

# Academic and Community Resources and Student Services

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# ACADEMIC AND COMMUNITY RESOURCES AND STUDENT SERVICES

## Academic Resources

Sacred Heart University currently has 16 buildings on its 56-acre campus and adjoining properties in the northeast corner of Fairfield, Connecticut. The William H. Pitt Health and Recreation Center opened September 1997, as did significant enhancements of the main academic facilities. Plans call for expansion of the library, a new classroom building, a free-standing chapel, and other improvements. The University's College of Education and Health Professions is located at 7 Cambridge Drive, Trumbull, and houses the Departments of Education, Nursing, Occupational Therapy, Physical Therapy, and Human Movement and Sports Science.

## Academic Center

The Academic Center contains most classrooms and faculty, administrative and academic departmental offices. This includes Campus Ministry, Public Safety, Registrar, Student Affairs and Student Government offices. It houses the faculty offices of Biology, Chemistry, Computer Science, English, Environmental Science, Information Technology, Mathematics, Modern Foreign Language, Music, and Psychology. It is also a multipurpose activity center, housing the bookstore, chapel, computer center, dining hall, faculty lounge, Gallery of Contemporary Art, mailroom/print shop, science and language laboratories, snack bar and the Edgerton Center for the Performing Arts. Hawley Lounge serves as a student lounge and recreational activity center.

## Bookstore

The bookstore is located on the first floor of the Academic Center, in the Humanities Center wing.

Operated by Follett College Stores, it offers textbooks, supplies, clothing with the University's name and logo, and related items. Bookstore purchases can be made online. Visit the bookstore's website at [www.sacredheart.edu](http://www.sacredheart.edu). Click the Admissions tab, then click Bookstore (left margin).

## Ryan-Matura Library

The Ryan-Matura Library is the source for information, whether it is the answer to a factual question or research for a term paper. Librarians are available to answer questions and assist students with extended research projects. Instruction sessions are also conducted for class groups to make them familiar with the library, with subject-specific research and the research process. Librarians will also assist students with finding information in commercial databases or on the Internet.

Periodicals and periodical indexes including newspapers are found in print, film and electronic format. Any book or periodical not found in the library can be obtained from another library through interlibrary loan. Materials can usually be obtained within 10 days.

At present the Ryan-Matura Library holds approximately 132,000 print volumes, 50,000 non-print items and more than 15,000 periodical subscriptions. These include a significant number of full-text journals available on more than 50 online index and abstracting databases. These can be reached 24 hours per day, 7 days per week from links on the library homepage. Databases are available from campus and home.

The library also provides a wide range of electronic resources, including: Innovative Interfaces Online Catalog; Connecticut Digital Library; ProQuest Database (newspapers, general, business, medical and social sciences periodicals indexes); Encyclopedia Britannica Online; First Search database (includes World Cat, ERIC,

Medline, Cinahl, MLA Bibliography, etc.); as well as many other electronic resources, including Psych Info. Access to these resources is available through the University's library homepage.

The library's website is located at <http://library.sacredheart.edu>. It provides the user with access to the library catalog, information about the library, electronic reserve reading, links to research databases and other related information.

The library building also houses the Jandrisevits Learning Center.

### **Lieberman Administration Building**

The Administration Building houses the President's office, the offices of the Provost and Vice President and Associate Vice President for Academic Affairs, the offices of University College and Media Studies Center; faculty offices for the Departments of Government and Politics, History, Media Studies, Philosophy and Religious Studies, Sociology, and Social Work.

### **Curtis Hall**

Curtis Hall, named after the University founder, the Most Reverend Walter W. Curtis, D.D., Bishop of the Diocese of Bridgeport, houses the offices of Undergraduate and Graduate Admissions, Student Financial Assistance, Career Development, and the Center for Irish Cultural Studies, and Web Content Management. The Community Room also is located in the center.

