Welcome, New Comets
TRANSFER ORIENTATION 2019
LIFE AS A COMET
INTRO TO ACADEMICS
Overview of UT Dallas
## Associate Deans

<table>
<thead>
<tr>
<th>School</th>
<th>Associate Dean</th>
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<tbody>
<tr>
<td>Arts &amp; Humanities (AH)</td>
<td>Dr. Natalie Ring</td>
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<tr>
<td>Arts, Technology &amp; Emerging Communication (ATEC)</td>
<td>Eric Farrar</td>
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<tr>
<td>Brain &amp; Behavioral Sciences (BBS)</td>
<td>Dr. Melanie Spence</td>
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<tr>
<td>Economic, Political &amp; Policy Sciences (EPPS)</td>
<td>Dr. Euel Elliott</td>
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<tr>
<td>Erik Jonsson School of Engineering and Computer Science (ECS)</td>
<td>Dr. Simeon Ntafos</td>
</tr>
<tr>
<td>Interdisciplinary Studies (IS)</td>
<td>Dr. Tonja Wissinger</td>
</tr>
<tr>
<td>Naveen Jindal School of Management (JSOM)</td>
<td>Dr. Marilyn Kaplan</td>
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<tr>
<td>Natural Sciences &amp; Mathematics (NSM)</td>
<td>Dr. Dennis Miller</td>
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The Student Success Center
utdallas.edu/studentsuccess

Why the SSC?
- Students helping students.
- Proactive vs. reactive.

SSC Facts
- Open to all undergraduates.
- Many courses supported.
- Drop-in labs.
- One-on-one appointments.
- Convenient location.
Academic Programs and Services

utdallas.edu/studentsuccess

- Academic Success Coaching.
- Comet Cents.
- Communication Lab.
- Peer tutoring – Math and Science.
- Peer-Lead Team Learning (PLTL).
- Supplemental Instruction (SI).
- Writing Center.
Peer Tutoring
utdallas.edu/studentsuccess

- Math: Drop-in tutoring for 1000 and 2000 level math courses.
- Science: Majority of drop-in tutoring in general chemistry, organic chemistry and physics.
- Weekly reviews.
- Virtual exam reviews.
- One-on-one appointments.
- Please note: Not a homework lab.
Peer-Led Team Learning (PLTL)

- Meets in McDermott Library 1.302.
- Collaborative group sessions.
- Student-to-peer leader ratio: 8:1.
- Students typically earn half to one whole grade higher than non-participants.
- Registration required.
- CHEM 1311, 1312 and 2325.
- MATH 1325, 1326, 2413, 2414 and 2415.
- PHYS 1301 and 1302.
Supplemental Instruction (SI)
utdallas.edu/studentsuccess

- Meets in McDermott Library 1.302.
- 40+ historically difficult courses supported.
- 50-90 minute sessions offered weekly.
- Peer leaders prepare sessions based on class content.
- Students who attend regularly typically earn half-to-one-whole grade higher than non-participants.
- Courses with greatest success: CHEM 2325, BMEN 2320 and EPPS 2303.
- No registration required.
<table>
<thead>
<tr>
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<th>Supplemental Instruction</th>
<th>Peer-Lead Team Learning</th>
<th>Peer tutoring math and science</th>
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<tr>
<td><strong>Registration</strong></td>
<td>Drop-in sessions</td>
<td>Required</td>
<td>Drop-in tutoring</td>
</tr>
<tr>
<td><strong>Weekly time commitment</strong></td>
<td>50-90 minutes</td>
<td>80 minutes</td>
<td>Unlimited Within open hours</td>
</tr>
<tr>
<td><strong>Increased grades and knowledge</strong></td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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Academic Success Coaching
utdallas.edu/studentsuccess

- McDermott Library 1.310 and Residence Hall Northwest 4.003.
- Meet individually with Peer Academic Leaders (PAL) for assistance in:
  - Time management.
  - Prioritizing tasks.
  - Effective study strategies.
  - Note taking.
  - Goal setting and motivation.
  - Managing test anxiety.
Comet Cents
utdallas.edu/studentsuccess

