Welcome to the Rowan Family

I’m delighted to have this opportunity to welcome you and your family to Rowan University.

In the Division of Student Affairs, we know the vital role parents and family members play in the lives of students. We also acknowledge the sacrifices you have made—and the emotional adjustment it takes—to send your student to a new home-away-from-home.

We truly believe your student will have the best Rowan experience if we are partners with you and your family. This handbook is designed to make the transition just a little bit easier for you and your student.

When students come to college, they often experience challenges that may overwhelm or confuse them as they make new friends, adjust to new academic and behavioral expectations, and encounter periods of growth, self-reflection, and independence. By partnering with parents and family members, we are able to offer a unique, student-centered experience as students progress through the University and ultimately move on to productive personal and professional lives.

While we hope this handbook will be a valuable resource for you and your student—one that helps you adjust to change in your student’s life, provide a sense of comfort and support, and make you aware of the services available to your student as they are immersed in the Rowan experience—it’s only the beginning of our connection with you.

One of the best ways to stay informed is through our Parents & Family web site, www.rowan.edu/parentsfamily. The site includes information, newsletters, sign-ups for the parent email group, and other news that will help you stay abreast of what’s happening here on campus.

Additionally, we encourage you to visit the campus often. Attend athletic and arts events. Participate in Move-In-Day, Family Weekend and PROF’S Day. Make Rowan University your home-away-from-home as well.

Once again, thank you for choosing Rowan University. We look forward to working with you to give your student a truly memorable Rowan experience.

Sincerely,

Richard Jones
Vice President for Student Life and Dean of Students

Division of Student Affairs
Dean of Students Office
Savitz Hall
856-256-4283
Fax 856-256-4469
www.rowan.edu/deanofstudents

The Division of Student Affairs provides comprehensive and integrated services, programs and activities that help students successfully transition into, through, and out of Rowan University. In addition to the knowledge, skills, and broadened perspectives students acquire in the classroom, we assist students in clarifying their educational, career, and life plans, developing critical leadership and decision-making skills, making healthy, safe choices, and becoming engaged members of our diverse, vibrant community.

Core Values
Inclusiveness
Integrity
Leadership
Service
Collaboration
Dear Parents and Family Members,

On behalf of the Office of Student Enrichment and Family Connections, it is my pleasure to welcome each of you to your Parent and Family Orientation. We are honored that your student and you have chosen Rowan University as your undergraduate home. Our faculty and staff take great pride in ensuring that our academic and co-curricular offerings provide and support a collaborative learning environment that promotes the education of the whole person within a global society.

Rowan University has a strong tradition of providing a quality collegiate experience for our students that augments their understanding and development in the areas of inclusiveness, integrity, leadership and service. The more that you know about how Rowan University is organized the easier it will be for you to encourage your student to take advantage of what we have to offer. Your participation in this Orientation Program will afford you the opportunity to enhance your knowledge of your university, network with faculty/staff/students, and to have your questions answered.

As you know, the educational experience of each student results from a thoughtful and caring partnership between the university, the family and the students. It is our sincere desire that our new partnership will produce great results, including the graduation of professionally qualified, globally conscious and civically engaged men and women.

Sincerely,

Julie A. Peterson, Director
Office of Student Enrichment and Family Connections

Things to Remember

- [http://www.rowan.edu/studentaffairs/parentsfamily/](http://www.rowan.edu/studentaffairs/parentsfamily/) This is your online road map to Rowan University. Check here for important dates, join the parents connection email group, helpful tips, links to popular departments, and general campus information.

- Enjoy “Welcome Aboard The Brown-Eyed Susan”, a parent and family STEP UP Program as part of Freshmen Move-In Day. [www.rowan.edu/parentsfamily/move-in-day](http://www.rowan.edu/parentsfamily/move-in-day)

- Family Weekend Information is online at [www.rowan.edu/parentsfamily/family-weekend](http://www.rowan.edu/parentsfamily/family-weekend)

- Need help and do not know where to start? Call the Office of Student Enrichment and Family Connections at (856) 256-4596, and we can help you figure it out.
The Division of Student Affairs provides comprehensive and integrated services, programs and activities that help students successfully transition into, through, and out of Rowan University. In addition to the knowledge, skills, and broadened perspective students acquire in the classroom, we assist students in clarifying their educational, career, and life plans, developing critical leadership and decision-making skills, making healthy, safe choices, and becoming engaged members of our diverse, vibrant community.

We place an emphasis on students making lifestyle choices now that will have a positive impact upon their health and success throughout the college experience and beyond through STEP UP:

The following Rowan University departments and programs may assist your son or daughter to be a successful student. Encourage your student not to wait for others to set their pace.....STEP UP! – Allowing them to take control of their own decisions and live the best Rowan experience possible.

As a STEP UP partner in the success of your student, parents and family members can serve as a coach, mentor, motivator and a resource in the education of their student. Rowan online resources, such as Student Health 101 ✎ Rowan University, Rowan University’s Publications and Presentations, and the various colleges and departments webpages, http://www.rowan.edu/home/academics/colleges-schools may prove to be helpful to you in understanding what your student may be experiencing.

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## FIRST YEAR TRANSITION

The Office of Student Enrichment and Family Connections understands that a student’s first year of college may be drastically different from his/her high school experience. There are new challenges, new people, and various opportunities.

We have highlighted some of the biggest transitions below to help you and your student acclimate to their new home away from home:

<table>
<thead>
<tr>
<th>Class Rank</th>
<th>HIGH SCHOOL</th>
<th>ROWAN</th>
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<tbody>
<tr>
<td>Most Rowan students excelled in high school and ranked in the top of their class. Rowan is competitive in its admissions process.</td>
<td>Now, your student competes with the best students from many high schools. First year grades often are lower than in high school. There are now different academic pressures on a student. If there are academic issues, please encourage them to contact the Academic Success Center for assistance. Free tutoring is available.</td>
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<tr>
<th>Housing Arrangements</th>
<th>HIGH SCHOOL</th>
<th>ROWAN</th>
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<tr>
<td>Often, students had their own rooms and only shared a bathroom with family members.</td>
<td>Students live in a totally new environment, often with a stranger. One of the greatest challenges students face involves resolving issues among roommates. Students can resolve almost all disputes and issues on their own or with the help of RA's and the Residential Learning staff. We have considerable experience assisting students with resident issues and will be happy to work with your student to help with any situation that arises.</td>
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<tr>
<th>Academics</th>
<th>HIGH SCHOOL</th>
<th>ROWAN</th>
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<tr>
<td>Rigid, recurring schedule. Most of the day is spent in class. Classes usually meet five times a week. Teachers often remind students when assignments are due.</td>
<td>Most classes meet one or two times a week and may be at night. Less time is spent in the classroom and more time is devoted to studying. Students have flexibility to select a convenient class schedule that fits their personal lifestyle. The course syllabus is an important document and should be referred to frequently for due dates and assignments. Meeting with their advisor each semester ensures that students stay on track.</td>
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<tr>
<th>Time Management</th>
<th>HIGH SCHOOL</th>
<th>ROWAN</th>
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<tr>
<td>Students spend more time in the classroom. Outside activities usually involve sports, jobs, and friends.</td>
<td>Students spend more time studying than actual time in the classroom, with at least 2-3 hours of study for each hour of class. Many professors do not lecture from the book, but students are responsible for knowing the content. Outside activities also take up time. The Office of Disability Resources offers Time Management seminars for students struggling with their schedules. Students should learn to manage their own time.</td>
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<tr>
<th>Exams</th>
<th>HIGH SCHOOL</th>
<th>ROWAN</th>
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<tr>
<td>More frequent exam schedule, often at the end of a chapter or unit.</td>
<td>Exams occur less frequently. Some classes only have a mid term and final. These exams cover more content than a high school exam.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Autonomy</th>
<th>HIGH SCHOOL</th>
<th>ROWAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parents set daily boundaries and establish daily expectations.</td>
<td>Students make their own decisions with little or no direct intervention. They should learn to ask for help when they need it. Parents should support this learning process by asking questions and giving advice when the parent’s role changes to that of a coach/confidant for their student.</td>
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</table>

Your continued support and motivation will ultimately prove to be invaluable during this time of transition for your student. Rowan University is equipped with a caring and professional staff to assist and support your student. We welcome this opportunity to help turn your students into great men and women with excellent analytical and decision-making skills.
When to Intervene

Most students make a smooth transition into college life with just a few bumps along the way. As a parent, you can no longer “fix” things, but you are still one of the most important people in your student’s life. For example, many students want to come home for visits early in the semester and express feelings of being homesick. We suggest that you encourage your student to remain on campus and to become more involved in student life activities - Rowan After Hours, Leadership Rowan, Multicultural Affairs, Residential Learning, Greek Life, Volunteerism, Community Engagement, and Commuter Services, or just hang out with friends. The more time spent on campus, the easier it is to become involved in campus life, and the feeling of loneliness or being homesick will usually pass.

Parents can encourage their students to solve their issues independently, by learning about our services to better direct them to the right office. Students with academic issues should visit the Disability Resources and the Tutoring Services. Students with concerns about careers or their choice of major should visit our Office of Career Advancement and the University Advising Center. Likewise, students having trouble coping with life’s crises, pressures and transitions may want to seek the assistance of one of our counselors by visiting the Counseling and Psychological Services Center.

The Family Educational Rights and Privacy Act (FERPA) transfers control of the student’s educational record to the student at the college level as college students are considered responsible adults who determine what personal information will be released to whom. Under this law, parents who want to receive a copy of their student’s academic or financial records can do so if their student signs a release form.

There are times, however, that you may need to contact us if you are concerned for your student’s well-being. You know your student better than we do and if your student is having major difficulties, please feel free to contact us for assistance. Some of the signs you may want to look for are failing grades or a dramatic change in grades, missing a lot of classes, withdrawing from friends or not seeking the help you’ve suggested. For these more serious problems, please contact us immediately and we will intervene, but please remember that federal law prohibits us from talking about your student’s situation unless release forms have been signed.

Here are some books and websites that address the identity development of college students as well as the adjustments the entire family must make as students begin their college careers:

Books

Don’t Tell Me What To Do, Just Send Money: The Essential Parenting Guide to the College Years

I’ll Miss You Too: A Parent and Student Guide to Opening Doors and Staying Connected During the College Years

Letting Go: A Parents’ Guide to Understanding the College Years (fifth edition)

You’re on Your Own (But I’m Here if You Need Me): Mentoring Your Child During the College Years

Empty Nest, Full Heart (2nd Edition)

Empty Nest Parenting: Adjusting Your Stewardship as Your Children Leave Home

Helping Your First-Year College Student Succeed: A Guide for Parents

Websites

College Board
www.collegeboard.com

College Is Possible
www.collegeispossible.org

College Times
www.nytimes.com/college

National Resource Center for First Year Experience and Students in Transition
www.sc.edu/fye

US Department of Education – FAFSA
www.fafsa.ed.gov

U.S. Department of Education – Student Aid
www.studentaid.ed.gov
chapter three

LEADING, LEARNING AND LOVING ROWAN UNIVERSITY

In high school, your student was involved. They were in Student Government, a member of at least three clubs, played sports and had a lead in the spring musical.

Perhaps they did not participate as a leader in high school but have decided now to look into different aspects of leadership. Now that they have graduated and decided that Rowan University is the school for them, they can strive to establish themselves as a leader.

Rowan has the answer to develop future leaders. There are over 250 clubs, organizations and honor societies to become involved in. The Greek Community is made up of 37 fraternities and sororities. Rowan students even have the ability to create their own clubs and organizations. Your student has the opportunity to run for various leadership offices and hold numerous positions in various student organizations. These leadership opportunities are available to all students.

On campus learning—leadership opportunities include serving as a Resident Assistant (RA) as an undergraduate and Resident Director (RD) at the graduate level within the Office of Residential Learning & University Housing. Once hired, students participate in training and are then responsible for a part of one of the residence halls located on the campus. If they choose to pursue a graduate degree, they then have the opportunity to become a Resident Director, which offers them responsibility for managing an entire residential building. Resident Assistant applications come out in late September.

Another opportunity is to participate in Orientation and Welcome Week as a member of the Peer Referral and Orientation Staff (PROS). During Orientation, held every year in late June and July, you will see a lot of students on campus with bright gold shirts and backpacks. This special group of students, commonly viewed as “students helping students”, assist freshmen and transfer students in getting acquainted with Rowan, finding their way around, learning about important student and support services, and becoming informed about how to get involved.

The PROS participate in extensive training and are very knowledgeable about Rowan University and its policies, procedures and services. Their services are intentionally designed to assist in the adjustment, satisfaction and persistence of students toward attainment of their educational goals. The PROS, performing in paraprofessional roles, are supervised by qualified professionals and compensated for their services. These students are enthusiastic about attending Rowan and they hope you will feel the same way. The PROS want students and parents to get personal attention, become familiar with the campus and have a pleasurable and rewarding experience at Rowan.

Applications to apply to become a member of the PROS are available in late fall and can be found online at www.rowan.edu/oslp or the Office of Orientation and Student Leadership Programs in Savitz Hall.
chapter four

SURVIVAL TIPS FOR PARENTS, FAMILIES, SIBLINGS (AND THE DOG)

TIP 1: Brothers and Sisters
Tell them what is going on. Establish a family calendar that clearly marks your student’s departure date, but also marks visits, breaks and vacations. That way, everyone will know when your student is coming home.

Do not forget younger siblings during the transition and preparation for college. Often, so much time and energy is focused on gathering everything your student will need for college during the summer that younger children may feel left out.

Have your college-bound student spend some time alone with their siblings. They can go to a favorite restaurant or sporting event, or even spend some quiet time together.