### **Oakview Drive**

Located off campus in neighboring Trumbull, Connecticut, the building at 101 Oakview Drive houses the office of the Senior Vice President for Finance and Administration; the Business Office; office of Facilities Management and Construction; office of Institutional Research; Motion Analysis Laboratory; Center for Christian-Jewish Understanding, SHU Polling Institute, Center for Spirituality and Ministry; office of the Vice

President and Division of Institutional Advancement; Art Department and faculty offices; and administrative offices of WSHU Radio, office of the Vice President of Human Resources; and Department of Human Resources; and Payroll.

### **Cambridge Drive, College of Education and Health Professions**

The faculty offices and many of the instructional spaces of the College of Education and Health Professions are located in neighboring Trumbull, Connecticut, at 7 Cambridge Drive, a short drive or shuttle ride from the Park Avenue campus. This newly created, 52,000-square-foot facility houses state-of-the-art labs, classrooms, and library facilities for the College, which includes the Departments of Education, Nursing, Occupational Therapy, Physical Therapy and Human Movement. All graduate study for the College and many laboratory and didactic undergraduate courses are scheduled in this exciting space. In addition to the highly sophisticated classrooms, laboratories, and library spaces, there are new dining facilities, a physical therapy clinic, a reading clinic, and administrative and faculty offices. Ample parking is available and the facility is served by a regular University shuttle service.

### **The William H. Pitt Health and Recreation Center**

The William H. Pitt Health and Recreation Center is home to the Pioneer men's and women's basketball, volleyball, and wrestling programs. The three-level, 141,000-square-foot complex features four multipurpose basketball courts, which can be easily converted for indoor tennis or convention use, and seats 2,100 for basketball.

The main level of the Pitt Center also houses the Sacred Heart University Sports Medicine and Rehabilitation Center, a joint private practice/University venture offering many specialized clini-

cal rehabilitation and wellness services in conjunction with academic-based faculty therapists, in a facility that features state-of-the-art physical therapy equipment.

The Health and Fitness Center is located on the lower level of the Pitt Center. Offering a wide range of fitness equipment and classes, the 5,000-square-foot facility features an enclosed aerobics studio and main fitness area, where the latest generation of cardiovascular exercise machines and free weight equipment can be used. Locker rooms for both the Pioneer athletic teams and Health and Fitness Center members are adjacent to the fitness area. The upper level of the Pitt Center houses the Department of Athletics suite of offices and the Board Room, which serves as a meeting/reception room for the Board of Trustees and other on-campus organizations. Graduate students may use the Fitness Center for a fee.

### **Campus Field**

Campus Field is the home of the Pioneer football, men's and women's soccer, field hockey, men's and women's lacrosse, and men's and women's outdoor track and field. Built in 1993, Campus Field features a newly installed \$750,000 state-of-the-art FieldTurf synthetic-surface, multipurpose field with inlaid lines for the sports listed above. The field is surrounded by an eight-lane synthetic-surface running track available for competition and recreational use. With a seating capacity of 3,500, Campus Field is an ideal location for large-scale events and has been host to athletic tournaments, graduations, and outdoor fairs. Adjacent to Campus Field are six state-of-the-art tennis courts constructed in 1995. Rounding out the outdoor athletic facilities, and adjacent to the Sacred Heart University tennis courts, is Pioneer Park softball field, most recently updated in 2001.

### **Park Avenue House**

The offices of the Center for Mission Education and Reflection, Personal Counseling Services, and

Health Services are located in the Park Avenue House at the southeast corner of the campus.

### **Schine Auditorium**

The Schine Auditorium, located in the lower level of the Ryan-Matura Library, provides an appropriate setting for lectures, workshops, academic convocations, and other special programs. To reserve the 220-seat auditorium, call 203-371-7913 between 8:30 am and noon, Monday through Friday.

### **Instructional Technology and Student Mobile Computing Program**

Recognizing the increasingly important role of technology in our society and in education, Sacred Heart University has made a commitment to, and a serious investment in, computers, networking and its supporting technologies. The University's network infrastructure provides connectivity to every facility on campus via a fiber-optic Gigabit Ethernet backbone. The network architecture is capable of supporting well over 5,000 simultaneous users at any given time.

