Academic Enhancement Programs
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ACADEMIC ADVISING

At Sacred Heart University, academic advising is an integral part of a student’s education, and meetings with an academic advisor should be an important and regular feature of a student’s life. The Assistant Dean of the College of Arts and Sciences coordinates academic advising for all first-year students and incoming transfer students and for upperclass students. First-year students are assigned a faculty advisor from one of the Freshman Advising Programs for their first semester. Freshmen who are ready to decide are encouraged to declare their major immediately. Once a student officially declares a major by filling out the Declaration of Major form, he or she will receive a faculty advisor in the chosen discipline. An academic advisor works not only to assist students with course, program, and schedule selection, but also to provide the guidance and support needed to assist students in exploring personal and professional goals. It is very important that students meet with their academic advisors regularly.

ACADEMIC INCENTIVE PROGRAM (AIP)

Sacred Heart University’s Academic Incentive Program offers academic and personal support to a segment of each year’s entering freshman class. The Assistant Dean of the College of Arts and Sciences and the Director of Freshman Communication codirect this program designed to enhance the success of highly motivated, academically unprepared freshmen. Selected academic advisors assist these freshmen with their transition to the challenging academic environment of college. Freshmen are selected for the Academic Incentive Program based on a profile consisting of their high school performance records (grade point averages, rank in class), SAT scores, and performance on the Sacred Heart University English Placement Exam.

Freshmen in the Academic Incentive Program have regular and frequent access to their freshman academic advisor, who also serves as a professor in each student’s fall semester EN 109 course. Freshman in the program are encouraged to meet frequently with their freshman academic advisor, who monitors their academic progress and intervenes with appropriate support. The Academic Incentive Program offers:

- Our 3-credit EN 109 (Introduction to Academic Writing) course in a student’s first semester. The course is limited to 15 students per section.
- A freshman academic advisor, who serves as the student’s EN 109 professor.
- Specially designated sections of selected core courses in the first and second semesters.

Freshman academic advisors assist their advisees as they select courses, choose academic programs, and decide on an academic major. Many Academic Incentive Program freshmen declare their major during their second semester and move to a faculty advisor in their field. Students who choose to remain undeclared stay with their AIP academic advisor until they do declare.

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 (in compliance with their visa as applicable). The program is designed to help students improve their oral and written communication skills in English, preparing them for successful study in an American academic institution.
Honors students also organize and participate in their own seminars and discussions on topics inspired by the core or other areas of common interest. The limited size of the University’s program and the number of course offerings means that honors students receive highly individualized instruction. Since the best learning can sometimes take place out of the classroom, the program coordinates and funds opportunities every semester to travel as a group to off-campus cultural events, and provides a stipend for students who study abroad.

The mission of the students in the Honors Program is to serve as leaders in the intellectual, cultural, and spiritual life of the University. In this way, Honors students can themselves become leaders and active learners.

For more information, visit the Honors website.

INDEPENDENT STUDY AND INDIVIDUAL INSTRUCTION

Independent study is available for the qualified student who wants more advanced or specialized work in a given academic area. Faculty members guide the student in the research needed for the study. Only the student who has officially declared a major and who has successfully completed at least 15 credits will be able to enroll. A maximum of 6 credits of independent study or individualized instruction is permitted toward the baccalaureate degree.

Independent study courses are designated as course number 399 in the appropriate subject area (e.g., EN 399 Independent Study in English). Usually, an independent study course is awarded three credits.

Individual instruction is available for the student who needs a specific course to fulfill degree requirements but is unable to schedule the course for a valid reason.

THOMAS MORE SCHOOL OF HONORS STUDIES

The Honors Program is home to some of the University’s brightest and most committed students. The Honors version of the Common Core, The Human Journey, is rigorous, but also highly student-directed, in that students are given greater latitude in selecting readings and designing assignments and, in general, are invited to take active responsibility for what they are learning.

Full-time ESL students enroll in eight-week sessions, taking a cluster of oral communication, written communication, pronunciation, and service learning, totaling 18 hours per week.

Placement in both the noncredit and credit ESL Programs is determined by the University College English Placement Test, SAT scores, TOEFL, an oral interview, and the student’s language profile. For more information regarding the program, contact the Director at 203-365-7528. For further support, tutoring is also available at the University Learning Center.