Encourage siblings to stay in touch with one another. This can be done any number of ways – cell phones, IM, email, campus visits or visits back home.

Have something special to share such as a favorite photograph, quilt, t-shirt or other memento.

Keep pre-addressed and stamped postcards handy. That way, anyone can send a quick note to school. You may also want to send a few of these along with your student.

TIP 2: Families
Do not ask your student if they are homesick. This is important to remember because you want them to focus on all the new experiences they are having at college. And, remember, even if they don’t say anything, they do miss you.

Call once or twice a week to listen and to provide advice (not the solution) and encouragement.

Encourage your student to become involved in campus activities. There is something for everyone to experience and share on a college campus.

Encourage them to interact with their Resident Assistant if they are living on campus. Resident Assistants have the training and knowledge to support other students.

Write, even if they do not write back. Try to commit to writing a letter once a month. From a student’s perspective, having something in the mailbox, besides solicitations, is nice.

Pick a special time of the day or week to set aside for communicating with your student. This can be by phone or email, depending on what’s most comfortable for both of you.

Let them know you are thinking of them. Ask questions, but not too many. Be there for your student. They want to know they can always count on you. Keep them informed about what is happening at home.

Surprise your student with a FaceTime with their four legged family member! Students miss their pets more than you may think.

TIP 3: Expect Change
Your student will change. It is natural, inevitable and it can be inspiring and rewarding. The change can be drastic, gradual or somewhere in between.

Some changes are permanent and others are more temporary. For example, a new hair cut or color can be viewed as temporary but a tattoo is permanent.

Maturation is a process and it continues in late adolescence and early adulthood. Be as patient and supportive as you were at other developmental stages.

Keep your sense of humor. Be patient and understanding. You wanted them to have this experience, and with exposure to college comes exploration of new ideas, friends and behaviors.

Be not afraid of growing slowly, be afraid only of standing still.
Chinese proverb
Remember, you can not stop change and you may never fully understand it, but you can accept it. Your student is basically the same person you sent away to school.

TIP 4: Do Not Worry Too Much
Students do become frustrated and often want to vent those frustrations with you. Remember, this is the time to listen, provide advice, give suggestions and ask questions. Encourage students to solve their own problems.

Rely on Rowan University staff to assist students with any difficulties they can not handle on their own. Professors, advisors, resident assistants, counselors and others are here to help. Encourage students to seek out assistance.

Remember that you do not often hear about the triumphs (the new friend, an A paper or special event) but often hear about the crises. Often, they just want to unload with someone who loves them and will always be there for them. Listen, but don’t try to fix things.

Parenting can feel thankless, especially when your student is hurting emotionally because of something that happened at college. Just remember that they are turning to you for support when times are tough.

Celebrate the good things. Send something special when they tell you about the special grade or events that occurred. Encourage involvement and rejoice along with your student.

Children often do not tell their parents how important they are and how much their support and advice means to them. Try to always remember that they are thankful for your presence, especially during the discouraging times.

TIP 5: Visits
Try not to visit the first month. This is truly a time of transition for your student and the more connections they make on campus the smoother the transition into college life will be.

Most students want a trip home after four or five weeks. Plan an activity and welcome them home for that first visit.

Try to visit campus a couple of times a semester, even if it is just for lunch or dinner. Most students really appreciate the visits even if they do not say so. This can also be a time to shop for forgotten or needed items.

Have your student invite a friend to come along on either a visit home or to join you when visiting.

TIP 6: Independence
Give students the time to find their own way at their own pace. Recognize that students make mistakes, become disappointed and have insecurities. It’s all part of growing up.

Let them make their own decisions. They need the freedom to select their major, decide on their class schedule and determine their friends.

Share your opinion and thoughts, but listen carefully to what is being shared. Offer advice when asked but encourage them to analyze the situation to find their own solution. Avoid making decisions for them or telling them exactly what to do.
FREQUENTLY ASKED QUESTIONS

I. Academic Enrichment Opportunities
   Course Selections and Registration; Majors and Exploratory Students; Grades/Family Educational Rights & Privacy Act; Honors Concentration; Academic Honesty; Office of Career Advancement; University Advising Center; Academic Success Center; Disability Resources; Tutoring Services; Computing Services; Study Abroad; and Attendance Policy.

II. Financial Concerns
   Tuition and Fees; Financial Aid; Bill Payment; RowanCard; Student Employment; and Barnes & Noble Rowan University Bookstore.

III. The Wellness Center at Winans Hall
   Student Health Center; Mandatory Forms and Immunizations; Medical Emergencies; Insurance; Counseling and Psychological Services Center; and Medication.

IV. Community Standards & Commuter Services
   Student Code of Conduct; Alcohol and Other Drugs; and Student Discipline.

V. Student Engagement Opportunities
   Volunteerism, Community Engagement, and Commuter Services; Leadership Rowan; Clubs and Organizations; Social Justice, Inclusion, and Conflict Resolution; Athletics; and Campus Recreation.

VI. Public Safety at Rowan University
   Contacting Public Safety; How Rowan Protects Students; Safety Transportation Options; Clery Act; Crime on Campus; Parking; and Commuter Services.

VII. Residential and Dining Services
   Meal Plans and Dining Services; and Dining Dollars.

VIII. Residential Learning and University Housing
   Obtaining Housing; Special Housing Needs; Room Furnishings; Roommates; Computer; Pet; Mailing Address; and Opening Day.

IX. Shuttle Services
   Shuttle Services; and Times and Stops.
I. Academic Enrichment Opportunities

Course Selections and Registration

How does my student register for classes?
As incoming freshmen, their first semester selections are identified for them based on their major. If they have not identified a major, then classes are selected so that they are able to keep their options open while exploring their academic and career choices. Students select their schedules on the second day of orientation. If they are unable to attend orientation, they may register on-line. Advisor information is listed on-line: rowan.edu/home/sem/advising.

Can the pre-selected courses be changed?
It is important that students check with their advisor before making changes. In addition, courses should not be dropped before verifying that alternate classes are available. Registration for a given term continues through the end of the first week of class.

My student is enrolled in a Rowan Seminar class. What is it?
The Rowan Seminar course is an essential part of the Rowan Experience. Rowan Seminars are special sections of regular courses which have a small class size (20 students) and are designed to help facilitate your transition to Rowan and success in college-level work. ALL STUDENTS must complete a Rowan Seminar course; it is a graduation requirement. RS courses can be found all over the University. Some RS courses are related to a major and some are of more general interest. More information is provided; copy the Office of Academic Transition link into your browser: http://www.rowan.edu/provost/academic_affairs/seminar/.

What about scheduling classes after the first semester?
The Registration Information Guide (RIG) will be available online and at the Registrar’s Office in October for the spring semester and in March for the summer and fall semesters. The RIG instructs students when to register for their classes based on their year and number of credits completed. Registration is completed online. Students should meet with their academic advisor before registering for the spring semester to ensure that they register for the correct classes.

Majors and Exploratory Studies Students

What is the procedure for Exploratory students? Are there any services to help them select a major that is right for them?
Exploratory Studies students have the opportunity to meet with advisors in the University Advising Center. Advisors help Exploratory Studies students find a major that best fits them and assists them in registering for classes they need.

When does my student have to declare a major?
Students may declare a major at any time, but must do so before the end of their sophomore year, or upon completing 60 credits. For restricted majors, students must meet criteria to apply. Students who have completed 60 credits may be unable to register for classes until they declare a major. If students are uncertain about which major to choose, they are encouraged to visit the University Advising Center.

Can students change their major once they have selected one?
Once enrolled, if students wish to change their major they should seek the help of their assigned advisor or one of the advisors from the University Advising Center. Some of the majors on campus require a certain GPA to enter the program. It is common for students to change majors and the University Advising Center staff will assist them with the exploration process.

My student needs to be enrolled full-time to receive financial aid and to be eligible for some other benefits. What does “enrolled full-time” mean?
Full-time enrollment is current enrollment with 12 to 17 credits. Rowan uses a flat-rate/same rate of tuition assessment for enrollment between 12 to 17 credits.

What is the difference between dropping and withdrawing from a class?
Dropping a course is considered a change of schedule and can only be done through the first week of class. The course will not appear on the semester grade report or final transcript. Withdrawing from a course can be done after the drop/add period. A course withdrawal results in a grade of “W” for the course, without affecting the cumulative grade-point average. After a certain point in the semester, students withdrawing from a course will receive a WP or WF (pass/fail). Please consult the Withdrawal Signature Schedule provided on the Registrar’s Office site.

What is the difference between a dual degree program and a double major program?
These terms are often used interchangeably as they refer to the completion of two individual programs of study. A dual degree program is typically connected with the College of Education programs, where the programs are linked. Most dual or double major degree programs require more than 120 credits.

Can students still graduate on time if they change majors?
It is possible. However, the decision needs to be made early enough to allow for the completion of all requirements, with special attention to courses with prerequisites.

Grades and FERPA

What is FERPA?
The Family Educational Rights and Privacy Act (FERPA) was passed in 1974 and provides students (not parents) with certain privacy rights regarding their educational record. In general, this means that students need to give their written permission for the release of information about their educational records, even to release information to their parents.

What information is considered private?
Information covered by FERPA includes information about courses in which students are enrolled, grades received, locations of
How do I find my student’s grades?
Students can access their grades online, through Banner Self Service, which is a password protected system. The only way parents may gain access to students’ grades is if the student shares information relating to their Banner capabilities with you.

Hint: When students are home on vacation, ask them to sign on to Banner and show you their grades. If they’re not going to be home soon, have them send a print out of the grades to you.

My student needs a transcript sent. Can I request a transcript for my child?
Students’ transcripts are considered private under FERPA. Therefore, only students can request transcripts. Transcripts may be requested in writing or online.

My employer and insurance company(ies) require proof my student is attending Rowan to continue benefits and/or to receive a good student’s discount. How can I get proof of enrollment to continue these benefits?
Students may obtain a certification of attendance online. Alternately, students may request certification documents by following directions as listed by the Registrar’s Office at www.rowan.edu/provost/registrar/forms.html.

Honors Concentration
Is there an Honors program at Rowan? If so, how can my student become involved?
The Thomas N. Bantivoglio Honors College allows Rowan students to enroll in a variety of courses for various majors. Usually, students complete their General Education course requirements in the Honors Concentration. The Honors Concentration emphasizes challenging coursework and enhanced educational experiences. Students who are eligible and want to join the Honors Concentration, have to take the following steps:

- Incoming freshmen with a minimum SAT score of 1770 and/or a minimum ACT score of 26 receive invitations to apply to the Honors Concentration. To be accepted, prospective students are asked to demonstrate high academic achievements, extra-curricular activities and service projects during their high school. They are also asked to submit a letter of reference.
- Current Rowan students who make it on the Dean’s list during their first semester at Rowan University are invited to apply to the Honors Concentration. To be accepted, they have to demonstrate academic achievement, active involvement in campus life and extracurricular activities. The applicants are also asked to submit a letter of reference on their behalf from a Rowan faculty member.
- Transfer students who have earned 3.33 or higher GPA in their previous institution are invited to apply to the Honors Concentration. To be accepted, they have to demonstrate participation in extracurricular activities at their transferring institution and the capacity to complete the Honors Concentration within the normal degree period.

Academic Honesty
What is Academic Honesty?
An honest presentation of knowledge should be the goal of all persons in the classroom. Unfortunately, sometimes students are tempted to take inappropriate shortcuts in completing assignments. These inappropriate shortcuts often result in academically dishonest practices.

What is Academic Dishonesty as Defined by Rowan University?
- Cheating occurs when a student intentionally uses or attempts to use unauthorized materials, information or study aids in any academic exercise.
- Falsification occurs when a student intentionally fabricates or invents information or citations in any academic exercise.
- Plagiarism occurs when a student intentionally and knowingly represents the words or ideas of an other as his or her own in any academic exercise.
- Facilitating academic dishonesty occurs when a student intentionally and knowingly helps or attempts to help another commit an act of academic dishonesty.

Office of Career Advancement
What is the Office of Career Advancement and what services does it offer?
The Office of Career Advancement (OCA) provides assistance to students in exploring their talents and interests, majors, job search strategies, and career goals. The online career management system PROFS JOBS affords students the opportunity to have their resume critiqued and research full-time, part-time, summer, and internship positions. The online self-assessment program FOCUS-2 provides guidance and information to help students make important career and educational decisions. OCA also offers a Four Year Planning Guide, www.rowan.edu/studentaffairs/cmc/exploration/FourYearPlan.htm, to assist students with implementing a strategy and timeline for their career goals while at Rowan University.

University Advising Center, UAC
What is the University Advising Center and what services does it offer?
The University Advising Center is a collaborative, learning-centered environment committed to engaging students in the development and implementation of meaningful educational goals, informed academic planning, and major selection consistent with their personal values, interests, and abilities. The University Advising Center serves select undergraduate students in the College of Science and Math and the College of Humanities & Social Sciences, which includes the Exploratory Studies (undeclared) population. Additionally, the UAC assists students throughout the University who are seeking to transition from one college or major to another.

Disability Resources
My student has a learning and/or physical disability. Are there any offices on campus where students can go for assistance?
Disability Resources provides accommodations and assistance to students with various documented disabilities in accordance
with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. Students who meet University admissions requirements (i.e., otherwise qualified to attend the University) are required to submit appropriate documentation so that the University can determine whether they qualify for reasonable accommodations.

The Disability Resource staff coordinate and ensure accessible classes, use of assistive technology, audiotaped books (when available), examination administration in cooperation with the instructor, as well as other services as deemed necessary.

