marine Corps Reserve. Female midshipmen participate in all NROTC curriculum requirements and activities, including cruises aboard selected ships. A woman who has qualified for Marine Option NROTC Summer Training at Quantico attends the Woman Officer Candidate Course in Quantico, Virginia.

Specified University Courses

In addition to satisfying requirements for a Baccalaureate degree, the student must satisfactorily complete the following four-year curriculum guide, including required naval science courses and specified university courses.

Freshman Year:

- NSC 1110 Introduction to Naval Science (See Note 1)
- NSC 1101L Naval Science Laboratory
- NSC 1140 Sea Power and Maritime Affairs (See Note 1)

Sophomore Year:

- (MAC 2311 Calculus I and MAC 2312 Calculus II) **or** (MAC 2281 Engineering Calculus I and MAC 2282 Engineering Calculus II) (See Note 4)
- NSC 1101L Naval Science Laboratory
- NSC 2212C Navigation/Naval Operations I: Navigation (See Note 2)

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NSC 2220 Evolution of Warfare (See Note 3)

NSC 2231 Principles of Naval Management I (See Note 1)

Junior Year:

NSC 1101L Naval Science Laboratory

NSC 2121 Naval Ships System I (See Note 2)

NSC 3123 Naval Ships Systems II (See Note 2)

PHY 2048 and PHY 2049 Physics I and II (See Note 4)

Senior Year:

NSC 1101L Naval Science Laboratory

NSC 3214C Navigation/Naval Operations II: Seamanship & Ship Operations (See Note 2)

NSC 4224 Amphibious Warfare (See Note 3)

NSC 4232 Principles of Naval Management II (Leadership and Ethics)

NOTES:

1. Undergraduate Naval Sciences required to be completed for all students before Fall semester junior year.
2. Upper-division Naval Science courses required of Navy Options and not required of Marine Options.
3. Required of Marine Option midshipmen only.
4. One year of each calculus and calculus-based physics is required for every Navy option scholarship student. It is recommended, but optional for College Program and Marine Options.

Furnished Items

All uniforms, textbooks, and equipment needed by the student for naval science courses are furnished by the Navy.

Use of Navy Science Courses as University Electives

Academic departments within the university may, according to their own policies, accept naval science courses as electives to fulfill requirements in their academic program.