Network services are provided to the student community via 100-megabit data jacks and 54Mbps wireless access. These provide access to the University library, Internet and student e-mail 24 hours a day, seven days a week. Wireless access is also provided in the academic buildings, library and most other indoor and outdoor locations where students gather on campus.

VPN, Citrix and terminal services are available to provide connectivity solutions for even the most sophisticated applications, from anywhere on the Internet. Outlook Web Access (OWA) is available through the web, for sending and receiving campus e-mail from any computer connected anywhere on the Internet.

To promote its "Anytime, Anywhere Learning" initiative, Sacred Heart University launched wireless

networking in the summer of 2000 to create one of the first wireless network campuses in New England. This infrastructure allows students to use their laptops in nearly all outdoor areas on campus, and in most public areas indoors. The current wireless standard is 54Mbps 802.11g.

The students' computing laboratories are currently comprised of 300 desktop computers dispersed throughout several academic facilities. Six laboratories are used for computer-related instruction, and an additional lab provides 24/7/365 access for Sacred Heart University students, faculty, and staff. The University continues to upgrade regular classrooms to "smart" classrooms with fixed multimedia capabilities that allow instructors to fully integrate technology in their classroom presentations. All general-purpose classrooms are now equipped with a full complement of multimedia and audiovisual equipment. These rooms are equipped with LCD projectors, DVD, VCR, audio capabilities, and PC/laptop connections. All classrooms on campus are equipped with an active data jack for instructors or students to access the network. Additionally, there are data/CATV connections in every room for use by the instructor. The network infrastructure is designed with future technologies in mind and with excess capacity to allow for significant growth. The University is making a serious financial commitment to maintaining the network at peak performance capability and reliability. Upgrading the software and hardware that support the network is a continuous process and not one the University will ever say is complete. Sacred Heart's commitment is to keeping a state-of-the-art system in place for all our campus customers.

In 1995, Sacred Heart University became the first university in Connecticut and the fourth in New England to require incoming freshmen to own a notebook computer that meets a specified standard (networking connectivity to access the Internet, e-mail, University library and other

libraries across the country and other networked resources). By fall 1998, all of the University's full-time undergraduate students had notebook computers. In the fall of 2000 the laptop program was changed in order to replace every student-used laptop after two years of use, thereby ensuring that students have the latest hardware and most current software available. The Mobile Computing Program, and the universal nature of the program on this campus, makes integrating technology across the curriculum and into the daily lives of our students, a much easier process. In addition, Sacred Heart University provides all of its full-time faculty members with a notebook computer. Faculty members are able to incorporate more online information into the curriculum and use computers as a key component of classroom instruction; faculty and students are able to communicate using Sacred Heart's Online Web-based Course Management System, "BLACKBOARD," for class content, assignments, questions and classroom discussion groups; as well as virtual office hours.

## Computer Facilities

Sacred Heart University offers a state-of-the-art campus network. The library, classrooms, on-campus residence facilities, health and recreation center and faculty and administrative offices are all networked. With its fiber-optic infrastructure, the University is positioned to support a wide range of emerging technologies.

The University has established itself as a pioneer in the implementation of technology across the curriculum.

A host of multiprocessor campus servers supports the labs and educational programs. The University's 90 Mbps Internet, 10 Mbps Internet2 and Gigabit backbone support 100 Mbps wired and 54Mbps wireless links throughout the campus. The network also supports video, voice and data across the campus. State-of-the-art routers and firewalls provide high-speed connectivity and

security to Wide Area Network segments, and is completely managed in-house. This has allowed the administrators to implement traffic-shaping, intrusion detection, and wireless security measures for access as secure as it is convenient.