**Tutoring Services**

Are there any tutoring services available?

Tutoring is available free of charge to all Rowan University students. Tutorial Services provides individual, small-group, or drop-in tutoring in most subject areas. Students may request academic assistance on a one-time basis or may be scheduled for regular assistance on a weekly basis throughout the semester.

Supplemental Instruction accompanies courses for which there is a traditionally high rate of tutor requests. These specialized group tutoring sessions are led by trained tutors who attend regular class sessions and work closely with the professor of the selected course. Tutors reinforce specific course material emphasized by the professors, plus use their own successful student experiences to integrate what-to-learn with how-to learn.

**Computing Services**

I want to buy my student a computer. What should I buy?

The Office of Information Resources can provide students with the information they need to keep up with the ever-changing face of technology, including what software and hardware to purchase. Please visit www.rowan.edu/toolbox/hardware for the latest information concerning computer purchases. Please note that the type of computer needed may depend on the student's major or department. Please note that some departments require very specific configurations. Please check with the department before making a purchase. Students majoring in Computer Science or Engineering should check with their professors, as some require laptop computers for class.

Should students have a laptop or desktop?

For the most part, the choice of what kind of computer to bring is up to the individual student. There are areas across the entire campus where students can use the network and plug in their laptops. Every housing area is also equipped with internet capabilities.

What happens if my student gets a computer virus while at Rowan or has another computer problem while on campus?

The Tech Center (Student Workshop) located in Memorial Hall offers free computer help to all Rowan students. Students simply bring their computer to the center and computer technicians work to fix any problems.

How does my student connect to Rowan Wifi?

Rowan University provides wireless internet access through three networks. For full details on how to connect your student’s technology to Rowan’s network, please visit https://irt.rowan.edu/services/network.html, or contact the IRT Workshop at 856-256-4400. The IRT Workshop is located in Memorial Hall.

**Study Abroad**

Does Rowan offer a study abroad program?

Yes. Rowan’s study abroad program currently sends students to over 50 countries around the world with over 200 programs to study. Students receive credits by taking classes at colleges and universities located in the country where they are studying. For more information view the website at http://www.rowan.edu/home/international-center/education-abroad.

**Attendance Policy**

Does Rowan University have a mandatory attendance policy?

Attendance Policy – Faculty & Students Responsibilities

Classroom experiences vary greatly among disciplines, deliveries and instructors. Rowan’s community of learners is best realized when teachers and learners interact in ways deemed appropriate for any particular class. Thus, although what constitutes attendance can differ from course to course, the following applies to all courses:

Responsibilities of Students

1) Students are expected to be present at each meeting of each scheduled class for which they are officially registered. Students are responsible for knowing the instructor’s attendance policy as stated in the syllabus.

2) Students absent for any of the following reasons:
   - Religious observances,
   - Official University activities,
   - Documented illness,
   - Death of a family member or loved one,
   - Inclement weather,
   must inform their instructor with official or written documentation before the fact in cases of religious observances and official University activities, or as soon as possible thereafter in cases of illness, death of a family member or loved one, and inclement weather. Students should consult with their instructor regarding acceptable documentation.

3) In the case of rare and compelling circumstances not listed in #2 above, students should make every effort to discuss reasonable accommodations with the instructor in advance if feasible or as soon as possible afterward.

Responsibilities of Faculty

1) Faculty are expected to keep accurate attendance records.

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2) Attendance requirements must be part of the syllabus provided to students prior to the end of the drop/add period.
3) In the case of #2 under Student Responsibilities, faculty must make reasonable accommodations to provide these students the opportunity to make up their written work, tests, or other assignments at the earliest possible convenient time. In cases where graded classroom activities cannot be repeated and the student has not exceeded the maximum number of allowable absences (as explained below under #6), the faculty member will either provide an alternative graded exercise to replace the missed activity or remove the activity from the calculation of the student’s final grade.
4) Faculty are under no obligation to make special provisions for students that are absent for reasons other than those listed above. However, faculty are encouraged to consider accommodations for rare and compelling circumstances.
5) If a student develops a pattern of excessive and/or unexplained absences, the faculty should advise the student to request assistance from the Vice President for Student Life/Dean of Students.
6) Faculty (singularly or as part of a department or program) may establish additional reasonable attendance criteria that are consistent with the above. This may include setting a maximum number of absences for a course---whether excused or unexcused---after which a student should withdraw from the class with a WF. If the Vice President for Student Life/Dean of Students determines, in consultation with the faculty member, that excused absences were a significant factor, the withdrawal may be altered to a simple W.

II. Financial Concerns

Tuition and Fees
What is the cost of tuition and fees?
Tuition and fees are set by the Board of Trustees annually as part of the University’s budgeting process, which occurs each year in June. Therefore, for planning purposes, please refer to current costs and budget for a reasonable increase since Rowan’s tuition and fees historically increase each year. Rowan charges one rate for full-time undergraduate students taking 12 credits or more and a per credit rate for undergraduates taking less than 12 credits. Bills will reflect the actual amount due for the semester.

Financial Aid
What types of financial aid are available?
There are a variety of financial aid programs available at Rowan for your student. Programs may be funded by the Federal Government, the State of New Jersey (for New Jersey residents), and/or the university or other outside groups.

Where is the best place to get information about financial aid?
Please visit the Financial Aid website, www.rowan.edu/provost/financialaid/. There is information about grants, loans, work-study, Rowan scholarships and external scholarships on the website.

Do many students and parents rely on loans to pay for college?
Yes. Student and parent loans make up approximately two-thirds of all financial aid available at Rowan University. Nearly 70 percent of our students receive some form of financial aid, such as grants and loans, or scholarships.

Bill Payment
What is the deferred payment plan, how much does it cost and when are payments due?
With the deferred payment plan, students pay half the account balance at the beginning of the semester. The second half of the bill is due 8 weeks after the start of the semester. There is a small fee to use the deferred payment plan each semester. The deferred payment plan is available to any student (full or part-time) who chooses to use it during the registration/payment process.

When are bills electronically sent out?
Fall bills are normally emailed by the Bursar’s Office to the student’s Rowan University email account the first week of July and spring bills are emailed the third week of November. In order to protect your student’s registration from cancellation, payment must be received at the University on or before the proper due date.

When are bills due?
Fall bills are due at the beginning of August and spring bills are due in the middle of December.

RowanCard
What is a RowanCard?
The RowanCard is the official photo identification of the University and should be carried at all times. Although one card, it has several uses. It is used for identification purposes, as a meal plan/dining dollar account, and as a Rowan Bucks account. For further information, please refer to: rowan.edu/studentaffairs/rowancard/about.php.

How does my student open a RowanCard and how can I add money?
To open a RowanCard, students need to visit the Bursar’s Office in Savitz Hall. Students and parents can continue to deposit money in person or online. The Bursar’s Office accepts cash, checks or credit cards. Please remember to include your child’s identification number in the memo section of the check.

Student Employment
Should students work during their first year?
While we do not recommend that students work their first semester, we recognize that some students must work to supplement their financial resources. Many students will get jobs once they establish themselves as students.
Are there work-study jobs on campus that students may apply for?  
Yes, work-study programs are a valuable way to acquire skills, practice good work habits and earn money. Plus, with jobs on campus, transportation is not an issue and offices understand that students need to put academics first, especially at exam time. Rowan spends more than a million dollars on student payroll with funds available from the federal government (federal work-study) and the University’s fiscal budget (institutional work-study).

How do students find out about employment opportunities available at Rowan?  
The Financial Aid Office maintains an online database that students can search for jobs on campus. Positions vary from general office work to pre-professional opportunities and pay rates depend on the job difficulty. Offices post jobs on the following website: www.rowan.edu/wjobs and students will need to apply directly to the office where the vacancy exists.

How do students find out about employment opportunities available off-campus?  
Students are encouraged to register with PROFS JOBS, the Office of Career Advancement’s PROFS JOBS is a one-stop-shop for your career search needs. Search for full-time, part-time, summer, and internship positions. Have your resume critiqued and posted in the electronic resume bank. Upload cover letters and supporting credentials to include in the on-line application process. View upcoming career fairs and on-campus interview events. It’s convenient, user-friendly, and FREE! The PROFS JOBS system is a web-based program accessible from any computer with internet access 24 hours a day, seven days week. It is only for Rowan students and alumni.

Barnes and Noble  
What services does the Bookstore offer?  
Operated by Barnes & Noble, the store is located at 201 Rowan Blvd. The bookstore is responsible for carrying all required textbook materials. Students have the option of purchasing new, used at a 25% savings, digital (does not apply to all textbooks) or rentals at up to 50% savings of their textbooks. While not all textbooks are currently available in rental form, there is a variety of inexpensive ways to purchase your books thru the Barnes & Noble Rowan University Bookstore. The bookstore accepts all forms of payment including Barnes & Noble Gift Cards and is open Monday-Friday 9a.m.-9p.m. Saturday 10a.m.-9p.m. & Sunday 12p.m. - 6p.m. The café opens 1 hour before the main store.

The bookstore also sells an array of items such as: reference materials, study aids, national best sellers, faculty authors, the Rowan Prof.’s school spirit clothing shop, gift merchandise, computers, computer supplies, school & art supplies. In addition, students may purchase postcards, dorm merchandise, health and beauty aids, greeting cards and items from the Starbucks’ café.

Please feel free to call (856) 881-5960 or e-mail sm619@bncollege.com the Bookstore with any questions. www.rowanbookstore.bncollege.com/.

Can my student sell their textbooks back once the semester ends?  
Yes, the bookstore will buy back textbooks at wholesale prices at any time, but will pay up to 50 percent of the original retail price during Final Exam Week/Buyback Weeks, in cash, providing the books are current, in good condition, are needed and are being reused by faculty the following semester.

What is the best way to buy books?  
A valuable free service is the Textbook Reservation Service. The store pulls textbooks (when used copies are at their fullest selection) and holds them for pick-up. Students can also use the store’s website, http://rowanbookstore.bncollege.com/ to place their order for textbooks and other products online.

III. The Wellness Center at Winans Hall  

Student Health Center  
Do students pay for services at the Health Center?  
There is no charge for students to consult with one of the health professionals about an illness, injury or health promotion need. Students are responsible for the cost of prescription medications and outside laboratory, radiology or specialty referrals. As a convenience, the Student Health Center offers certain lab testing, medications and immunizations at a low cost. For these services, students will pay at the time of service and receive a receipt that can be submitted for reimbursement to their health insurance company.

Will my student see a licensed nurse, nurse practitioner and/or a physician?  
Yes, they will see a licensed health professional. Licensed registered nurses are available during all hours of operation. Physicians and/or nurse practitioners are available during business hours Monday through Friday. We are fortunate to have highly qualified staff with experience in emergency care, in-patient hospital care and school health. We have both male and female physicians and a nurse-practitioner who are nationally board-certified in primary care medicine. One of our physicians specializes in sports medicine and is available weekly for consultation at the Student Health Center.

Do students need to make an appointment?  
The Student Health Center schedules appointments for visits with our health care providers. Appointments are typically available the same day or the next business day. This allows students to care for their medical needs at a time convenient for their class and activity schedule. Walk-in evaluations are available when needed and the student will be assessed by a nurse and scheduled an appropriate appointment with a physician or nurse practitioner or transported directly to an emergency facility when necessary.

Can students get a “class excuse” or “doctor’s note” if they miss class because of an illness?  
If students are evaluated at the Health Center for an illness or injury, they can ask for a form verifying their visit. The Student
Health Center is unable to provide a “doctor’s note” to excuse absence from class. Students are encouraged to contact their professors directly to report an illness that results in a missed class. However, professors may have very strict policies about absences, and they may still consider illness as an absence that could affect a course grade. If a student has an illness that is severe or prolonged (referred to as a “documented illness” in Rowan University’s Attendance Policy), the Student Health Center may assist the student in contacting the Vice President for Student Life/Dean of Students for further consideration.

**Do your health records remain confidential?**

Yes, personal and health information is kept strictly confidential according to state and federal laws. No health information will be released by health care providers or other staff to anyone, including parents, without an adult student’s prior written authorization, except in the following situations:

- When there is a risk of imminent harm to the student himself/herself or another person.
- When there is reasonable cause to suspect that a child, elderly person or mentally incompetent person is being abused, neglected or exploited.
- When a court of law orders information to be released.
- When State law requires documentation of immunizations as a condition of attending Rowan University or living in campus housing.

**How can I help my child stay healthy while on campus?**

Many new students find that they get more upper respiratory infections (coughs and colds) than usual during their first year of school. This is due, in part, to changes in eating and sleeping habits, but it is primarily due to increased exposure to people from many regions of the state, country and world. Students are being exposed to more viruses and bacteria as they live and eat in close quarters with other students. The best prevention is for students to wash their hands well (20 seconds of vigorous rubbing with soap and warm water before eating and after spending time with other people).

This sounds like simple advice, but it really works!

Below are some other suggestions:

- Students should carry and use alcohol-based hand sanitizer when they cannot wash their hands.
- Students should not touch their faces (nose, eyes and mouth) without first washing their hands.
- Students should avoid sharing drinks and cigarettes, or playing games that involve kissing people or drinking from previously used cups.
- All students are strongly encouraged to get a flu vaccine every year. This is particularly important for students with chronic health problems such as asthma or diabetes.
- Some infections are spread by sexual contact, and all colleges and universities have students within their population who have sexually transmitted infections. Condoms help reduce the spread of some, but not all, sexually transmitted infections, so the safest sex is no sex. We encourage all parents to discuss the issue with their student before they arrive on campus. Remind them that if they choose to be sexually active they should always use a condom when having sex, including oral sex. Most importantly, they should avoid alcohol and other substances that may cloud their judgment in making healthy choices. Condoms are available at the Student Health Center.