- McDermott Library 1.413.
- Free education and information about personal finance including:
  - Ways to save and invest.
  - Budgeting.
  - Credit management.
  - Student loans.
  - Avoiding identity theft.
  - Financial responsibility after college.
- Individual appointments available.
- Workshops each semester, with a chance to win scholarship money.
CommLab
utdallas.edu/studentsuccess

- McDermott Library 3.612.
- Feedback and resources for improving oral and group presentation.
- Gain valuable insight about presenting, and develop skills to become a successful speaker.
- Individual and group appointments.
- Supports COMM 1311 and other courses with a public speaking component.
McDermott Library 1.312.
Individual and group appointments available, as well as workshops to help students build skills in the following areas:
- Paper topics.
- Organizing ideas and thoughts.
- Drafting and revising papers.
- Writing styles and conventions.
- Documenting sources.
- Preparing for essay exams.
Staff includes a full-time manager and 10 student tutors.
Writing studios.
The Writing Center does not proofread or edit papers.
Employment at the SSC
- Earn at least an A- or higher in a course the SSC supports.
- Go to an open house to learn more about units that are hiring.
- Apply, take content exam and/or interview.

The Institute for Peer Mentoring
- Provides a certificate program for peer mentors and tutors on campus.
- Currently offers levels 1 and 2 of the international mentor/tutor training program certification.
- Complete mentoring/tutoring experience hours and attend training.
DEAN OF STUDENTS
I’m in trouble.
Dean of Students
utdallas.edu/deanofstudents

- Student Counseling Center.
- Student Health Center.
- Student Wellness Center.
- Center for Students in Recovery.
- Office of Student AccessAbility.
- University Recreation.
- Community Standards and Conduct.
- Student Volunteerism.
- Student Development.

- Spirit Programs.
- Student Engagement Initiatives.
- Fraternity and Sorority Life.
- Student Transition Initiatives.
- Military and Veteran Center.
- Career Center.
- Student Union.
As a Comet, I pledge honesty, integrity and service in all that I do.
Community Expectations

utdallas.edu/conduct

- Plagiarism.
- Cheating.
- Fabrication.
- Collaboration/collusion.
Why does academic honesty matter?
Read the code of conduct, talk with professors and don’t procrastinate. If you don’t know, ask!
Common Code of Conduct Violations

Alcohol use and drugs
- U.S. drinking age is 21.
- If you are 21 or over, do not give alcohol to anyone underage.
- Alcohol is only allowed in specific areas on campus (The Pub or apartments where all residents are over 21).
- Any use of illicit substances is a violation of the Code of Conduct.

Misuse of campus property
- Do not let anyone borrow your Comet Card or login to campus computers using your NetID.
- Stealing, damaging or destroying university property is strictly prohibited.
Breaking the law = breaking the Code of Conduct

Break the law and you could face sanctions from both the police and the university.

policy.utdallas.edu/utdsp5003
Community Expectations
utdallas.edu/conduct

What could possibly go wrong?
Community Expectations
utdallas.edu/conduct

- Grade modifications.
- Warnings.
- Suspension.
- Expulsion.
- Educational sanctions.
Sexual Misconduct/ Sexual Assault
- Non-consensual sexual contact, non-consensual sexual intercourse or sexual exploration.

Sexual Harassment
- Unwelcome sexual advances.
- Request for sexual favors.
- Verbal or physical harassment of a sexual nature.

Stalking
- Engaging in a course of conduct directed at a specific person that would cause that person to feel fear for his or her safety or the safety of others (i.e. following, monitoring).

Dating/Domestic Violence
- Crime of violence committed by a current or former intimate partner.
Your Rights

- Investigation.
- Reporting to responsible employees.
- File a police report (or not).
- Interim measures.
- Counseling and other support services.
- Participate in proceedings with an adviser.
How can you help?
Your Responsibility

What can you do?
- Recognize Potential Harm.
- Choose to Respond.
- Take Action.