ESL classes are offered on the Fairfield and the Stamford campuses.

SHU offers full-time ESL courses all year round, including summer. Courses are offered morning, evening and weekends.

Please see our website for further information: www.sacredheart.edu/sheli.cfm

Students who successfully complete their ESL classes at the Sacred Heart English Language Institute are not required to take another proficiency test to enroll in other degree programs at Sacred Heart University. Admission to SHELI does not guarantee admission to the University. Our academic advisers will assist you in working toward a university degree.
(involvement in student teaching, field experience or unavailability of the course). The syllabus for individual instruction conforms to the usual requirements, including required assignments, for that course. Ordinarily, no student will be permitted to take more than one individual course per semester, and no more than two individual courses to fulfill degree requirements.

**INSTRUCTIONAL TECHNOLOGY AND 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 300 Mbps wireless access points. 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 deployed 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 300 Mbps 802.11n.

The students’ computing laboratories are currently comprised of 212 desktop computers dispersed throughout several academic facilities. Eight 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 equipped with LCD projectors, DVD, 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 connections in every room and wireless networking is accessible throughout the campus. 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. 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 choice of laptop, tablet or Mac laptop refreshed every two years. We offer similar program to our adjunct faculty who are issued a two year old laptop refreshed every year. We build and deploy an image which contains the latest Microsoft Office software and other necessary tools and utilities. Faculty members are able to incorporate more electronic course 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. To expand on the mobile learning initiative, the University now offer’s the ITUNESU platform to provide the community with the tools required to download content to portable players and replay the content when appropriate.

**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 365 Mbps Internet, Internet2 and Gigabit backbone support 300 Mbps wired and 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 are completely managed in-house. This has allowed the administrators to implement traffic-shaping, intrusion prevention and wireless security measures for access as secure as it is convenient.

The University has adopted the “Blackboard” Transaction system to create a simplified means for identification and commerce transactions on campus. The Sacred Heart ID can also be used at select off-campus merchant locations to facilitate additional commerce transactions.

In support of the laptop program, the University has an on-site Notebook Service Center and Call Center (The Factory) 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 Factory can be accessed on campus through the internal telephone system and off campus via a toll-free telephone number. The Factory 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 or email tech support 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 7 days a week: Monday–Thursday, 10 am–9 pm; Friday, 10 am–3 pm; and Saturday–Sunday, 2 pm–6pm.

Office of Special Services

Though there is not a separate application process to be admitted to the Office of Special Services, all students with disabilities must submit appropriate documentation prior to the start of the academic year or prior to the student’s request for services. The University’s documentation policy can be obtained by contacting the Office of Special Services.

Federally Mandated 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 Program (CLA). The CLAs are responsible for providing students with a full set of notes for the class, 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, who collectively provide services day and evening for a total of 35 hours a week, assist 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.

**INTERNSHIP AND CO-OP PROGRAMS**
Sacred Heart University embraces the concept of experiential learning as a way of supplementing the classroom experience, exploring different career paths and enhancing the student’s marketability when seeking post-graduate employment. Opportunities include both internships and co-ops.

Internships may be paid or unpaid and can be completed by the student for academic credit. The length of the internship and the number of credits awarded vary. A typical placement lasts for one semester and involves 10 to 20 hours of work per week.

In co-op placements, the student works full-time for one or two semesters for a set hourly wage and 6–12 academic
credits per semester. This allows the student to maintain full-time student status while earning a salary and gaining valuable experience.

The student works with his or her faculty advisor to gain approval for the content of an internship or co-op, and to determine the number of credits that will be awarded. The student must also complete the required documentation from the Office of the Registrar. The Career Development and Placement Center assists the student in locating an appropriate position.

Experiential learning opportunities are available in all fields including the sciences, business, health care, media and government. Students interested in these programs should consult their faculty advisor as well as the Career Development and Placement Center.

