



cles. Decals are sold at the Bursar's Office. You may purchase two decals without presenting vehicle ownership information. If you need decals for more than two vehicles, you must present a current vehicle registration card for each additional vehicle to the Bursar's Office .

PETITION PROCESS

This catalog contains several references to the student petition form. Some of the more common uses of this form are requests for course overload, petitions for credit, and various requests for waivers. In general, the student petition form may be used to request an exception to any campus policy.

RECREATION

The Campus Recreational Sports program includes informal, open recreation, intramural sports, fitness and instructional programs, outings and trips, sports clubs, and special events. Both structured and non-structured activities are offered. Recreational equipment is available for check-out. The Fitness Center offers free weights, dumbbells, individual selectorized weight machines, recumbent and upright bicycles, stair steppers, ellipticals, and treadmills. Lockers and

showers are available and are accessible to those whose mobility is impaired. The gym is available for basketball, volleyball, badminton, aerobics, running, or walking. Outdoor facilities include four tennis courts, recreational sports fields, a lighted sand volleyball court, two lighted basketball courts, and a softball field.

Nearby Lake Springfield offers two public beaches, fishing facilities, public boat launching docks, parks and picnic areas, and a children's zoo. One public golf course is located near the lake, with seven others scattered around the city. The Abraham Lincoln Memorial Garden, located on the lake shore, features nature trails that wind through 60 acres of trees, shrubs, and flowers native to the Midwest of Lincoln's time.

The Fitness Center and gym are located in the Student Life Building. The Campus Recreational Sports office is in the Fitness Center in SLB 118.

STUDENT ACTIVITIES COMMITTEE (SAC)

The Student Activities Committee is a standing committee of the Student Government Association that provides social, recreational, and cultural activities to enhance student life on campus. Events that have be-

come part of the UIS tradition include Welcome Week, Homecoming, Springfest, and the annual graduation celebration. SAC also hosts a variety of other activities including comedy nights, casino nights, live music, movies, and more. You are encouraged to take part in these and other events. For more information contact the Office of Student Life in SLB 22 or call (217) 206-6665.

STUDENT GOVERNMENT ASSOCIATION

The Student Government Association is an integral part of the campus governance structure and is a primary conduit for student input and advice regarding campus policy and procedure. The SGA appoints students to a variety of campuswide committees and maintains several standing committees of its own. Among the standing committees are the Inter-Club Council Board, which coordinates the registered student clubs and provides supplementary funding through the special activity grant program, and the Student Activities Committee, which is the primary student activity programming body.

The SGA consists of six officers (including the president and the student representative to the Board

of Trustees) and 15 student senators. Elections are held each fall and spring. For more information about the SGA or any of its programs, stop by the Student Life Office in SLB 22, or call (217) 206-6665.

STUDENT GRIEVANCES

If you have a grievance about the application of campus policy, academic or non-academic, you should attempt to seek informal resolution of the matter with the faculty or staff member involved or, if necessary, with the help of the immediate supervisor of the faculty/staff member. If such informal procedures fail to resolve the matter in an equitable manner, you may initiate a formal grievance procedure. Contact the Office of the Dean of Students for information about the process.

STUDENT HEALTH INSURANCE

If you are a full-time (12 hours or more) student, you will be assessed a fee for group health and accident insurance unless you show proof of equivalent coverage (see below). Peoria students are not assessed a fee for insurance unless all or a portion of their course load includes classes on the Springfield campus.

Part-time (6 to 11 hours) students are also eligible

to participate in the insurance program by completing an enrollment form and paying the required insurance fee. Applications are available at the Office of Human Resources or the Bursar's Office. Established deadlines to enroll in the student insurance program are published each semester in the course schedule.

UIS-insured students may purchase identical coverage for dependents. If you are insured during the spring semester, you may continue coverage for yourself and your dependents through the following summer even if you are not enrolled during the summer term. (To ensure summer coverage, you must make application and pay the required premium before the last day of spring semester. Applications are available at the Office of Human Resources or the Bursar's Office.)

You will be required to provide the Office of Human Resources with proof of equivalent insurance coverage to waive university-provided student insurance. Proof must be submitted only to Human Resources either in person, by fax, or postmarked U.S. mail no later than the established deadline. Proof may include a current insurance card, letter of verification from your insurance carrier on company letterhead, or a certificate of coverage. Human Resources will

keep a copy of this proof and will provide you with a receipt showing satisfactory completion of the student insurance process.

You may request a one-time student insurance exemption when you have full-time status. An exemption will continue in effect until you request reinstatement to the plan or do not respond to a periodic request to confirm that you continue to be covered by another health plan. You may become eligible for reinstatement to the university's policy within 30 days of the loss of other insurance coverage. Proof of cancellation is required at the time of application. Semester fees will not be pro-rated. Only the Office of Human Resources will accept and issue student insurance exemptions and reinstatements.

If you withdraw from school or drop to part-time (11 hours or less) status during the semester for which coverage was purchased (usually the first 10 days), you will not be covered under the policy and a full refund of the premium will be made. If you drop or withdraw later than 10 days after the beginning of the semester, you will remain covered under the policy for the full period for which the premium has been paid and no refund will be available. For more information contact the Office of Human Resources at (217) 206-7095.