In support of the laptop program, the University has an on-site Notebook Service Center and Call Center staffed by certified technicians and open 12 hours a day, Monday through Friday. The University's Call Center is staffed 12 hours a day, 5 days a week, so that members of the University community can call trained technicians for assistance with anything on campus that pertains to technology. The Call Center can be accessed on campus through the internal telephone system and off campus via a toll-free telephone number. This facility is specifically designed to service and troubleshoot problems with laptops. In addition, Sacred Heart University has a full-time trainer who provides basic, intermediate and advanced instructional courses on all supported applications included on the laptop. Through Sacred Heart's telephone support hotline, students, faculty and staff can dial a toll-free number to obtain technical assistance.

## **Jandrisevits Learning Center Office of Academic Support**

The Jandrisevits Learning Center (JLC) is located in the lower level of the Ryan-Matura Library. Staffed by highly experienced faculty tutors and well-trained peer assistants, the JLC provides a warm, friendly learning environment where the successful academic accomplishments of students are our primary concern. The JLC offers the following support services to all undergraduate and graduate SHU students:

- individualized one-hour tutoring in all disciplines provided by a staff of 10 faculty tutors;
- monthly workshops on college-level learning skills such as note-taking, time management and test-taking;
- classroom learning assistants (70 peer tutors who provide academic support in disciplines across the curriculum);
- learning disability specialists in compliance with S 504 of the 1973 Rehabilitation Act;
- adaptive technology instruction for learning and physically challenged students;
- an online writing service (!JLC.OWL); and
- drop-in tutoring for selected courses and referrals for individualized tutoring.

The JLC is open seven days a week: Monday–Thursday, 10am–9pm; Friday, 10am–3pm; and Saturday–Sunday, 2pm.–6pm.

## **Federally Mandated Services Office of Special Services**

Although there is no separate application process to be admitted into the Office of Special Services, all students with disabilities must submit appropriate documentation prior to the start of the academic year or prior to their request for services. The University's documentation policy can be obtained by contacting the Office of Special Services.

**Disclosure Letters.** At the written request of students, the Director of Special Services writes letters to some or all of the students' professors that clearly states the nature of the disability and the appropriate classroom accommodations.

**Extended-Time and Separate Environment Testing.** Extended-time testing (usually time and a half or double time) takes place either in classrooms designated by professors or in a separate, secluded environment within the JLC.

**In-Class Notetaker.** In-class notetakers are fellow students who are also taking the class. By agreement, these students make copies of their notes or allow students in need to duplicate notes on a copy machine paid for by the JLC Disabilities Office.

**Interpreting and/or Technical Services.** Deaf or hard-of-hearing students can request either an oral interpreter or an American Sign Language interpreter. If they do not use interpreters, but have a significant hearing loss, technology can be requested to assist in understanding classroom lectures and obtaining notes.

**Alternative Forms of Testing.** Depending on the students' documentation and disabilities, the Special Services Office negotiates appropriate alternative testing methods on a case-by-case basis.

**Course Substitutions when Appropriate.** A course substitution policy enables physically and learning challenged students on a case-by-case basis to request previously approved alternatives in place of specific required courses, but only when it is clear that the required courses would severely disadvantage students' ability to successfully compete in those courses.

**Classroom Learning Assistants Program.** Tutoring in disciplines across the curriculum is provided for all Sacred Heart University students free of charge by graduates and undergraduates in the Classroom Learning Assistants (CLA) Program. The CLAs are responsible for providing students with a full set of notes for the class, and assisting them with tests, study or paper preparations.

**Books on Tape.** Students can be provided with recorded books either through Sacred Heart University's institutional membership with Reading for the Blind and Dyslexic (RFB&D).

### Additional Billable Services

**L.D. Trained Specialists.** The Director of Special Services along with L.D. specialists collectively provide services day and evening for a total of 35 hours a week, assisting students with special needs on a one-to-one basis. These tutors have expertise in specialized pedagogy for the learning

disabled and, thus, provide services over and beyond those offered by the University's regular tutorial program.

**Technical Services.** A closed-caption note-taking system provides notes for students who choose to avail themselves of an additional academic accommodation beyond those required by law.