**Should my student have a first-aid kit and if so, what should it contain?**

It is helpful to prepare a first-aid kit. It should include various-sized bandages, antiseptic solution, antibacterial ointment, a thermometer, non-prescription pain and fever reducer such as Advil® or Tylenol® and cold remedies (not liquid Nyquil® or other alcohol-based remedies). Include allergy and asthma medications for all students with asthma or allergy problems. Make sure students have instructions on how to properly take medications.

**Mandatory Forms and Immunizations**

**What health records are required and when are they due?**

There are two parts to a student’s required health forms. The first part is a physical exam and immunization form included in the admissions packet received in the mail. These forms must be signed and dated by a health care provider. If you cannot find them, they may be downloaded at www.rowan.edu/health. The second part is a medical history form that is completed online by the student. A link to the online forms is available on our website. Health requirements are due no later than July 15th for incoming Fall admission, December 15th for Spring admission and April 15th for Summer admission. After the deadline an Immunization Hold will be placed on a student’s records until all required documents are provided. Holds prevent students from registering for upcoming classes, dropping or adding future classes, or receiving grades, so it is important to turn these documents in as soon as possible. In addition, a late fee will be charged for missing the appropriate deadline for submission of required health forms.

**What immunizations are required?**

- 2 MMR (Measles, Mumps, Rubella) Vaccines after the 1st birthday and 30 days apart. In lieu of vaccine records, you can submit lab reports showing positive blood titers.
- Hepatitis B - series of 3 (only for students taking 12 or more credits). In lieu of vaccine records, you can submit lab reports showing positive blood titers.
- Meningitis Vaccine (Menomune®, Menactra® or Menveo®) required prior to living in campus housing, and required of all athletes. A booster dose is recommended if previous dose was 5 or more years ago.
- Tetanus booster in past 10 years – required for Intercollegiate Athletes. Tdap (tetanus-diphtheria-pertussis) booster is recommended for all students.

**My student is planning to play intercollegiate sports. What are the health requirements for participating?**

Once all health requirements are completed, student athletes must contact their coach about the required Pre-Participation Exam, which is done at the Rowan Student Health Center before classes begin. ALL students who do not complete their
Medical Emergencies
What happens if there is an on-campus medical emergency? Students are encouraged to program the University’s Office of Public Safety number into their phone; 856-256-4911, or in the case of a non-emergency, 856-256-4922.

Public Safety’s Patrol Services or Safety & Emergency Medical Services are dispatched to provide assistance until the ambulance arrives, coordinate access to the patient and provide traffic control as needed.

Rowan University also has a number of Blue Lights located around campus, which can alert Public Safety in case of an emergency, and an officer is dispatched immediately.

Insurance
How do I learn more about the student health insurance? New Jersey law requires all full-time undergraduate (12 credits or more) and graduate (9 credits or more) students to have health insurance. Students are automatically charged for coverage unless the Bursar’s Office receives a waiver. If you have your own insurance, you may fill out a waiver form online to have the fee and coverage discontinued, but this must be completed by September for fall entry and by January for spring entry. The student insurance coverage provides major medical benefits and a prescription plan. Part-time or non-matriculated students have the option to purchase health insurance through the university. Students may enroll their spouse and/or children at an additional cost. Please review the health insurance coverage and make your choice carefully.

More information and a link to the student insurance company’s website are available on the Student Health Center website www.rowan.edu/health by clicking on “Health Insurance.”

Counseling and Psychological Services Center
How do I get my student to go for counseling? Will someone from your Center contact my student? We always have a counselor on call during office hours, available for both emergencies and consultations with students, parents, faculty and staff. The Center will be more than happy to talk with you about your concerns for your student. We will work with you to develop a plan for getting your student to make an appointment. We do not, unless there is an emergency, contact students as we find that counseling is much more beneficial when students make the decision to attend and participate. For this reason we encourage students to make their own appointments and do not allow parents or friends to make appointments for them.

How does my student make an appointment for counseling? Students can call to make a first appointment for an evaluation. We have regular intake appointments open throughout the week and we try our best to make an appointment for the student as quickly as possible. In the event that a student has to wait for an intake appointment, we do have an on-call counselor available every day from 11 a.m. until 4 p.m. for emergency walk-ins. Students are informed of that service when they make an intake appointment. Counselors meeting with a student during walk-in hours will evaluate the student’s needs and make appropriate recommendations.

What is the availability of the Wellness Center staff? The office is open Monday through Friday from 8:30 a.m. until 4:30 p.m. After hours appointments are made on a case by case basis at the discretion and availability of the counselor. There is an on-call counselor available for emergencies and consultations. There is also a counselor on call during evening and weekend hours for emergencies. This counselor can be reached 24 hours 7 days a week by contacting Rowan Public Safety.

My student is in counseling at your Center. I am really concerned. What can you tell me about his/her problems and treatment? We are not permitted to share information without the student’s written permission. Please note that this also includes confirmation of student’s attendance in treatment. However, we do have a form of consent, known as FERPA, the student can fill out to release personal information to their parents.

What if there is an emergency? Will I be contacted? The answer to this question depends on the emergency. If there is a life threatening emergency, then you will be contacted by the University at the earliest possible time. When a counselor is concerned about a student’s safety and well-being or if we feel hospitalization is warranted, we encourage students to contact their parents. We will be there with the student, should the student want the counselor there, to provide support and answer questions.

How will counseling help my student? Counseling can be beneficial in many ways. College is a time of growth and discovery and we find that counseling can be helpful in students gaining a better sense of self. College can also be a time of great stress as there are many transitions and counseling is useful in developing coping strategies to manage stress. Finally, some students have mental health disorders, such as major depression, generalized anxiety, panic disorder, bipolar disorder or eating disorders. Counseling is effective in both treating these disorders as well as developing skills to manage the symptoms within a campus environment.

My student wants to take a leave of absence. If students need to leave the University, they may obtain a leave of absence form/university withdrawal/current semester withdrawal/hardship-medical retroactive withdrawal form located on the Registrar’s website.
What drug and alcohol services are provided?
Coordination of drug and alcohol assessment and treatment services are offered through the Counseling and Psychological Services Center (CPSC). Assessments and treatment are provided by licensed psychologists and supervised certified addiction counselors.

I think my student has a problem with alcohol or other drugs. Can you contact him/her?
Students are encouraged to contact CPSC if they want help for an AOD problem, but we cannot contact a student on your behalf. Encourage your student to seek treatment. We adhere to strict confidentiality rules, so we cannot tell you if your student has seen us, whether or not he/she was mandated by the University to do so.

Why would my student be required to have a drug or alcohol assessment or attend an educational class?
If students have an Alcohol and Other Drugs (AOD) violation through Community Standards and Commuter Services, they may be required to complete either a 3-hour educational class, an assessment of alcohol or other drug (AOD) use, or both depending on the severity of the violation.

Do you address tobacco use with students?
Yes. Students who are looking to quit smoking are encouraged to contact us to set up an appointment with a counselor.

Medication
My student is currently seeing a therapist and taking medication. Can that treatment be continued on campus?
Yes, we have a psychiatrist on staff who provides psychiatric evaluations and medication management. We also have master’s level therapists and doctoral level psychologists on staff to provide individual, group and couples therapy. Additionally, we have both doctoral level and master’s level interns. We will work with your student to provide a smooth transition to our services.

Why is my student taking medication?
When one of our counselors feels that medication would be helpful to a student, he/she will make an appointment for a psychiatric evaluation. If, at that time, the psychiatrist recommends medication and if the student is agreeable, then the student will be given a prescription. Students may also make requests to see the psychiatrist for medication. When the counselor agrees that it could be an effective treatment step, an appointment will be made. All students are required to first see a counselor for an intake evaluation before an appointment can be made with the psychiatrist. We do not prescribe medications lightly and our psychiatrist works closely with students to ensure that they are taking their medications correctly and understand both the benefits and potential side effects.

Hotline
Does Rowan have a hotline and, if so, how does it work?
Yes, Rowan has a telephone hotline. It is run by specially trained Rowan students under the supervision of professional staff members. The students respond to calls for help and provide information on common college issues. Students can reach the HELP Hotline at 856-256-HELP(4357), seven days a week, 9 p.m. to 12 midnight.

IV. Community Standards

Student Code of Conduct
Is there a Student Code of Conduct?
Yes, Rowan University is an academic community and as such the University developed a Student Code of Conduct to set forth the standards and expectations that are consistent with the University’s purpose as an educational institution. The University believes in the principle of student freedom, coupled with an acceptance of full responsibility for one’s behavior and the consequences of such behavior. The Student Code of Conduct can be found in its entirety in the Rowan University Student Handbook which can be found on the Student Life website.

Alcohol and Other Drugs
What is Rowan’s position on the use of alcohol and illicit drugs?
Rowan University is committed to the pursuit of a quality education by providing an environment that promotes optimal health and well-being to all members of the campus community.

Alcohol and illicit drug use can pose many health risks. Such use may result in impaired judgment and coordination, physical and psychological dependence, damage to vital organs, inability to learn and retain information, psychosis and severe anxiety, unwanted or unprotected sex, injury or death.

In light of this, the Rowan University Alcohol and Other Drugs Policy prohibits all use of illegal drugs and only permits the consumption of alcoholic beverages in a manner that is responsible and adheres to restrictions imposed by law and University standards of conduct. To read our policy, please refer to the Student Handbook.

Student Discipline
If an incident is being handled in the courts, may the University also take action?
Yes, students sometimes find that their involvement in an incident is reviewed by two or more jurisdictions (e.g., the University discipline system and the civil and criminal justice systems). However this does not necessarily mean that a student will be placed in “double jeopardy.” The purpose of the Student Discipline process is to determine if students will remain a member of this academic community and, if so, under what conditions.
If a student is charged by the Office of Community Standards, does that mean that he/she will be out of school?
Some violations may result in sanctions that separate a student from the University. The majority of cases, however, result in sanctions that allow the student to remain at the University.

Will having a “disciplinary history” affect a graduate's employment opportunities or choice of graduate schools?
A student who is suspended or expelled will have a disciplinary notation on their transcript. The transcripts of students who are assigned lesser sanctions do not reflect these disciplinary sanctions.

Are student interactions with the student discipline system kept confidential?
Yes, under The Family Educational Rights and Privacy Act student disciplinary records are considered private. This record may only be accessed by the student, anyone with the student's authorization or in response to a court order. This educational record may also be shared with other members of the academic community with a legitimate need to know.

How long are student disciplinary files kept?
Generally, student disciplinary records are maintained for seven years after the last year of attendance.

How can parents help students who have been charged?
Although the Office of Community Standards suggests that accused students contact their parents early in the process, some students choose not to do so. Parents who are contacted by their student about pending disciplinary action may want to suggest that the student sign an authorization for the Office of Community Standards to talk with the parents about the case.

How can parents help students avoid becoming involved in the student discipline process?
Parents can be proactive with their students by discussing some of the various situations they will encounter on campus (e.g., those related to alcohol use and abuse, roommates/neighbors, members of the opposite sex and personal safety).

Do students charged with a violation need an attorney?
Students (accused, victim, witness) who appear at a disciplinary hearing may have an advisor accompany them. The advisor may provide advice but will not be permitted to question witnesses or to present information at the meeting. (Having an attorney or parent serve as an advisor does not change the role of the advisor.)

Are legal services available for students?
The Student Government Association (SGA) retains the services of legal counsel for the benefit of any student. While the SGA lawyer does not pursue individual cases in court on behalf of students, he/she does provide advice and counsel on legal matters to enrolled students free of charge. Students may schedule an appointment by contacting the SGA office at 856-256-4540.

How long does the discipline process take?
That depends on the alleged violation being addressed. Administrative hearings with a Hearing Officer can be handled in 7-10 days. Campus Hearing Board hearings can take 2-3 weeks or longer depending on the time in the semester and the complexity of the case.

Where can I find a list of the University's rules?
The Student Code of Conduct and the rules for those students who live in the residence halls are published in the Student Handbook and can be found on the Student Life website.

V. Student Engagement Opportunities

Volunteerism, Community Engagement & Commuter Services
What type of volunteerism, community engagement and commuter service opportunities are available on campus or in the local area?
The Office of Volunteerism, Community Engagement & Commuter Services (VCECS) provides programming, resources, and support to promote a Rowan community of active citizens. VCECS works with the university faculty and community partners to design a range of curricular and co-curricular service-learning opportunities. VCECS is the frontline resource to foster, support, and sustain better relations among off-campus students and their neighbors by encouraging and supporting students to become active, responsible, and just members of the community and neighborhoods in which they live. In addition, VCECS serves as the lead provider for commuter student support services and works to establish a sense of inclusion in the Rowan community for commuter students.

Leadership Rowan
Does Rowan offer any leadership development programs for students?
Yes, the University is proud to offer the Leadership Rowan undergraduate program. The Undergraduate Leadership Development Model recognizes the importance and value of preparing our students for leadership roles within the University, within their communities and within the larger context of the global world where they live, study and work. We believe that our role employs the following three concepts:

* **Education:** Students may enhance their leadership knowledge and skills through formal courses of instruction or learning through co-curricular leadership programs, institutes, conferences, retreats and service learning opportunities throughout campus.

* **Empowerment through Personal Development:** Students who engage in leadership development through curricular and co-curricular programs gain important and useful skills that assist them in becoming effective leaders in their lives, professional success in life. The personal development, confidence and growth in self-esteem that accompany the learning of new
leadership skills are key elements for both personal and professional success in life.