Campus Security Authorities
How to respond

- Indirect or direct.
- Tell someone.
- Use group pressure.
- Distract.
- Ask the victim if they are okay.
- Ask if they want to leave.
- Call the police.
- Behavior Assessment and Intervention Team (BAIT).
Confidential, free for students.

**Services**
- Individual, couple and group counseling.
- Learn to better manage anxiety, depression and relationship problems.
- Help is available for those with eating disorders and substance abuse.
- Workshops about time and stress management and other topics.

**Staff**
- Licensed psychologists, psychiatrist and other mental health providers.

**Contact**
- 972-883-2575 (office)
- 972-883-8255 (afterhours helpline)
- SSB 4.600
Center for Students in Recovery
utdallas.edu/recovery

Services
- One-on-one support from a licensed professional.
- Process groups.
- Sober social activities.
- Service opportunities.
- Students for Recovery (Student organization).

Contact
972-883-7320
recovery@utdallas.edu
Resources

Report to the police
911 or UT Dallas Police, 972-883-2222

Title IX Initiatives
Marco Mendoza, 972-883-2306

File a complaint/express concerns
Dean of Students, 972-883-6391

Counseling Center
972-883-2575

Student Health Center
972-883-2747

Residential Life Coordinators

Multicultural Center
972-883-6390

Galerstein Gender Center
972-883-6555
For more information

Dean of Students Office
Student Services Building, SSB 4.400
972-883-6391
dos@utdallas.edu
Police
utdallas.edu/police

Emergency
911
UT Dallas Police
972-883-2222

State certified police department
- Patrol of campus grounds and facilities.
- Enforcement of traffic laws on campus.
- Department of jurisdiction for reported crimes.

Programs
- Self defense training for women and men.
- Crime prevention and safety programs.

Services
- Safe Walk campus escorts.
- Vehicle assistance.
- Facebook crime safety tips.
Campus Safety

The National Council on Home Safety and Security ranked UT Dallas 23rd safest in the country and No.1 in the State of Texas out of 2,167 campuses with enrollment over 16,000.

- Annual security report.
- Crimes against persons.
- Stranger-on-stranger crime.
- General theft.
- Bicycle theft.
- Open carry vs. campus carry.
- Knives on campus.
- Pepper spray.
- Tasers/stun guns.
Emergency Management

EVACUATE when building alarms sound
- Leave the building immediately
- Don’t use elevators, assist the disabled.

LOCKDOWN when given the order
- Stay in your room or building.
- Lock or barricade doors, close blinds, turn off light.

SEEK SHELTER when outdoor warnings sound
- Find a safe room away from doors/windows.
- Listen for instructions from the indoor warning system.

EMERGENCY CONTACTS

Police / Fire / Ambulance
911

UT Dallas Police
972-883-2222

Emergency Management
972-883-2420

Environmental Health and Safety
972-883-4111

Facilities Management
972-883-2141

Emergency Management Services
972-883-2147
Emergency Management

Emergency Notification System

- Email.
- Text message.
- Self enrollment.
- Voicemail.
- Campus TV screens.
- Outdoor warning system.
- UT Dallas homepage.

Community Emergency Response Team

- Student involvement encouraged.
For more information

Larry Zacharias
UT Dallas Police Chief
Police, PD 1.802
972-883-2222
Larry.Zacharias@utdallas.edu
Whoosh you want to know?
Office of Financial Aid

1st Floor, Student Services Building
972-883-2941
Financial-aid@utdallas.edu

Hours of Operation
Monday-Thursday: 9 a.m.–6 p.m.
Friday: 1-5 p.m.
Financial Aid Counselors

First letter of your last name
Financial aid counselor
- A-E: Crystal Matthews-Johnson
- F-L: Mary Roffino
- M-R: Candice Graning
- S-Z: Sara Metz

Federal Veterans Benefits
Kimberly Bomnskie

Hazlewood Exemptions
Kimberly Bomnskie
Financial Aid Payment

**Extended Payment Deadline**
- Must have completed a FAFSA or TAFSA.
- Must be registered at least half-time.
- Deadline extended to just before Census Day. (see payment and refund calendar)

utdallas.edu/student/registrar/calendar

**Disbursements**
- 1st day of class each term.
- Registration must match financial aid award.
- Financial aid checklist items must be complete.
- Must be meeting satisfactory academic progress.