**Content Tutors.** Tutoring in disciplines across the curriculum is provided for all Sacred Heart students free of charge by graduates and undergraduates in the Classroom Learning Program. While students with disabilities may attend group CLA tutoring sessions, some also need the special expertise of faculty tutors—over and beyond what is provided by tutors in the Classroom Learning Assistants Program—to provide them with individual assistance on a regular basis.

**Hired Scribes.** An upperclass student not registered for the class who attends the class for the sole purpose of taking notes for the student requesting the service is available. Scribes are paid not only for taking class notes but also for assisting with homework assignments.

**Academic Coaching.** A personal service is available that assists learning and physically challenged students to develop organizational life-skills that will foster independence and increase their opportunities for academic success.

Appointments: Call 203-371-7820, or come to the JLC, located in the lower level of the Ryan-Matura Library.

### English as a Second Language (ESL)

The ESL program is designed for students whose native language is not English and who wish to study English either full- or part-time. Its purpose is to help students improve their oral and written communication skills in English, preparing them for successful study in an American academic institution.

The program offers six levels of English language courses, from beginning to advanced. The first four levels are pre-academic intensive courses. The full-time ESL student enrolls in eight-week sessions, taking a cluster of oral communication, written communication and an elective, totaling 20 hours per week. In addition, students work in the multimedia language lab and on computers with audio, video, software and online learning programs.

Levels 5 and 6 are academic levels and are credit-bearing, semester-long courses that focus on college reading and writing. Students in one of these levels may take other University classes while they complete their language training. Thus, the full-time, upper-level ESL student takes a combination of ESL and University courses, carefully planned by his or her academic advisor. Whereas the completion of level 5 satisfies the English language requirement for graduate study at this University, students may be advised to take level 6 as well. For further support, tutoring is also available at the University Learning Center.

Placement in the ESL program depends on TOEFL, MELAB or SAT scores, University placement tests, an oral interview and the student's language profile. For more information regarding the program, contact the director at 203-371-7837.

## Residence Halls

Most graduate students commute to Sacred Heart. However, limited University housing is available for full-time graduate students on a space-available basis. Contact the office of Graduate Admissions for further details.

## Housing

A list of available nearby rentals may be obtained from the Office of Student Life. For additional information, call 203-371-7846.

## Community Resources

### Center for Christian-Jewish Understanding

The Center for Christian-Jewish Understanding (CCJU) is an educational and research division of Sacred Heart University. The center draws together clergy, laity, scholars, theologians and educators in various modes of interaction to focus on current religious thinking within Christianity and Judaism.

As each tradition reevaluates attitudes toward the other, the Center fosters the exploration of the major philosophical and theological issues on the frontier of the Christian-Jewish dialogue as these are formulated by scholars at the international and national levels.

The Center's mission is to develop programs and publications to overcome deep-seated antagonisms, based on centuries of hostility and mutual estrangement, that recent progress has not yet healed. It hopes to foster greater knowledge and understanding of the religious traditions of Christianity and Judaism and the history of their relationship, and to provide a forum for dialogue. It promotes independent research and serves as a vehicle for processing and circulating its findings to appropriate institutions around the world.

For further information about the CCJU, call 203-365-7592 or visit its website at [www.ccju.org](http://www.ccju.org).

### Center for Mission Education and Reflection

The Center for Mission Education and Reflection was established in 1998 to further advance a mission-focused ethos throughout the University by providing varied opportunities for reflection and conversation on the University's mission and Catholic identity. Serving faculty, administrators, staff and students, the Center provides orientation programs, resource materials and opportunities

for professional development. The office and resource library of the Center are located on the first floor of the Park Avenue House.

### **Center for Strategic Planning for Not-For-Profit Organizations**

The Center for Strategic Planning for Not-For-Profit Organizations was established by Sacred Heart University within the John F. Welch College of Business to provide business assistance to qualified groups.

Through the application of skills developed during their studies, teams of MBA students, under the guidance of an experienced advisor, address strategic issues central to the client's longer term viability and effectiveness. In doing so, students provide a valuable service while being exposed to "realities of life" that transcend the formal academic environment.