* Enriching the Rowan Community through Leadership: The contributions that Rowan University student leaders make to their peers, their University, and their communities is important to the continued growth and richness of the University, and the communities that benefit from their leadership. Students who serve the communities in which they live through leadership initiatives not only benefit personally, but also transform themselves and their communities.

This program enables students with the opportunity to build a co-curricular transcript to supplement their resume. For further details regarding this program tool, ProfLink, view the website at rowan.collegiatelink.net.

 Clubs and Organizations

What clubs and organizations are available for students to join?

There are over 250 clubs, organizations and honor societies to become involved in. The Greek Community is made up of 37 fraternities and sororities. Students also have the ability to create a club or organization of their own at Rowan through the Student Government Association. Getting involved in a club or organization is another way for students to meet new people, network, gain professional experience, and make lasting connections.

Social Justice, Inclusion, and Conflict Resolution

How does Rowan support diversity on campus?

The Office of Social Justice, Inclusion, and Conflict Resolution connects the various ethnic, cultural, class, gender, ability, religious, and sexual orientation groups that comprise our community. Rowan University has a diverse student body and SJICR works to ensure that all members feel comfortable, valued and connected. SJICR promotes an inclusive university community where individuals are empowered to grow in their understanding of identity, social justice, and the skills needed to lead a more just society.

What type of cultural diversity celebrations occur on campus?

Rowan recognizes and celebrates the rich diversity of our community and offers cultural programs, lectures, workshops, dinners and films throughout the year. Rowan highlights Latino History Month in November, African-American History Month in February, Women's History Month in March and Asian-Pacific Heritage Month in April.

Athletics

Does Rowan offer athletic scholarships?

No. As a Division III school, the NCAA does not permit us to offer scholarships based on athletic ability. However, financial aid is available based on need through our Financial Aid Office.

How many varsity sports programs are there?

Rowan offers 16 varsity sports programs, 9 women's and 7 men's, all of which compete in Division III of the NCAA, as part of the New Jersey Athletic Conference. Rowan has won numerous conference championships and 11 NCAA national championships. Rowan consistently has students win All-American honors for both academics and athletics.

How can students balance their interest in sports with academics?

Academics come first since intercollegiate athletics at Rowan University serve to assist the university in attaining its overall educational mission. However, we are proud of our sports teams and will actively assist team members with scheduling or academic issues.

Campus Recreation

What does the Rec Center offer?

Rowan Campus Recreation encompasses two facilities, a turf field, a sand volleyball court, a tennis court and three outdoor basketball courts. It is also home to intramural and club sports, group fitness, and personal training.

The Rec Center is a state-of-the art health club open seven days a week for currently enrolled full-time students. Memberships are also available for part-time students, faculty, staff, alumni, and community members. The 92,000 square foot facility features a three-court gymnasium, indoor track, 25-yard pool, four racquetball courts, a cycling room, a group fitness studio, fitness and free weight room areas, full locker/shower facilities, and Shake'd Up. The Rec Center is one of the finest centers in the state for recreational activities, fitness programs, intramural sports, sport clubs and instructional classes.

The Rowan Fitness Center is a 17,000 square foot facility featuring 39 pieces of traditional cardio equipment, 12 pieces of high intensity cardio equipment, 19 pieces of Precor selectorized strength equipment, 6 olympic benches, dumbbells up to 125 lbs, and a Queenax Functional Training System. This fitness center was designed to compliment our existiting recreation facility and offer a wider range of activities for students.

Does Rowan offer club sports or classes for students not involved in varsity sports?

Yes. Rowan has a variety of over 40 sports activities available at the club or intramural level as well as an extensive class schedule for students who enjoy working out in the company of others. Personal trainers are also available to assist students in developing a program that meets their needs.

Campus Shuttle Service

Does Rowan provide transportation on and between the campuses?

Our shuttle services offers transportation internally, campus-to-campus (Glassboro-Camden) and South Jersey Technology Park (SJTP). Shuttle services are free to Rowan students, faculty and staff with valid Rowan ID. Schedules are available on the website at www.rowan.edu/home/map/about/visiting-rowan-university/shuttle-services.
VI. Public Safety at Rowan University

How do I contact Public Safety?
Public Safety can be reached by dialing 856-256-4911 for emergencies and 856-256-4922 for all other matters.

How Rowan Protects Students

How does Rowan protect my son or daughter?
Protective services include police, security, fire safety inspectors, parking officers, communications operators and student workers. Additionally, the Public Safety Office oversees the emergency medical service squad. Rowan has numerous emergency phones located throughout campus. Our police officers are duly appointed and sworn police officers with state-wide jurisdiction.

All of our police officers are graduates of regional police academies and undergo all required training updates and firearms qualifications. Our police officers are armed.

Safety Transportation Options

Public Safety Shuttle Service
The purpose of the shuttle service program is to provide safe transportation to designated stops on campus for members of the University who would otherwise have to walk alone at night or are concerned about their personal safety. The program operates from 7:00 p.m. to 3:00 a.m. while college is in session.

Walking Escort Service
Rowan University is committed in the mission to ensure the health, safety, and welfare of the Rowan community. The Department of Public Safety offers a walking escort service for any student, employee, or visitor who may feel unsafe walking from one location to another on campus. Call (856) 256-4922 to request a walking escort on campus.

Are residence halls patrolled by uniformed officers?
All areas of the campus are patrolled by police and security officers 24 hours a day, seven days a week. However, we do not send patrol officers into residence halls without a specific call for service. Additionally, members of the Student Community Policing Program are posted in several of our residence halls. Officers patrol on foot, bicycles, in cars and even on Segways.

Is there a Public Safety Substation at Rowan Boulevard?
The Rowan University Department of Public Safety was able to establish a Public Safety Substation at Rowan Boulevard’s Building #5 during the fall semester of 2009. The Rowan Boulevard complex houses more than 800 students. We are currently staffing the complex with security personnel (24) hours per day, (7) days a week. Housed within the Rowan Boulevard Substation is the office of the Director of Security. Our Rowan Boulevard Substation is equipped to provide immediate support for the students housed in this state of the art facility, which is vitally important to the safety of the residences.

The safety and wellness of the Rowan Boulevard community members is our highest priority. Events occurring in our neighboring communities are vivid reminders of the need to use caution when going about your daily activities. Members of Rowan University’s Department of Public Safety are here to help. Please feel free to contact us at any time. You can reach the Rowan Boulevard Substation using on campus telephones at #4570, or off campus telephones at, 856-256-4570. If you would like to know more about the services and programs offered by the Department of Public Safety please visit the department’s university website.

Rowan Boulevard residents are encouraged to take care of themselves and to be mindful of the safety of their fellow students.

Clergy Act

Does Rowan comply with the Clergy Act?
Yes, the Jeanne Clergy Disclosure of Campus Security Policy and Campus Crime Statistics Act requires all colleges and universities that receive federal financial aid to distribute a campus security report on an annual basis.

Where can I obtain a copy of Rowan’s Clergy Act annual security report?
A copy of Rowan University’s annual security report is available. The report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or on property owned or controlled by Rowan University; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning public safety, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters.

Crime on Campus

What types of crimes occur on campus?
Rowan experiences the same types of crimes that occur in your own community. Our crime statistics vary from year to year and are posted on the Internet or you may also obtain a copy of our latest Clergy compliance document by contacting Public Safety at 856-256-4568.

Is there a crime prevention program to help protect students and their property?
Yes. Public Safety has full-time Crime Prevention Officers and a dynamic crime prevention program including student crime prevention practitioners. There are a number of special programs designed to help students protect themselves and their belongings.
Parking and Commuter Services
Do students need a decal to park on campus?
Yes. Public parking lots are designated for resident students, commuter students, and employee parking. The Parking Services Office, located in Bole Annex, can provide students with information concerning parking rules and regulations. Remember, freshmen resident students are not permitted to have vehicles on campus.

VII. Dining Services

The RowanCard is the official photo identification of the University and should be carried at all times. Although one card, it has three uses and gives students access to many privileges such as; Identification, Meal Plan/Dining Dollar Account, Printing Capabilities, Residence Hall Building Access, Recreational Access, a Library card, and access to their Rowan Bucks Account).

Meal Plans and Dining Services

Does my student have to select a meal plan if they live on campus?
All students who live in a residence hall are required to purchase a meal plan. Students who live in the apartments are not required to purchase a meal plan.

What meal plan should I purchase for my student?
Rowan University offers meal plans designed for resident students and for commuter and off-campus students. There should be a plan available that meets your student’s needs and eating style. Information about meal plans can be found at the Dining Services website, www.rowan.edu/dining. All plans include Dining Dollars and Rowan Bucks.

How does my student set up a meal plan?
Setting up a meal plan and Dining Dollars account is easy. Just have your student contact the Bursar’s Office at 856-256-4150. Or, students can stop by in person. Payment is required at the time of purchase.

Meal Plan/Dining Dollar Account

When students purchase a meal plan, they also receive Dining Dollars and Rowan Bucks?
Students can use their meal plan account to purchase food in either the Marketplace or from a “meal equivalent” menu in the other food venues around campus. If they go beyond their allocated meals, the university will automatically draw money from their Dining Dollar or Rowan Bucks account. Dining Dollars can be used to purchase food at any on-campus food location in addition to a select number of merchants on Rowan Blvd.

VIII. Residential Learning & University Housing

Residential Learning & University Housing

We have so many questions about living on campus. Is there a convenient place to get all the answers?
Yes. Residential Learning & University Housing maintains a Frequently Asked Questions website with the most commonly asked questions at www.rowan.edu/housing. If you need further assistance please contact the Office of Residential Learning & University Housing at (856) 256-4266 or email us at housingquestions@rowan.edu. They will be happy to send you the information.

Does my student have to apply for housing?
Yes. Your student must apply for housing at rowan.edu/rluh. Students are NOT automatically assigned a room. Once students have been accepted to the University and have paid the acceptance fee required by the Admissions Office, they will receive a card directing them to the Residential Learning & University Housing website to apply for housing.

Does my student have to live on campus?
In compliance with the Rowan University Board of Trustees resolution, it is the policy of this institution that all unmarried undergraduate full-time students, under the age of 21, who will not be living in the residence of their parents or legal guardian, must reside in the university resident facilities until completion of their second academic year (or four full-time semesters).

Students who wish to commute from the residence of their parents or legal guardians must live within a 40-mile radius of the institution and furnish a notarized document confirming this.

My student has special housing needs. How do I get a medical request granted?
Students who apply and have a special need must supply a written letter (on physicians letterhead paper, no notes) from their attending physician indicating their recommendation for their housing needs with the Office of Disability Resources. All recommendations are reviewed and decided upon afterwards. Special requests should be made early while rooms are available. Only after students have registered with the Office of Disability Resources will requests be considered.

What are the room furnishings?
Each student is assigned a desk, desk chair, twin size bed frame and an extra-long twin size mattress (80 inch). Depending on the building the room will have either a dresser, wardrobe or large closets. All bedrooms are wired for network, cable and phone service.
Apartment common areas include a kitchen refrigerator, stove/oven, cabinets and sinks. The bathrooms include a toilet, shower, sink, vanity countertops, cabinets and mirrors. Living rooms include couches, chairs, coffee table, dining room table and chairs.

**What size bed linen should they bring?**
Mattress sizes are 80”. We recommend that you bring extra-long flat sheets.

**Is smoking permitted in the room?**
Smoking is prohibited in all residential buildings. Also, in an effort to promote a positive and healthful physical environment for students. Smoking is prohibited within 50 feet of any building. Designated smoking areas are posted around residential complexes.

**Can my student bring a computer?**
Yes, Rowan resident halls and apartment bedrooms are equipped with a network jack for two computers in each room. Students who require more than two computers can pick up a computer HUB to run up to four computers. All questions concerning computer hardware, connection, software and requirements should be addressed to www.rowan.edu/nss or by calling the Network Services Support Desk directly at 856-256-4400. Wireless services are provided throughout the buildings. Please do not bring your own router.

**Does my student need to bring blinds or curtains?**
Each room or apartment is furnished with either blinds or shades for all windows. We do not recommend that you bring your own window treatments.

**Is my student allowed to bring an air-conditioner?**
Air conditioners are not permitted in any building on campus. We recommend that you bring a window or free-standing fan.

**Can my student bring a pet?**
No! No animals or pets of any type are permitted (including lab specimens) in the residence halls or apartment complexes with the exception of fish in a tank no larger than 10 gallons.

