



UIS Student Handbook 2021-2022



Campus Buildings

- 1 BRK – Brookens Library
- 2 BSB – Business Services Building
- 3 CCR – Child Care Center
- 4 HSB – Health and Sciences Building, including Visual Arts Gallery
- 5 HRB – Human Resources Building
- 6 Police Department
- 7 PAC – Public Affairs Center, including Sangamon Auditorium and Studio Theatre
- 8 WUIS – Radio Station WUIS Building
- 9 REC – Recreation and Athletic Center (TRAC)
- 10 RSL – Residential Simulation Lab
- 11 SAB – Student Affairs Building
- 12 SLB – Student Life Building

- 13 Student Union
- 14 UHB – University Hall
Admissions, Records & Registration, and Financial Aid located on the first floor
- 15 VPA – Visual and Performing Arts

Student Housing

- 16 BBL – Bluebell Court
- 17 CLV – Clover Court
- 18 FRH – Founders Residence Hall
- 19 FXG – Foxglove Court
- 20 HBC – Homer L. Butler Commons (Residence Life Office)
- 21 LKR – Larkspur Court
- 22 LRH – Lincoln Residence Hall
- 23 MRG – Marigold Court
- 24 PRL – Pennyroyal Court

- 25 SFL – Sunflower Court
- 26 TRL – Trillium Court

Athletics/Recreation Locations

- 27 Baseball Diamond
- 28 Kiwanis Stadium
- 29 Softball Complex
- 30 Rec Park

- Public Parking
- Bus Stop
- Shakespeare Garden
- The Young Lawyer Lincoln Sculpture
- UIS Restored Prairie
- UIS Field Station at Lake Springfield

2021-2022 UIS Student Handbook

Welcome to the University of Illinois Springfield!

This online handbook is your 24-7 to reference when you have questions or want more information about academic and student affairs programs, arts and entertainment at UIS, athletics, food and dining, among other areas.

It's not an all-inclusive resource meant to take the place of the university catalogue or other publication, but rather one of many guides for students as they progress toward graduation. You won't find the handbook in print, but feel free to print out one or all pages.

COVID-19 has affected many areas of University operations. For the most current information, please follow the links of the program or office in which you're interested.

University of Illinois Board of Trustees

The Board of Trustees is the governing body at the University of Illinois at Urbana-Champaign, Springfield and Chicago.

It is comprised of 12 members, 10 who have official votes. Nine are appointed by the Governor for terms of six years, and three student trustees (one from Urbana-Champaign, one from UIS and one from University of Illinois Chicago) are elected by referenda on their campuses for one-year terms.

For more information, visit [Board of Trustees](#).

Administration

Dr. Karen M. Whitney is the interim chancellor of the University of Illinois Springfield.

[Meet the Chancellor](#)

The UIS Administration includes three main divisions:

[Chancellor's Division](#)

[Academic Affairs Division](#)

[Student Affairs Division](#)

Access and Equity

Access and Equity:

The commitment of the University of Illinois to the most fundamental principles of academic freedom, equality of opportunity, and human dignity requires that decisions involving students and employees be based on individual merit and be free from invidious discrimination in all its forms. The Access and Equity Office administers policies and programs designed to promote diversity, equity, and inclusion. The office also ensures compliance with laws and regulations addressing access and equity and Title IX Coordination and receives and investigates complaints of harassment or discrimination.

[Title IX Information](#)

[Nondiscrimination Statement – University of Illinois Springfield](#)

University of Illinois Ethics and Compliance Office

[Ethics Office, University of Illinois](#)

The University Ethics Office is the designated liaison to receive and, as necessary, coordinate and/or refer the investigation of allegations of fraud, waste, abuse, mismanagement, misconduct, or other violations of the [State Officials and Employees Ethics Act](#). In addition, it is responsible for the development and administration of mandatory ethics training for student employees, graduate assistants and other university employees.

Academic Units, Research and Honors Opportunities

[Business and Management, College of](#)

The College of Business and Management offers rigorous and relevant programs in accountancy, business administration, economics, finance, management, management information systems, marketing, and sport management. The CMB fosters intellectual and personal growth; develops analytical, business, and communication skills relevant to the global business community; and emphasizes innovative programs, experiential learning, online education, applied research, and active engagement with external stakeholders.

[Education and Human Services, College of](#)

The College of Education and Human Services prepares students for careers as social workers, teachers, counselors, administrators, gerontologists, public professionals and researchers.

[Liberal Arts and Sciences, College of](#)

Liberal arts and sciences degrees can lead directly to a job. History majors may end up in museum work, English majors with a publisher, Communication majors at a newspaper, Computer Science majors with an IT firm, Biology majors with a pharmaceutical firm, Women and Gender Studies minors with a domestic violence shelter, Visual Arts majors in a graphic design department, and virtually any major in teaching.

Public Affairs and Administration, College of

Located in Illinois' capital city, there is no better place than the College of Public Affairs and Administration for you to launch a lifetime devoted to the service of others and to the betterment of our communities. Whether you are interested in politics, social movements and/or the study of public institutions or you see yourself tackling issues of poverty, climate change, social injustice, or issues in the workplace, we want to help you to take the next step in your educational journey. Our undergraduate and graduate degree programs will connect you with the action and opportunities that can only come from being the university located in the capital city. Whatever degree program you choose, we will equip you with the knowledge and skills you need to make a difference and to pursue a meaningful career.

The Graduate Public Service Internship (GPSI)

The GPSI program offers an opportunity to work in public service while earning both a monthly stipend and up to 22 hours in tuition waivers per year. Additionally, a Doctoral Fellowship in public service is now available. For over 45 years this program has provided top-flight graduate students with a high-quality graduate education, real world experience and lifelong networking connections.