It is the mission of the Center to engender in the University's MBA students a sense of community and an appreciation for those less fortunate by providing them a unique opportunity to give of their talents in the service of others. Functioning as teams, students will assist not-for-profit organizations with the development and implementation of strategic, business, and marketing plans necessary to meet their goals and objectives. In doing so, students will apply the skills learned in the SHU MBA program in a cooperative effort carried out in the spirit of the Catholic intellectual tradition to produce an outcome worthy of a grade.

The mission of the Center is directly aligned with, and in support of, key elements of the mission of Sacred Heart University and the John F. Welch College of Business. The Center's office is located at on Oakview campus. For further information call, 203-371-7853.

### **Edgerton Center for the Performing Arts**

Since its opening in 1986, the Edgerton Center for

the Performing Arts has presented the Fairfield County community with professional-quality theatrical, musical, and dance performances that are both accessible and affordable. Located on the main campus, the center, with a house that seats 776+, has been host to more than 52,000 patrons from over 29 towns since its opening.

In 2005, the Edgerton embarked on a partnership with Connecticut Family Theatre to establish the center as Connecticut's only professional family theatre. Now offering year-round productions, the Edgerton Center for the Performing Arts features programming designed to complement the educational development and cultural experience of local youth. In addition to offering year-round professional theatre for families, the Edgerton Center also features programming for a variety of audiences.

In addition to offering professional productions to the community, the Edgerton Center for the Performing Arts provides a venue through which Sacred Heart University's students and faculty can express their artistic voice. The Edgerton Center is host to productions from a variety of University organizations including the Concert Choir, Concert Band, Jazz Ensemble, and the SHU Players.

Thanks to the contributions of Charles and Freda Edgerton, the Edgerton Center for the Performing Arts is a center for all seasons. The theatre is fully renovated and air conditioned, permitting it to remain available to students, faculty, and the community for a wide variety of artistic endeavors.

For all questions and ticketing information, call the box office at 203-371-7908, or visit the center at [www.edgertoncenter.org](http://www.edgertoncenter.org).

### **Gallery of Contemporary Art**

The Gallery of Contemporary Art presents exhibits of contemporary works of art in a wide variety of approaches and media. The gallery offers exhibits annually, which include a Student Exhibit, an

exhibit of the Art faculty's work and exhibits by professional artists. Most exhibits have associated lectures.

The gallery also administers the University's Collection, the Sculpture on the Grounds program and the Voluntary Percent for Art program. For further information and exhibit hours, call the gallery at 203-365-7650.

### **Hersher Institute for Applied Ethics**

Established in 1993, the Hersher Institute for Applied Ethics serves both the University community and the wider Fairfield County community by addressing issues of major ethical concern. The institute assists Sacred Heart University faculty from all disciplines to raise and examine broad ethical concerns and issues specific to their respective disciplines.

The Hersher Institute brings speakers to campus to address the faculty and provides training for integrating ethical viewpoints into the University curriculum. The institute supports the University's wider mission by co-sponsoring, with other departments and institutes, colloquia and conferences that raise important ethical questions for the University scholarly community and the general public. For further information, call 203-365-7657.

### **The Center for Spirituality and Ministry**

The Center for Spirituality and Ministry provides educational and pastoral programs addressing needs and concerns of laity. A special emphasis of the center is to contribute to the spiritual, educational and professional formation of lay leaders for Church and society in the spirit of *Gaudium et Spes*. Programs sponsored through the center include a certificate in spiritual direction; a certificate in religion for Catholic school educators; and a graduate certificate in pastoral and Catholic

school administration, also offered in conjunction with a Master of Teaching degree through the University's College of Education and Health Professions.

The Center for Spirituality and Ministry sponsors programs at multiple sites throughout Connecticut, as well as annual programs in Florida and Pennsylvania. The center's offices are located at the Oakview campus and may be reached by phone at 203-371-7843.