**What will be my student's mailing address on campus?**
Students living in Chestnut, Willow, Magnolia, Mullica, Evergreen, and Mimosa Hall may either obtain their mailbox number and combination online at www.rowan.edu/mailroom or stop by the Mail Room (located on the bottom floor of the Student Center). Please be sure to use the following mailing address format when sending or receiving mail:

Student Name  
Box____Rowan University  
200 Mullica Hill Road  
Glassboro, NJ 08028-1700

Students living in Edgewood Park apartments will have their mail delivered directly to their apartment. Please be sure to use the following mailing address format when sending or receiving mail:

Student Name  
Edgewood Park Apts. #__  
Glassboro, NJ 08028

Students living in Holly Point Commons will have their mail delivered directly to this location. Please be sure to use the following mailing address format when sending or receiving mail:

Student Name  
Holly Points Commons  
15 Carpenter Street  
Glassboro, NJ 08028

Students living in the Townhouses can pick up their mail at the Community Building. The apartment key will open your assigned mailbox. Please be sure to use the following mailing address format when sending or receiving mail:

Student Name  
290 Mullica Hill Road, Apt.#__  
Glassboro, NJ 08028

Students living in Rowan Boulevard will have their mail delivered directly to the apartment complex lobby area. Please be sure to use the following mailing address format when sending or receiving mail:

Student Name  
100 Redmond Avenue  
Glassboro, NJ 08028

Students living in Whitney Center will have their mail delivered directly to to the apartment complex lobby area. Please be sure to use the following mailing address format when sending or receiving mail:

Student Name  
300 Rowan Boulevard  
Whitney House Apt.#__  
Glassboro, NJ 08028
Students living in any of the Afilliated Student Housing Nexus properties, will have their mail delivered to the buildings ground floor mailroom. Students can access their mailbox with their 3 digit code, which they will receive upon move-in. Please be sure to use the following mailing address format when sending or receiving mail:

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Student Name</th>
<th>Student Name</th>
<th>Student Name</th>
<th>Student Name</th>
<th>Student Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>220 Rowan Boulevard</td>
<td>57 North Main Street</td>
<td>230 Victoria Street</td>
<td>114 Victoria Street</td>
<td>223 West High Street</td>
<td></td>
</tr>
<tr>
<td>Apartment Number ___</td>
<td>Apartment Number ___</td>
<td>Apartment Number ___</td>
<td>Apartment Number ___</td>
<td>Apartment Number ___</td>
<td></td>
</tr>
<tr>
<td>Glassboro, NJ 08028</td>
<td>Glassboro, NJ 08028</td>
<td>Glassboro, NJ 08028</td>
<td>Glassboro, NJ 08028</td>
<td>Glassboro, NJ 08028</td>
<td></td>
</tr>
</tbody>
</table>

What happens on opening day?
Opening day is filled with exciting events for all students marking the beginning of the academic year. When a student comes on to the campus they will report directly to their housing assignment. Upon arrival, they will meet their RA/RD staff. The staff will issue their key. Once they are in the room, they will be asked to inspect the room and sign the RCR (Room Condition Report). Once the RCR is signed by the RA/RD staff and the student, the student will be able to move in.

What is there for my student to do on weekends?
Most students stay on campus during the weekends and participate in a number of scheduled events. Student University Programmers (SUP) is a student organization that programs fun campus events and activities for Rowan students. Rowan After Hours (RAH) provides free events every Thursday, Friday, and Saturday night from 9 p.m. - 1 a.m. in the Chamberlain Student Center.

SUP and RAH are designed to offer students social, cultural and interactive programs such as: live band performances, comedy shows, all the latest video games, music and dance, open mic, billiards, game shows, novelties, inflatables, movies, photo activities, food, and off campus bus trips.

How does my student find out about what is going on?
Students can keep up to date by checking the online calendar of events or by getting information at the Student Center Information Desk, located in the Chamberlain Student Center. In addition, information on upcoming events is emailed to students and is posted on the Student Portal, which is where students log on to check their email.

What is available off campus?
Students are never far from the finest shows, museums and sporting events in the Delaware Valley. Often, such activities are planned and transportation is arranged. The Glassboro Campus of Rowan University is within driving distance of some of the East Coast’s most popular entertainment and sporting venues. Bus service is easily available from Rowan's campus into Philadelphia, check schedules at the Chamberlain Student Center’s Information Desk.

Roommates
Can my student request a roommate?
Many variables control whether or not you will be assigned with a roommate you requested. You must be sure that the person has also specified you as a roommate. Both housing contracts and deposits should be mailed in together. All requests should be made early enough in the application process. Finally, there are still no guarantees that student will be matched up together. When this happens students will be allowed to make a room swap after the third week of the semester, in order to match up with friends.

What happens if students move in and discover that they cannot get along with their new roommate?
Meeting a new roommate and living with someone new can be a hard transition. The Office of Residential Learning & University Housing encourages all new roommates to take the time to get to know one another. Emergency room changes are done throughout the semester on a case by case basis. Room changes are done based on availability and with authorization from the central office in Savitz Hall. The RA staff is trained on assisting students to talk things over and to come to an agreement. Many times a short mediation between the students is all that is needed to get everyone on the right track. Students are encouraged to see their RA prior to coming to the central office.

VIII. Shuttle Services
Shuttle Services
What are the times and stops for each shuttle?
Shopping Shuttle:
Rowanshuttle offers Wednesday and Friday evening shopping for students (see the internal shuttle schedule. All students with a proper ID will be picked up at the Student Center and taken to the Glassboro Shopping Center only. The shopping shuttle will start each Friday at 6:00 p.m. and end at 8:00 p.m. After returning to campus, students will be dropped off at any of the eight internal shuttle stops. There will be no shopping shuttle during holiday breaks or when classes are not in session. Please take note of the pick-up and drop-off times. Students missing the shuttle will need to find their own means of transportation. The driver will not make a special trip for them.

Starting Fall 2018, a shuttle to the Deptford Mall will be offered on Friday. The shuttle will depart for the Deptford Mall at 1:15pm from James Hall, shuttle stop #5. The bus will drop students off ath the Deptford Mall entrance at parking lot B8, near Sears. The bus will depart from this same location and return to the Glassboro campus at 4:15pm. Students are reminded to be prompt, as any student missing the shuttle will be responsible for their own return transportation.
Internal Shuttle:
The Internal Shuttle serving the main campus will run from 7:00 a.m. to 1:00 a.m., Monday through Friday, during fall and spring semesters. A second shuttle will run from 7:00 a.m. to 4:10 p.m. to reduce wait times to no more than 15 minutes. The evening shuttle (serving all routes) will run from 4:00 p.m. to 1:00 a.m. with an average wait time of 30 minutes.

Campus to Campus Shuttle:
The Campus-to-Campus (Glassboro-Camden) locations for fall semester are Robinson/James Halls and the Camden Academic Building. This shuttle runs Monday through Thursday from 7:00 a.m. to 11:00 p.m. and on Friday from 7:15 a.m. to 5:00 p.m. (except for Glassboro outbound, which runs until 6:00 p.m.).

The Camden City Shuttle:
The South Jersey Transportation Authority (SJTA) is currently running 2 shuttles that connect the Cooper Medical School of Rowan, Rutgers Tech Campus, Camden Court House, Rutgers Campus, Camden County College, Rowan University Campus in Camden, and City Hall/prosecutor’s office. The shuttle will run Monday through Friday from 6:00 a.m. to 6:00 p.m. with an average wait time of 20 minutes. Shuttle services are free to students, faculty, and employees of Camden County College, Rowan University, and Rutgers University, and Camden County with a valid ID.

For more information, please contact, Rowan University Shuttle Coordinator, John Aderinto, at 856-256-4671 (Office) 856-562-5189 (Cell), or Rowanshuttle@rowan.edu.

NJ Transit Discount
Rowan University has partnered with NJ Transit to offer a 25% discount to all full-time students for bus, rail or light rail monthly passes.

To sign up for a pass, log into Self Service Banner, select the ‘Student’ tab at the top of the screen, then select the “NJ Transit Student Pass Discount” link. Follow the instructions on the page to receive your discount.
chapter six
SERVICES & RESOURCES

Academic Affairs
Savitz Hall
856-256-4012
https://www.rowan.edu/provost/

The Academic Affairs Division works with each of the Colleges and deals with issues regarding curriculum, accreditation, academic policies, the academic calendar, university programs, program review and assessment, student grievances, and academic dismissal. The Provost is the Chief Academic Officer of the University.

The Academic Affairs Division consists of the following departments and offices:

- Office of the Provost
- Vice President for Academic Affairs
- William G. Rohrer College of Business
- College of Communication & Creative Arts
- College of Education
- College of Engineering
- College of Humanities & Social Sciences
- College of Performing Arts
- College of Science & Mathematics
- School of Biomedical Sciences (SBS)
- School of Earth and Environment
- Global Learning and Partnerships
- Rowan University Libraries
- Faculty Center for Excellence in Teaching and Learning
- Office of the Registrar

Academic Advising
Savitz Hall
856-256-4459
www.rowan.edu/academic-advising

Academic advising is a collaborative relationship between a student and an academic advisor to develop educational goals that are consistent with personal interests, values and abilities. Please view the Academic Advising Syllabus, found on the University’s website, to understand your student’s role in an effective advising relationship. All students are assigned an academic advisor. Academic advisors are available to meet with students on an individual basis to review academic plans and explore careers.

Admissions Office
Savitz Hall
877-787-6926
http://www.rowan.edu/home/undergraduate-admissions

This office processes admission applications for undergraduates including out-of-state and foreign students. In addition, the office processes re-admission following academic dismissal or a leave of absence in good academic standing.

ASCEND
Savitz Hall
www.rowan.edu/ascend

ASCEND - Achieving Success through Collaboration Engagement, and Determination

ASCEND is an educational pipeline scholarship program for first generation, underprepared, and/or low income students which utilizes a series of intentional programming to improve student persistence at Rowan University.

The intentional programming includes: advising, tutoring, mentoring, leadership development, supplemental courses, and undergraduate research opportunities. Through faculty, administration, and most importantly, their peers, the ASCEND program inspires academic excellence, enhances the overall college experience, as well as encourages postgraduate educational and career opportunities for students.

The ASCEND team is committed to addressing and meeting the needs of students through a holistic approach of attainment by ensuring our team not only meet the needs of students throughout their undergraduate experience, but prepare them with life skills to succeed once they graduate.

Banner – Student Self-Service
https://adminweb.rowan.edu/

Student may check their grades, pay their bills, register for classes and the Rowan Alert, update personal and Parent/Guardian Demographic info, obtain the NJ Transit Student Pass Discount and more using this online service for students.

Barnes & Noble Rowan University
Bookstore
201 Rowan Boulevard
Glassboro, NJ 08028
856-881-5960
www.rowanbookstore.bncollege.com

Operated by Barnes & Noble, the store is located at 201 Rowan Blvd. The bookstore is responsible for carrying all required textbook materials. Students have the option of purchasing new, used at a 25% savings, digital (does not apply to all textbooks) and or now rentals at up to 50% savings, of their text-books. While not all textbooks are currently available in rental form, there are a variety of inexpensive ways to purchase your books thru the Barnes & Noble Rowan University Bookstore.

The bookstore accepts all forms of payment including Barnes & Noble Gift Cards and is open Monday-Friday 9am-9pm. Saturday 10am-9pm. Sunday 12pm-6pm. The café opens 1 hour before the main store.

Blackboard
http://rowan.blackboard.com

Blackboard Bb-CE is the online home for Rowan professors to post course information/syllabi, grades, class discussion groups and useful links to information relevant to their classes.

Bursar
Savitz Hall
856-256-4150
www.rowan.edu/bursar

The Office of the Bursar is responsible for billing of tuition and fees, payments, third-party agreements, past due accounts/collections, payment plans, refunds, and meal plans. The office offers the following payment methods and plans: Payment by Mail, Payment On-Line, Deferred Payment Plan.

Keith and Shirley Campbell Library
856-256-4600
www.lib.rowan.edu

Rowan University Libraries supports the educational and research mission of Rowan University through the judicious selection, management, promotion, and training in the use of information resources and services and through the provision of an environment conducive to academic and social engagement and the promotion of intellectual curiosity.

Office of Career Advancement
Savitz Hall
856-256-4456
www.rowan.edu/oca

The mission of the Office of Career Advancement is to engage students in the development and implementation of meaningful educational and career goals consistent with their personal values, interests, and abilities.

Career Advising
Student should take advantage of the comprehensive range of services provided by OCA to help them reach their career goals. Students may arrange a meeting with a Office of Career Advancement (OCA) advisor to discuss activities such as identifying interests and skills, starting a job search campaign, writing a resume, and preparing for an interview.

OCA Career Learning Center (Resource Library)
The Office of Career Advancement (OCA) Career Learning Center maintains a comprehensive print and electronic resources to assist with major and career exploration, company research, resume development, interview skills, and job search techniques. The library contains a comprehensive collection of books, periodicals, videos, DVD’s and directories, and online resources pertinent to educational and occupational exploration. Also located in the Career Learning Center are computers for on-line research and to take self-assessment inventory FOCUS-2. To better understand your interests, abilities, and the world of work, you are available to answer all in-person reference questions. Visit the Career Learning Center to relax in our comfortable reading area and take the time to ponder the possibilities of future career achievements.

The Office of Community Standards
Chamberlain Student Center, Suite 210
856-256-4242
www.rowan.edu/communitystandards

The mission of the Office of Community Standards is to articulate to students the standards of behavior expected within the University community. Standards of student conduct ensure respect for all members of the community and maintenance of a collaborative and learning-centered environment as described in the University’s mission statement. Rowan University has instituted a Student Code of Conduct to set forth the standards and expectations that are consistent with its purpose as an educational institution. The Student Code of Conduct has been developed to guarantee procedural fairness to students when there has been an alleged failure to abide by Rowan University’s policies and regulations. While it is the goal of the student disciplinary process to educate students as to the purpose and importance of abiding by the Student Code of Conduct, the University will also issue sanctions as are appropriate and necessary to ensure continued and/or future adherence to this Code, and to protect the University community from disruptive behavior.

Campus Recreation
856-256-4900
www.rowan.edu/rec

Campus Recreation is committed to providing exceptional programs, services, and facilities that promote and encourage a balanced, healthy lifestyle. We are dedicated to creating a safe, welcoming, and inclusive environment that enhances student learning and skill development, fosters enjoyment and appreciation for recreational activities, and enriches the quality of life for the Rowan Community.