utdallas.edu/student/finaid/SAP.htm
2nd Floor, Student Services Building
972-883-2612
bursar@utdallas.edu

Hours of operation
Monday-Thursday: 9 a.m. – 6 p.m.
Friday: 9 a.m. – 5 p.m.
Bursar office functions

- Assess, bill and collect tuition and fees.
- Collect housing and meal plan charges.
- Process refunds.
- Answer questions regarding billed charges.
- Maintain online services through EZPay.
Tuition at UT Dallas

- UT Dallas uses tuition plans as opposed to a “per credit hour rate.”
- All new incoming students will have the opportunity to choose from two rate plans.
- No changes can be made once a plan is chosen or the deadline to make a selection has passed.
Tuition Plans

- Variable Plan and Guaranteed Plan comparisons available at: utdallas.edu/bursar/tuition/plan-comparison
- Students will be defaulted into the Variable Tuition Plan if no choice has been made by the deadline.
- Exception: Full tuition and fee scholarship recipients or Comet Connection participants
- Tuition plan selection can be made in EZpay once registration is complete.
How to Select a Tuition Plan

- A service indicator and a To-Do-List item will appear in your Orion Student Center.
- Two Options:
  - I choose the Variable Tuition Plan
  - I choose the Guaranteed Tuition Plan
- This service indicator will be removed once a selection is made or the deadline to make a decision has passed.
- Student with this service indicator will remain on the Variable Plan if no active decision is made.

Bursar Office
utdallas.edu/bursar
Tuition Plan Selection Deadline

- Summer 2019: April 9 – May 14
- Fall 2019: June 4 – August 8

Bursar Office
utdallas.edu/bursar
**Bursar Office**
utdallas.edu/bursar

**EZpay**
- Utdallas.edu/bursar/payments/ezpay.
- Make payment online.
- View billing statement.
- Set up direct deposit.
- Set up authorized user.

**Payment Methods**
- Credit card.
- Cash or check (in person).
- Electronic check (no fee).

**Extended Payment Methods**
- Installment plan – establish in EZpay.
- Short-term loan – established in Orion.
Find payment and refund calendar at
utdallas.edu/academiccalendar
The UT Dallas campus is tobacco-free.

**Prohibited products include:**
- Cigarettes and cigars.
- Water pipes and hookahs.
- Electronic cigarettes and smokeless tobacco.
- Snuff and chewing tobacco.

[utdallas.edu/tobaccofree]
How to get a Comet Card

Preferred name

Comet Card uses

UT Dollars

- 10 percent discount at on-campus food locations.
- GET portal.
- Off-campus merchants.

Contact

972-883-4123
cometcard@utdallas.edu
SSA 12.324
The campus library is open 24/5.

**Services:**
- Expert librarian available for each school.
- Private librarian assistance for research assignments.
- Workshops.

**Resources:**
- Books, eBooks, journals, DVDs, streaming media and more.

**Contact**
972-883-2955
[utdallas.edu/library/askalib](http://utdallas.edu/library/askalib)
UT Dallas gear and textbooks
- Order online, pick up at store.
- Save 25 percent on used textbooks.

Technology store
- Discount software.
- Computer accessories.
- Located in the Visitor Center and University Bookstore.
Services

- Academic accommodations for students with documented physical, mental or sensory disability.
- Resource and referral information.
- Advocacy and support.

Contact
SSB 3.200
972-883-2098
studentaccess@utdallas.edu
Vaccination requirement

- State law requires that all entering Texas college students who are under the age of 22 must receive a vaccination or booster (if the vaccination is five years old) against bacterial meningitis before enrollment.
Services
Diagnosis and treatment of acute illnesses, minor injuries and stabilized chronic illnesses.

Insurance
Available at utdallas.edu/insurance

Contact
972-883-2747
healthcen@utdallas.edu
SSB 4.700
Promotes health, fitness and responsible personal choices through group programs and individual consultations.