### **Radio Stations**

The professionally operated WSHU-FM, located on the Fairfield campus, is a 20,000-watt station at 91.1 (FM). The station is Public Broadcasting qualified and a full member of National Public Radio, one of only two such stations in Connecticut and 312 nationwide. WSHU-FM offers classical music, news and public affairs to listeners in Southern Connecticut, and Long Island, New York.

WSHU operates six translators: 90.1 FM serving Stamford, Connecticut; 93.3 FM in Northford, Connecticut; 105.7 FM serving central Suffolk County, Long Island, New York; 91.3 FM in Huntington Station, New York; and 103.3 FM in Noyack, New York. The University also operates two news/talk stations: WSUF at 89.9 FM, a 12,000-watt station with transmitting facilities in Greenport, New York; and WSHU-AM at 1260 AM, a 1,000-watt broadcast station in Westport, Connecticut.

WHRT is the student, on-campus-only radio station, programmed by and for students.

The production and on-air studios, record library and newsrooms of radio station WSHU-FM serve as learning laboratories for Media Studies and other disciplines.

## Student Services

### Campus Ministry

The office of Campus Ministry provides opportunities for persons of all faiths and religious traditions to share in the life of the faith-filled University community. Campus Ministry serves students, faculty, staff and the local community through daily liturgies, pastoral counseling, and special projects, events and programs.

Campus Ministry responds to student needs for worship, integration, reflection time, social interaction, meaningful discussion of life issues, responsible social action for justice, and exploration of moral, religious and relational issues.

The Eucharist is celebrated on Sundays and weekdays during the academic year. In addition, University-wide liturgical celebrations mark special days and seasons. Other interfaith worship and prayer opportunities are provided regularly.

### Office of Career Development

The Office of Career Development offers a variety of services to enhance graduate students' professional development. Individual assistance as well as group workshops are available.

Services include:

- *Résumé Creation or Critiques:* Résumé writing workshops are available. Staff members also work with students individually to develop the best résumé possible.
- *Interviewing Skills Development:* Interviewing workshops and individual assistance are available.
- *Online Job Postings:* The office maintains an online job bank and job search management website exclusively for Sacred Heart University students.
- *Job Fairs and On-Campus Interviewing:* On-campus recruitment events are offered each semester.

- *Internships:* Assistance is available in locating opportunities to complete internships in the student's field of study.

For additional information on the Office of Career Development, call 203-371-7975 or visit our website at [www.sacredheart.edu](http://www.sacredheart.edu).

### Council of Graduate Students

The Council of Graduate Students serves as a voice to the University administration on behalf of the graduate student community. Its membership includes representatives from each graduate area of study and meets regularly with members of the faculty and administration. The Council sponsors programs to improve the quality of the graduate student experience.

### Dining Services

The University has a contract with FLIK, a professional food service corporation, to provide meals to students. The University Dining Hall, Roncalli Hall Grill, and the Outtakes offer dining service à la carte throughout the day and evening. The Holy Grounds Café, located in Christian Witness Commons, also provides dining services.

### The William H. Pitt Health and Recreation Center

The William H. Pitt Health and Recreation Center includes an aerobics room, weight and exercise equipment rooms, indoor track, and volleyball and basketball courts. The complex also houses a professional physical therapy clinic (which is open to the public) in conjunction with the graduate Physical Therapy program. Students may use the facility during scheduled hours for a nominal fee each semester. Contact the Pitt Center director at 203-365-7533.

Graduate students are encouraged to participate in the University's intramural athletic program. The University sponsors competition in sports such as flag football, basketball and softball.

## **Wellness Center**

### **Health Services**

Health Services offers daily first-response treatment for minor health-related issues. The office is staffed by registered nurses, and a physician is available for appointments twice a week at a direct cost to the student or his or her insurance carrier. Health Services can also make referrals to local health care facilities, fills many basic prescriptions on campus, and has a discount arrangement with a local pharmacy that will deliver to campus. Graduate students may fulfill their immunization requirements through Health Services. Contact the Health Services director at 203-371-7838.