Dining Services
Chamberlain Student Center, Ground Floor
856-256-4150
www.rowan.edu/dining

Rowan University Dining is operated by Gourmet Dining Services, L.L.C. Offering a wide variety of food choices across Rowan's Campus. In order to add convenience, affordability, and flexibility for our Students, Faculty, and Staff, they provide a selection of meal plan options that can fit any schedule. Meal Plans can be purchased through the Bursar's Office located on the first floor of Savitz Hall, by telephone at (856) 256-4150, or online. Join us to experience...
the comfort, convenience, outstanding food, and inviting atmosphere designed specifically for you.

Gourmet Dining provides the service of a full time Registered Dietitian to meet the needs of students and faculty with dietary needs. Ranging from allergies, diabetes, religious preferences, sick meals and even picky eaters. The dietitian provides education and counseling free of charge to members of the Rowan Community.

Tapingo is a mobile app that allows students to order food and beverages from Gourmet Dining locations using your smartphone.

Disability Resources
Savitz Hall
856-256-4259
www.rowan.edu/disabilityresources

Disability Resources provides accommodations and assistance to students with various documented disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. Students who meet University admissions requirements (i.e., otherwise qualified to attend the University) are required to submit appropriate documentation so that the University can determine whether they qualify for reasonable accommodations.

The staff coordinates and ensures accessible classes, use of assistive technology, audio taped books (when available), examination administration in cooperation with the instructor, as well as other services as deemed necessary.

Acquiring Accommodations
1. Students requiring accommodations should contact the Disability Resources office upon receiving an acceptance letter or when a disability is identified.
2. Provide the office with required documentation of the disability (please refer to our Documentation Guidelines).
3. Meet with Disability Resources Coordinator.
   a. Fill out Disability Resources Registration Form and Consent for Release of Info
   b. Interview with John Woodruff
   c. Discuss accommodations and develop plan
4. For classroom accommodations, the student must pick up letters certifying eligibility and documentation of the disability (please refer to our Documentation Guidelines) from the Disability Resources office upon receiving an acceptance letter or when a disability is identified.
5. The student is responsible for sharing these letters with faculty every semester.

Financial Aid
Savitz Hall
856-256-4250
Email: financialaid@rowan.edu
http://www.rowan.edu/financialaid

The Office of Financial Aid is committed to helping you receive a return on this investment by providing you with essential financial aid information and resources.

Our Financial Aid professionals can guide you through the process of applying for different types of aid that may help you pay for your college education.

The first step in applying for financial aid is to complete the Free Application for Federal Student Aid (FAFSA). The FAFSA may be completed online at www.fafsa.gov. Rowan University’s federal school code is 003260269. Please keep in mind that student loans are a form of financial aid therefore we encourage every student to complete the FAFSA.

First Generation
https://sites.rowan.edu/studentaffairs/firstgen

Rowan University’s First Generation Support program’s Flying First initiative was developed to help enhance academic success for our first-generation students while focusing on an increased sense of belonging within our campus community. Through the promotion of diversity, educational opportunities, and intentional support, Flying First hopes to aid with the transition to college, provide resources to facilitate success in the classroom, and foster pride in and positive perceptions of first-generation students through networking and advocacy throughout the University community.

Information Resources & Technology (IRT)
Memorial Hall
856-256-4400 or 856-256-4401
support@rowan.edu
https://irt.rowan.edu/display/IRT/About+IRT

The Division of Information Resources & Technology (IRT) is responsible for all technology services available on the Glassboro, Camden and Stratford campuses of Rowan University.

Our team supports the University’s network, email systems, data centers, telephones, technology for classrooms and research and learning management systems. We also provide hardware and software support for students, faculty and staff, and we manage the University’s data governance and reporting.

Legal Services
Chamberlain Student Center
rowan.edu/gspa
856-256-4540

The Student Government hires a professional lawyer for all students, providing legal counsel at no cost. Times and availability are limited. If you are interested, contact the SGA Office (856-256-4540) or via email at sga@rowan.edu.

Orientation and Student Leadership Programs
Savitz Hall
856-256-4041
www.rowan.edu/oslp

The Office of Orientation and Student Leadership Programs (OSLP) serves to enhance the experience of undergraduate students by facilitating programs and services to assist in the ongoing processes of transition and leadership development. We introduce students to the opportunities to make the most of their Rowan education through programs such as Freshman & Transfer orientation, and provide a capstone to students’ co-curricular learning and development through Leadership Rowan leadership certification experiences.

Orientation
Orientation will introduce you to the culture, traditions, and expectations of Rowan University and assist you in selecting your first term class schedule. Attendance and participation at a new student orientation program is required for all first year and transfer students. Orientation provides you with the information and access to resources you need to have a successful college experience. Parents are also invited to attend orientation to learn more about how you can support your Rowan student.

Family members who have attended orientation find it to be an informative and rewarding experience. Students and family members will follow different schedules during orientation sessions.

Leadership Rowan
Rowan University recognizes the value of preparing undergraduate students by facilitating programs and services to assist in the ongoing processes of transition and leadership development. We introduce students to the opportunities to make the most of their Rowan education through programs such as Freshman & Transfer orientation, and provide a capstone to students’ co-curricular learning and development through Leadership Rowan leadership certification experiences.

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Leadership conferences
ProfTalks speaker series
Programs for first-year students.
Including First-Year Leadership Connection and Freshman Leadership
Involvement Program.
Co-curricular leadership transcripts
Celebrating Leadership Awards

Parents & Family Connections Program
Savitz Hall
856-256-4041
856-256-4596
www.rowan.edu/parentsfamily

The partnership between Rowan University and its parents and families is a joint relationship dedicated to enriching the lives of our students. The Parents and Family Connections Program operates under the umbrella of the Office of Student Engagement and Family Connections, but is administered within the Division of Student Life. The Program is designed to empower parents and family members in ensuring the success of their students through providing educational, involvement and advocacy opportunities.

Parental and family involvement can potentially affect many components of the university experience: student development, institutional philosophies and policies, programs and services, and administrative structure. Research suggests that parents influence college selection as well as a wide variety of cognitive and psychosocial developmental outcomes, including academic achievement, university transition, adjustment and retention, decisionmaking and career development.

The Parents and Family Connections Program provides assistance with the transition to the University, connects parents and families to Rowan, and serves as a resource for parents and family members throughout the undergraduate experience.

The Office of Parents and Family Connections coordinates programs and services, including:

° Parents and Family Orientation
° Financial Aid Boot Camps
° Move-In-Day Activities
° Family Weekend
° PROF’s Day

Public Safety/Emergency Management
Bole Annex
Emergency only: 856-256-491
Non-Emergency: 856-256-4922
Rowan Boulevard Substation: 856-256-4570
Anonymous Crime Tipline 856-256-7428
www.rowan.edu/safety

Rowan offers a comprehensive public safety program for the university community. We provide services through the following sections: Police, Security, Crime Prevention, Parking, Emergency Medical Services and Emergency Management. We focus on preventive patrols, crime prevention programming, and the development of Crime Prevention through Environmental Design standards throughout our campus.

The department is fully accredited through the Commission on Accreditation of Law Enforcement Agencies (CALEA) which administers a rigorous accreditation process whereby law enforcement agencies must adhere to over 494 standards, codes and state-of-the-art practices. Our department is the first University in New Jersey to receive this prestigious recognition, and one of 50 in the nation.

Parking Services
Bole Annex
856-256-4575
www.rowan.edu/safety/services/parking

This office manages the University’s parking and traffic resources. The Parking Services Office or the welcome gates provide campus maps and information on campus parking rules and regulations. Vehicles must display the appropriate parking decals to park in lots designated for employees, residents or commuter students. Temporary and visitor permits are available at the main office. Parking Services will ticket, tow, or boot illegally parked vehicles.

Public Safety
Bole Annex
This 24-hour department provides patrol, police,
parking and crime prevention services to the University. It also coordinates and provides safety and emergency medical services to the campus community. Administrative offices operate Monday through Friday from 8:30 a.m. to 4:30 p.m. Students should report emergencies, crimes and suspicious or unsafe conditions immediately. Extension 4911 handles urgent-need calls while extension 4922 handles non-urgent-need calls. Students should report emergencies, crimes and suspicious or unsafe conditions immediately. Extension 4911 handles urgent-need calls while extension 4922 handles non-urgent-need calls. 

Furthermore, the department provides an active crime prevention and personal safety program for the members of the university community. Any member can request a safety escort by calling extension 4922. Code Blue emergency phones, located throughout the campus, link directly to Public Safety. 

Public Safety encourages students to stop in or call the Crime Prevention Office at 256-4933.

Registrar
Savitz Hall
www.rowan.edu/Registrar
registrar@rowan.edu

The Office of the University Registrar supports the academic mission of Rowan University by providing information about and services related to academic programs and degree requirements, registration and enrollment verification, and maintenance of permanent academic records for students, faculty, staff and external constituencies. The Office is charged with ensuring adherence to academic policy, preserving academic integrity, safeguarding the security of academic records, and providing accessible services in accordance with University policy, accreditation requirements, and state and federal law.

Residential Learning & University Housing (RLUH)
Savitz Hall
856-256-4266
www.rowan.edu/housing

Rowan University features nine residence halls and six apartment communities nestled among the trees of a 200 acre campus in historic Glassboro, New Jersey. 

The Office of Residential Learning & University Housing strives to create an environment that supports the unique academic, personal and spiritual growth needs of each resident student. RLUH provides housing facilities that are safe, clean, comfortable, and well maintained. The Office delivers residential learning programs aligned with the academic mission of Rowan University to extend learning beyond the classroom and enhance student acquisition of new knowledge, skills, and abilities. 

The office challenges each resident student to make positive choices, examine their values and their role in our diverse society, and to play a constructive role in the development of a safe, supportive, and inclusive community. 

The Mandatory Housing Policy was instituted for the benefit of students. Students who live on campus benefit from the facilities and resources that support students’ success during their first year and throughout their entire college experience. Additionally, research and experience tells us that students who live on campus:
- develop a greater sense of belonging;
- find it easier to form friendships;
- participate more in student organizations;
- develop stronger connections to faculty;
- increase their awareness of diversity; and,
- are more likely to complete a degree within four years.

RowanCard Office
Chamberlain Student Center
856-256-4531
www.rowan.edu/rowancard

Students may use this multi-purpose photo ID to enjoy the convenience of purchasing power all over campus and around town without cash, checks, or coins. Each time you use the RowanCard, the amount of the purchase is deducted from one of two accounts—Dining Dollars or Rowan Bucks.

eAccounts

Students may view your balance, suspend your card, make a deposit to your account, and see your transaction history, all through your phone!

BiziBoards

Find out who is on the RowanCard program, how the get to their location, and see if they’re offering any coupons for you!!

Social Justice, Inclusion, and Conflict Resolution

Hawthorne Hall
856-256-5495
http://www.rowan.edu/sjicr

The Office of Social Justice, Inclusion and Conflict Resolution (SJICR) was formed through the collaborative efforts of students, faculty and staff to provide dedicated physical space and bring together resources for underrepresented and underserved students at Rowan University. A resource to the wider Rowan University community, SJICR develops and implements educational activities, services and programs geared at providing all students opportunities for personal, social, professional, and academic identity development.

This work is done by way of student mentorship through the Dr. Harley E. Flack Student Mentoring program; serving as a “home away from home” for students who self-identified as ALANA (African, Latino/a, Asian and Native American), women, and LGBTQIA+; providing opportunities for student spiritual exploration; and collaborating with University offices and departments to provide workshops and social justice training to staff and faculty.

Starfish

www.rowan.edu/rsn

The Rowan Success Network (RSN) powered by Starfish is a tool to enhance student success at Rowan by creating a better informed, more connected campus community. Students receive regular feedback from faculty, learn about campus resources, and make appointments with key academic support personnel. Faculty participate by providing encouragement and support to students; enabling advisors and staff to take a holistic approach to success by obtaining an overview of the student’s academic life.

Starfish provides a simple and efficient way for students to schedule time with various departments and offices; whether that time is face-to-face, over the phone, or even online. Students may make appointments with their academic advisor, professors, financial aid and tutoring.

Student Center and Campus Activities

Chamberlain Student Center
856-256-4602
www.rowan.edu/studentactivities

The SCCA team is committed to providing a safe, welcoming, and inclusive environment for all members of the Rowan University community. Through quality programs, services, and facilities, the SCCA creates opportunities for student engagement and learning, stimulates personal development, and contributes to building campus community in collaboration with university partners. 

The student center also hosts a variety of dining options, spaces for student programming, a game room, and the ID Processing Center. 

Everyone who walks through the doors of the Chamberlain Student Center will experience the best services, programs, and staff while developing a lifelong connection to the University.

Testing
Savitz Hall
856-256-4935
www.rowan.edu/studentaffairs/asc/testing/

All incoming freshmen and transfer students with fewer than 50 transfer credits, who do not meet one of the exemptions, are required to take ACCUPLACER Reading Comprehension and Elementary Algebra placement tests to determine the kinds of courses they are prepared to take. Depending on their declared major of study, some students will also be required to take the ACCUPLACER College Level Math or Chemistry I placement tests. More information about the exemptions, and the required tests for each major of study can be found at http://www.rowan.edu/home/advising/incoming-freshmen/basic-skills-placement-testing.

The Shop (Campus Resource Center/Food Pantry)
Rowan Boulevard Building 5-141
856.256.4337
www.rowan.edu/theshop

The SHOP (Students Helping Other Professors) is Rowan University’s first ever on campus food pantry and resource center. The SHOP is open daily from 9 a.m. to 5 p.m. and provides nonperishable food, school supplies, toiletries, and hygiene products.