**Programs and topics**
- Nutrition consultations with a registered dietitian.
- Comet Voice: Bystander Intervention.
- Suicide prevention.
- Healthy relationships and more.

**Contact**
972-883-4275
studentwellness@utdallas.edu
SSB 4.500
Education abroad.
Internships abroad.
Education abroad scholarships.
Peace Corps prep program.
iFriend.
International Week.

Contact
972-883-4189
SSB 3.400
Synergy Park North 2, SPN2 11.175.
300+ computers.

**Testing Center guidelines**
- Comet Card required for check-in.
- Last exam issued 30 minutes before closing. All exams are collected 15 minutes prior to closing.
- Certain clothing items are prohibited.
- No food or drink.
- Seats must be reserved 72 hours prior to exam date. Walk-ins are not allowed.
- Digital lockers available free of charge.

**Contact**
972-883-5497
Synergy Park North Room 11.175
Fosters a safe and inclusive environment by advocating for gender equality and diversity through leadership development, education, programs and services.

**Services**
- LGBTQIA education and advocacy.
- Scholarships.
- Counseling and more.
- Safe Zone training.
- Start Smart and more.

**Contact**
972-883-6555
SSB 4.300

utdallas.edu/gendercenter
Promotes cultural awareness on campus and provides an area for students to meet and dialogue.

**Cultural celebrations**
- Asian American Heritage Month.
- Black History Month and more.

**Services**
- Multicultural Peer Advocates and more.

**Contact**
972-883-6390
Multicultural@utdallas.edu
SSB 2.400
Supports students who served in the military, are currently serving in the military or are military family members, in areas such as:

- Academic success.
- Professional development.
- Networking.
- Campus navigation.

Provides students access to information about federal and state benefits, financial aid, scholarship and veterans support services.

Contact
972-883-4913
SSA 14.4250
The Dallas International School (DIS) provides on-campus, evening child care jointly with UT Dallas’ Division of Student Affairs.

- Care for children ages 4-11.
- Monday-Thursday, 3:30-10:30 p.m., SU 2.510.
- $6 per child, per evening.
- Pre-registration required.
DART

- Shuttle bus service on and off campus. *(limited area).*
- Shuttle stops at Walmart *(Friday/Saturday)* and Collin Creek Mall *(Monday-Sunday).*
- Passes available to all registered students *(includes bus and rail).*
- Order online, pick up at the Parking Office *(Parking Structure 3 Room 1.214).*
Parking and Transportation
utdallas.edu/parking

**Zipcar**
- Car sharing available for students age 18+.
- $8-10 hourly rate.
- Includes gas, insurance and up to 180 miles.

**VBikes**
- $1 per hour.
- $14.95 per month for unlimited rides.
Comet Cabs

- Each route has separate hours of operation.
- Download the UT Dallas app for real-time location updates.
- Accessible Shuttle Service.

utdallas.edu/services/download/Comet_Cab_Map.pdf
Parking

- Parking permits.
- Handicap permit.
- Decorated veteran parking.
- Pay-by-space.
- Visitor pass.
- Electric vehicle charging.
- Citations.
- Vehicle impoundment.
Parking on campus
utdallas.edu/maps
The Plinth
University Commons (Residence Halls)
- Features three-bedroom suites, recreation areas, large communal spaces and student lounges.
- Available to all students.

University Village (Apartments)
- Features a variety of floor plans and amenities.
- Available to sophomores through seniors and graduate students.

Off-Campus Housing
- The Dallas off-campus housing website is a service to the UT Dallas community meant for informational purposes only.
For more information

Transfer Student Services
Student Services Building, SSA 14.431
972-883-6170
utdallas.edu/transferservices
Services

- Career advising.
- Career interest assessments.
- Resume and cover letter assistance.
- Mock interviews.
- On-Campus student employment.
- Job and internship search.
- Academic internship processing.
Programs

- Career workshops
- Career education and internship courses
- Career Expos/Fairs
- Employer networking events.
- Explore the WOW!
- Externships/job Shadowing
- International internship program

Contact

972-883-2943
careercenter@utdallas.edu
SSB 3.300