### **Counseling Services**

The Counseling Center provides support services for all students. Professional counselors are available for individual and psychotropic counseling sessions. Personal development workshops are offered by the Center as well as group and topical counseling sessions. Appointments or referrals can be made by calling 203-371-7955.

### **Meningococcal Vaccine Law**

Beginning with the 2002–2003 academic year, the State of Connecticut requires that all students who reside in on-campus halls must be vaccinated against meningitis. Proof of this vaccination must be presented to the appropriate University officials before a student can obtain entry to their resident hall. This new guideline for Connecticut colleges and universities is provided in Public Act 01-93.

For additional information, call the University's Health Services (203-371-7838), or stop by the lower level of the Park Avenue House.

### **International Multicultural Center**

The University provides academic and social support to its growing number of international stu-

dents. The Office of International and Multi-cultural Affairs is a part of the University's Student Life Department and can be reached at 203-365-7614.

### **International Student Visa Certification**

An international student requesting an application for a student visa (F-1) must be accepted to the University in a full-time program of study. Since federal and/or state financial assistance is not available to international students, the student is also required to present certified evidence of sufficient funding to cover education and living expenses.

If, after attending the University, the student decides not to return, notification must be made in writing to the Office of International and Multicultural Affairs. If a student wishes to travel during the authorized time of study at the University, he or she must present a current I-20 form to the Office of International and Multicultural Affairs for certification prior to departure.

A student not following the regulations of the U.S. Department of Justice Immigration and Naturalization Service is considered out of status and may be subject to deportation from the United States.

### **Public Safety and Parking**

The Department of Public Safety, located in the Academic Center, is committed to fostering an environment in which all those who live, study, work or visit within the University campus are able to do so in a safe and secure environment. The department is committed to providing professional, timely and efficient public safety services to all its constituents on a 24-hour-a-day, seven-day-a-week basis.

Public Safety officers patrol the buildings and grounds of the University via vehicle, bicycle and foot. Services provided by the department include

personal safety escorts, motor vehicle assistance (unlocks and jump-starts) and emergency medical response and treatment, as well as maintaining a lost-and-found department. Public Safety also issues parking decals and enforces parking and traffic regulations, provides key control and locksmith services, and investigates and documents incidents on campus. Public Safety is the emergency response department on campus and acts as the liaison with the local police, fire and ambulance services.

All vehicles parked on campus must display a University decal, which can be purchased at the Department of Public Safety. Temporary parking passes are also available at the Information Booth at the entrance to the campus.

### **Department of Public Safety Telephone Numbers**

Routine Business	203-371-7995
EMERGENCIES ONLY	203-371-7911
Fax Number	203-365-4781
Locksmith	203-365-7645
Snow Phone	203-365-SNOW (7669)
TTY	203-365-4714

### **Sports Medicine and Rehabilitation Clinic**

The University operates two physical therapy and hand therapy clinic facilities, one on campus affiliated with the academic program in Physical Therapy, and one in Shelton, Connecticut. The on-campus clinic is located in the William H. Pitt Health and Recreation Center. The clinics provide physical therapy and hand therapy services to students, employees and the public. Clinic staff include members of the Physical Therapy program faculty as well as several staff members who are advanced clinicians in orthopedic, sports physical therapy and hand therapy. All are licensed physical therapists. The clinics operate five days a week, 12 hours a day. Clinic service is also closely affiliated

with the University's Athletic Training program to serve the rehabilitation needs of our student-athletes.

The clinical facility features the latest technological equipment in isokinetic testing with a new Biodex II system, a full range of orthopedic and sports physical therapy evaluation resources, a therapeutic pool and a full hand rehabilitation center. Patients may take advantage of the comprehensive fitness facilities of the William H. Pitt Health and Recreation Center under the supervision of a physical therapy staff member. The clinics are authorized providers for most major medical insurance carriers. For further information, call 203-396-8181.

### **Student Activities**

The Office of Student Activities sponsors concerts, lectures and other activities for the University community. Graduate students are welcome to participate in these and other campus activities, such as band, chorus and co-curricular interest groups. Fees or admission charges may apply.