Tutoring Services
Savitz Hall
856-256-4233
tutoring@rowan.edu
www.rowan.edu/studentaffairs/asc/tutoring/

Tutoring Services offers academic support in a variety of subjects in order to improve educational achievement. Tutoring is available free of charge to all Rowan University undergraduate students. Small-group or drop-in tutoring is available in most subject areas. Students may self schedule tutoring appointments using the Rowan Success Network powered by Starfish.

Tutors reinforce specific course material emphasized by the professors plus use their own successful student experiences to integrate what-to-learn with how-to-learn.

Veterans Affairs
Savitz Hall
856-256-4233
veteransaffairsoffice@rowan.edu
www.rowan.edu/veterans

The Academic Success Center serves as the campus administrator for all veteran benefits programs for students eligible for Department of Veterans Affairs Educational Benefits. To contact the office at the beginning of each semester to complete enrollment forms, http://www.rowan.edu/studentaffairs/asc/veterans/

Volunteerism, Community Engagement & Commuter Services (VCCECS)
Chamberlain Student Center, Suite 210
856-256-4595
www.rowan.edu/volunteer

The Office of Volunteerism, Community Engagement & Commuter Services (VCCECS) provides programming, resources, and support to promote a
Rowan community of active citizens. VCECS works collaboratively with university faculty and community partners to design a range of curricular and co-curricular service-learning opportunities. Students who engage with volunteerism at Rowan University will reflect on meaningful volunteer experiences as they develop a lifelong commitment to their communities.

VCECS is also the frontline resource to foster, support, and sustain better relationships among students to become active, responsible, and just members of the community and neighborhoods in which they live. Working in collaboration with community partners and Borough Administration, VCECS serves to foster non-disciplinary dialogue among students and community residents to respond to concerns presented by all varied constituencies. In addition, VCECS serves as the lead provider for commuter student support services and works to establish a sense of inclusion in the Rowan community for commuter students.

Wellness at Winans Hall
Winans Hall
856-256-4333
www.rowan.edu/wellness
wellnesscenter@rowan.edu

The Rowan University Wellness Center at Winans Hall on the main campus in Glassboro is a fully integrated health and wellness facility for Rowan University students. The clinical services integrated within the Wellness Center include: Student Health Services (SHS), Counseling and Psychological Services (CPS), Alcohol and Other Drugs Services (AODD) and Emergy Medical Services (EMS). Dedicated staff and licensed professionals collaborate to provide quality health and wellness clinical care to Rowan University students. Healthy Campus Initiatives (HCI), providing comprehensive health and wellness education and programming to students, is also housed within the Wellness Center.

• Emotion Regulation
• Gender and Sexual Diversities
• Interpersonal Skills
• Mindfulness-Based Therapies
• Stress and Anxiety
• Alcohol and Drug Education/Awareness

Counseling and Psychological Services (CPS)
www.rowan.edu/studentlife/counseling/

Counseling & Psychological Services at Rowan University provides quality counseling for a variety of concerns to promote the psychological wellbeing and personal growth of a diverse student body. The CPSC staff offers its services to faculty, staff and students regarding a wide range of mental health issues impacting the campus community. Our staff provides confidential personal counseling and other psychological services free of charge to currently enrolled Rowan University students. The primary goal of the CPSC is to help students develop the necessary skills to overcome problems and experience personal growth to make the most of the educational opportunities at the university.

Individual Therapy
Individual counseling allows individuals to speak privately and confidentially with a trained counselor about personal concerns and/or emotional problems with the goal of facilitating personal growth. Our counselors are trained and supervised in working with problems faced by college students and seek to offer unbiased help in working with individuals to resolve problems. This type of counseling may take one or several visits. The frequency of sessions is negotiated with your counselor. Most sessions are about 45 minutes in length.

Change in provision of services effective September 1, 2015: In efforts to meet the counseling needs of more Rowan University students, CPS will begin limiting sessions to twelve (12) annually. This will apply to most students with the understanding that some clinical situations will require additional sessions. Depending on the nature of the clinical situations students will continue their services at CPS or may be referred for outside care. Any questions or concerns students may have about session limits can be addressed with their ongoing therapist or triage therapist.

Group therapy
At Rowan University, Counseling & Psychological Services, we believe in the power of groups! For many of the issues college students face, group therapy has been shown to be the most effective treatment approach. For example, in struggles with relationships, stress, anxiety, and other emotional problems, group therapy can be more effective than individual counseling. Experiencing counseling in a group setting is helpful when trying to understand your own situation by giving you an opportunity to learn from others. It can also be therapeutic to understand there are others experiencing similar situations and that you are not alone!

Examples of group topics:
• Body Image
• Disordered Eating
• Emotion Regulation
• Gender and Sexual Diversities
• Interpersonal Skills
• Mindfulness-Based Therapies
• Stress and Anxiety
• Alcohol and Drug Education/Awareness

Alcohol & Other Drugs Counseling
Counseling & Psychological Services provides both individual and group treatment for students with alcohol and other substance use concerns. CPS is also able to provide referrals to community treatment options. CPS offers a group with a combination of education on substance misuse and exploring one’s readiness to change as the basic theme of the group. The group provides students with a safe environment to explore their relationship with substances and works to develop insight to make appropriate changes that can help avoid the consequences that often result from abuse.

Student Health Center
All students who are currently enrolled at Rowan, attending classes are provided services at the Student Health Center. The SHC focuses on preventive care and the treatment of acute illnesses and injuries. The health service does not take the place of a primary physician. While the center can handle most needs, students with more serious disorders requiring hospitalization, laboratory, diagnostics or specialist care will be referred accordingly. The Health Center does not cover the cost of prescription drugs, laboratory procedures, x-rays, or other referrals.

If a student is referred to another agency or health care provider, it is done at the expense of the student. Prescriptions for medications, referrals for lab work and x-rays are also the responsibility of the student.

Healthy Campus Initiatives (HCI)
The Office of Healthy Campus Initiatives (HCI) is committed to educating the Rowan University community about making healthy choices and decisions regarding their personal wellness that will enhance the college experience. HCI uses evidence-based practices to reach students, faculty and staff through the development of initiatives and interactive programs to keep the Rowan community informed of current health trends. Students are encouraged to take an active part in their own personal health as well as the health of the campus as a whole. Working in collaboration with other Student Life and academic departments on the Rowan campus allows for a multi-faceted approach to prevention and health promotion. HCI is dedicated to involving the Rowan community in the ever-changing journey to wellness.

University Advising Center, UAC
Sawitz Hall
856-256-4459
www.rowan.edu/advising

The University Advising Center is a collaborative,
### ACADEMIC PROGRAMS LISTING

#### Major Programs

**College of Communication and Creative Arts**
- Undergraduate Departments/Programs
  * Art
  * Communication Studies
  * Journalism
  * Public Relations & Advertising
  * Radio, Television & Film
  * Studio Art
  * Writing Arts
  * News Media Concentration

**College of Education**
- Undergraduate Departments
  * Language, Literacy, and Sociocultural Education - Undergraduate Programs
  - Liberal Studies with Specialization in
    - Literacy Studies
    - Subject-Matter Education (P-12) (B.A. in Education)
  - English
  - World Languages (Spanish)
  - Social Studies
- Undergraduate Endorsements
  - Reading Endorsement
- Post Baccalaureate Programs
  - Teacher of Reading
- Interdisciplinary and Inclusive Education - Undergraduate Programs
  - Early Childhood Education (P-3) (B.A. in Education)
  - Elementary Education (K-6) (B.A. in Education)
  - Minor in Education
- Undergraduate Endorsements
  - Blended Endorsement: Teacher of Students with Disabilities
- Post Baccalaureate Programs
  - Teacher of Students with Disabilities

**College of Science & Mathematics**
- Mathematics
- Chemistry
- Physics
- Biomedical Sciences
- Biological Sciences
- Biomedical Translational Biomedical Sciences
- Chemistry & Biochemistry
- Computer Science
- Mathematics
- Physics & Astronomy
- Psychology
- School of Health Professions
- Urban Studies concentration
- Spanish minor
- Sociology minor
- Political Science minor
- Anthropology minor
- Environmental Studies minor
- Ethics minor
- French minor
- German minor
- History minor
- Jewish Studies
- Law & Justice Studies minor
- Medical Social Science Concentration
- Philosophy minor
- Philosophy & Religion Studies (concentration and minor)
- Planning minor
- Political Science minor
- Romance Languages minor
- Sociology minor
- Spanish minor
- Urban Studies concentration
- Women's & Gender Studies concentration

**College of Performing Arts**
- Theater Arts
- Theatre & Dance
- Dance
- Acting
- Design/Technical
- Musical Theatre
- Pre-Teaching

**Rohrer College of Business**
- Undergraduate Programs
  * Accounting
  * Business Administration, Specialization in
  * Supply Chain and Logistical Systems
  * Entrepreneurship
  * Finance
  * HR Management
  * Management
  * Management Information Systems
  * Marketing
- Minors
  * Business Administration
  * Entrepreneurship
  * Human Resources
  * Management Information Systems
  * Marketing

**College of Science & Mathematics**
- Undergraduate Departments/Program
  * Biological Sciences
  * Biomedical Translational Biomedical Sciences
  * Chemistry & Biochemistry
  * Community Health Advocacy and Education
  * Computer Science
  * Mathematics
  * Physics & Astronomy
  * Psychology
  * School of Health Professions
  * Urban Studies concentration
  * Spanish minor
  * Sociology minor
  * Political Science minor
  * Anthropology minor
  * Environmental Studies minor
  * Ethics minor
  * French minor
  - Geographic Inquiries into Global Issues concentration
  - Geography minor
  - Geoscience concentration
  - German minor
  - History minor
  - Jewish Studies
  - Law & Justice Studies minor
  - Medical Social Science Concentration
  - Philosophy minor
  - Philosophy & Religion Studies (concentration and minor)
  - Planning minor
  - Political Science minor
  - Romance Languages minor
  - Sociology minor
  - Spanish minor
  - Urban Studies concentration
  - Women’s & Gender Studies concentration

**College of Performing Arts**
- Theater Arts
- Theatre & Dance
- Dance
- Acting
- Design/Technical
- Musical Theatre
- Pre-Teaching

**College of Health Professions**
- Undergraduate and Dual Degrees
  * Athletic Training - BS (changing to required 5-year master’s program beginning Fall 2016)
  * Biology - BA
  * Biological Science - BS
  * Bioinformatics - BS
  * Biochemistry - BS
  * Biophysics - BS
  * Chemistry - BS/BA
  * Computer Science - BS
  * Computing and Informatics - BA
  * Health and Physical Education (housed within the College of Education) - BA
  * Health Promotion and Wellness Management - BA
  - Human Performance in Clinical Settings - BS (starting Fall 2016)
  * Mathematics - BS/BA
  * Nursing - RN to BSN
  * Nutrition - BS
  * Physics - BS/BA
  * Psychology - BA
  * Psychological Science - BS
  * Translational Biomedical Sciences - BS

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*As soon as you trust yourself, you will know how to live.*

Johann Wolfgang von Goethe
## Administrative Offices

<table>
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<tr>
<th>Service</th>
<th>Phone</th>
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<tbody>
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<td>Academic Transition Programs</td>
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<td>Disability Resources Office</td>
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<td>Veteran Affairs</td>
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<td>Admissions</td>
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<td>Administration and Finance, VP</td>
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<td>Alumni Engagement Center</td>
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<td>Athletics</td>
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<td>Student Accounts</td>
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<td>Bookstore, Barnes &amp; Noble</td>
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<td>Camdenb Campus, Camden</td>
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<td>Career Advancement</td>
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<td>Community Standards</td>
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When the student is ready, the teacher appears.
—Taoist Saying

chapter eight

ACADEMIC & DIVISION OF STUDENT LIFE CALENDAR

Fall Semester 2018

Monday, June 25.................................................................Join the Parent Connections Email Group
........................................................................www.rowan.edu/students/parentsfamily/stayinformed/listservs.html
Tuesday, August 14.................................................................Bill payment deadline for Fall 2018
Friday, August 31.................................................................Welcome Week/Start Up Smart
........................................................................Welcome Aboard The Brown-Eyed Susan (Parent & Family Event)
........................................................................Holly Pointe Commons
Saturday, September 1...........................................................Welcome Aboard The Brown-Eyed Susan (Parent & Family Event)
........................................................................Chamberlain Student Center
........................................................................Willow/Magnolia Hall Gazebo
Tuesday, September 4.............................................................Fall Semester Begins
Friday, September 28 - Sunday, September 30...............................2018 Family Weekend
Monday, October 1...............................................................The FAFSA Application is available for the 2019-2020 school year
Thursday, November 22 - Saturday, 24.................................Thanksgiving Recess (no classes)
Thursday, December 13..........................................................Reading and Review (no classes)
Friday, December 14 - Thursday, December 20.................................Finals Week
Friday, December 21...............................................................Fall Semester Concludes

Spring Semester 2019

Tuesday, January 8.................................................................Join the Parent Connections Email Group
........................................................................www.rowan.edu/students/parentsfamily/stayinformed/listservs.html
Tuesday, January 21...............................................................Spring Semester Begins
Monday, March 18 - Saturday, March 23.................................Spring Break (no classes)
Friday, May 3.................................................................Reading and Review (no classes)
Monday, May 6-Saturday, May 11.................................Finals Week
Sunday, May 12.................................................................Spring Semester Concludes
Monday, May 13 - Friday, May 17.....................................................Commencement Week
“Connecting with those you know love, like and appreciate you restores the spirit and gives you energy to keep moving forward in this life.”
— Deborah Day
Welcome
Admission Tours begin at Savitz Hall (#1)
For 24-hour Public Safety assistance, call 856-256-4922.
Parking for visitors is available in Lot H, near the welcome gate across from Savitz Hall.