THE NEWCOMER (NC) PROGRAM

The Newcomer Program, the largest of SHU’s Freshman Advisory Programs, provides academic advising for all freshmen not enrolled in one of the University’s specialized programs. Faculty advisors in the Newcomer Program provide academic advice and support, assist with course and program selection, and make referrals, when appropriate, to other University support services. For the first semester, a student’s Newcomer advisor is a full-time faculty member who also serves as the professor in one of the student’s freshman courses. This allows for regular and continuous interaction throughout the semester. Students and advisors will also meet regularly outside of class for additional support and guidance.

PROFESSIONAL PROGRAMS

Sacred Heart University offers pre-professional advising in Pre-Law, Pre-Medical/Pre-Dental, Pre-Optometry, Pre-Occupational Therapy, Pre-Physical Therapy and Pre-Veterinary.

Pre-Law Program

There is no prescribed pre-law course required for admission to law school. The student interested in law as a career is advised to secure a strong education in the liberal arts. The Pre-Law advisor will help design a Pre-Law program and will aid in the law school admission process.

Pre-Medical/Pre-Dental, Pre-Optometry and Pre-Veterinary Programs

The Pre-Medical/Pre-Dental, Pre-Optometry and Pre-Veterinary programs give the student the required educational background to pursue a career in medicine, dentistry or related health professions at a professional college or university. The balanced curriculum for the program consists of studies in biology, chemistry, English, humanities, mathematics and the social sciences, and provides the student with the humanistic values and scientific background needed to pursue a career in the health care field.

Pre-Occupational Therapy and Pre-Physical Therapy Programs

For more information, please refer to the corresponding section under the College of Education and Health Professions.

STUDY ABROAD

Sacred Heart University sponsors undergraduate, semester-long study abroad programs in Rome, Italy, in partnership with the American University of Rome; in Fremantle, Australia, in partnership with University of Notre Dame Australia; and at Sacred Heart University’s own site in Dingle, Ireland.
With the help of the Coordinator of Study Abroad, students participating in the Rome and Australia programs select courses from a wide variety of offerings which will further the completion of their degree requirements. Students participating in these programs pay the regular Sacred Heart tuition rate plus a study abroad fee. Federal and state financial assistance as well as Sacred Heart University grants may be applied to the Rome, Australia, and Ireland programs. Students interested in the Ireland program are assisted by the director of the SHU in Ireland program.

Students may also participate during the fall and/or spring semester in a variety of study-abroad opportunities preapproved by the Office of Study Abroad. These preapproved programs are sponsored by a number of U.S. accredited institutions through the CCIS Consortium (College Consortium for International Studies). The coordinator of Study Abroad assists students in selecting and applying to these programs and facilitates the transfer of credits from these programs by clarifying prior to participation how these courses will be used in their Sacred Heart University degree programs. Students who participate in these programs are assessed a study-abroad fee. While federal and state financial assistance may be applied to these programs, Sacred Heart University grants will not.

Short-term programs of two to four weeks in January, March (spring break) and during the summer, led by Sacred Heart faculty, are also available. Short-term programs are offered at the University's own sites in Ireland and Luxembourg and in additional countries. Recent short-term summer experiences include programs in Amsterdam, Granada, and various cities in Europe.

For more information, contact the coordinator of Study Abroad at 203-396-8022 or the director of the SHU In Ireland and SHU in Luxembourg programs at 203-365-7626.

**WOMEN’S STUDIES PROGRAM**

Women's Studies is an academic, interdisciplinary program oriented to the study of women and gender roles. The program draws on the new scholarship about women from different cultures and socioeconomic backgrounds in order to examine and critique traditional models of thinking and to develop creative ways of exploring women and their experiences. Theoretical and critical debates that have influenced modern feminist thought are also an integral part of the curriculum. Students select courses cross-listed in Women's Studies and a variety of other disciplines including: Criminal Justice, Literature, Media Studies, Nursing, Philosophy, Political Science, Psychology, Religious Studies and Sociology.

The Women's Studies program provides students with the opportunity to broaden their education by enriching their understanding of women through multiple fields of inquiry. The program supports critical thinking about women's and men's social, economic, cultural and political roles in the past, present and future. It challenges students to develop their intellectual understanding of the impact of gender as an organizing force in society. Students are encouraged to explore the meaning and application of this knowledge to their own lives.