Center for State Policy & Leadership

The Center for State Policy and Leadership provides a national stage for scholars, students, policymakers and citizens to exchange ideas, engage in research and expand understanding of public policy issues.

Graduate Education

We offer a variety of high-quality programs, including master's degrees, certificates and one doctoral program, to help you achieve your goals. Assistantships and internships are available on a competitive basis to full-time graduate students.

Student Technology, Arts & Research Symposium (STARS)

Coordinators seek arts, research to showcase

This symposium is one of the many academic endeavors on campus highlighting students' arts and research skills. An application process is involved for this annual event.

UIS Brookens Library

Librarians are available to help you find sources, navigate the research process and make the most of library resources and services. They offer one-on-one research consultations, both online and in-person; they create [Research Guides](#) that provide specific research help for each major; and they deliver library skills training.

The collections at Brookens Library feature print and e-books, streaming films and DVDs and more than 170 electronic [databases](#) containing articles from 60,000 journals. You can access the databases on campus or off campus by using your NetID and password. The library offers a popular eBook and eAudiobook collection for your mobile devices, has a growing feature film collection and also has the [Library of Things Collection](#) for checkout, which includes robotics, cameras, bakeware, board games and more.

Whether you prefer quiet, reflective study or collaborating with a group, Brookens has a variety of study spaces to suit your needs. Wi-Fi is available throughout the building, so bring your own laptop or tablet. Connect with Brookens Library in person or [online](#), or by following the Library on [Twitter](#), [Facebook](#) and [Instagram](#).

Capital Scholars Honors Program

Honors-Level Program at UIS

[The Capital Scholars Honors Program](#) is the campus honors program and is open to a select, small number of highly qualified college students. The curriculum is made up of an integrated interdisciplinary core of lower and upper-level honors courses, in addition to other general education and major requirements. The program culminates in a senior-level, student developed, interdisciplinary paper and faculty-panel evaluated paper presentation.

Variety of Academic Support, Tech and Book Services

Academic Integrity

Students should read and become fully aware of the Academic Integrity Policy

What is academic integrity?

All about plagiarism

Violation examples

How do students maintain academic integrity, ensuring honest and genuine college work?

The Center for Academic Success and Advising: One-Stop Academic Support Shop for Students

Testing Services:

Offering placement testing for both math and English, select licensure exams and providing remote testing for online coursework at instructor request.

Learning Hub:

The Learning Hub offers academic support through study sessions, group and individual tutoring and in-person and virtual academic support in a wide variety of academic subjects.

Office of Advising:

CASA advisors provide all first-year advising for students and also provide advising in various other majors at the upper-division level. If you are a transfer student seeking advising, CASA advisors can provide services or refer you to the appropriate departmental advisor.

Office of Engaged Learning

Discover how engaged learning experiences help students grow personally and prepare professionally. Get engaged in opportunities where students apply knowledge and skills, experiment in various types of environments, interact with diverse individuals and reflect upon those experiences. Engaged learning academic courses are paired with work-integrated and community-based global learning experiences offered by Internships and Prior Learning and Study Away Programs, with the intent to prepare students for professional, public service and culturally diverse endeavors.

Study Away Program

Live, learn and thrive by discovering exciting and culturally diverse national and international **study away experiences**, where students engage in global learning activities. Students discover new interests, learn about various topics and cultures and develop personal attributes and skills employers seek. Experiences vary in length, location, subject matter and program structure. Don't let costs deter you, since they are comparable to studying at UIS and financing is available from scholarships, financial aid and loans.

Internships and Prior Learning:

Move beyond the traditional learning space to engage in **career-education experiences**. Students explore applied, professional and career-driven opportunities, such as internships, professional projects and research projects. These work-integrated learning experiences are designed to expand knowledge, develop skills and enable students to acquire relevant work experience. **Service experiences** combine learning and community action goals with enriching reflection opportunities to study social and civic responsibility, develop multicultural understanding and discover career paths, while contributing to the common good. Students can earn credit through **prior learning assessment** if they demonstrate substantive learning gained from extensive work and training experiences. Potentially, this process can save time toward degree completion and reduce education costs.

Bookstore:

Buy or rent textbooks, purchase UIS apparel, gifts, cards and more in-store and online

[Textbooks & Course Materials](#)

[Digital Course Materials](#)

[Cash for Books](#)

[Frequently Asked Questions](#)

ITS Client Services

Call, email, visit, or live chat

ITS (Information Technology Services) Client Services is the primary point of contact to students, faculty and staff for all technology-related questions, concerns, and issues. Our team is made up of student workers as well as professionals, allowing us to offer a wide array of services and resources.

WebStore, Software

Significant discounts on software applications available

Students, faculty and staff on all three U of I campuses – Urbana-Champaign, Chicago and Springfield – are eligible to receive significant discounts on more than 350 software applications and software training courses offered by the U of I WebStore. To see exactly what you're eligible for, please choose a Purchase Type (Personal or Unit) and log in.

Student Services

Division of Student Affairs

The Division of Student Affairs provides programs and services to inspire students to take ownership of self and social responsibility, to become globally aware citizens and appreciate human diversity and enhance holistic development and the students' overall well-being. UIS Student Affairs will be known for its commitment to excellence in the client focused approach to student services. Students First! 217-206-6581, FRH 171

UIS CARES

UIS CARES is dedicated to making sure every student at UIS has what they need to be successful.

Stars School Supply Stop:

The Stars School Supply Stop is the Student Union's initiative to help support UIS Student success by providing donated school supplies at no cost. If you would like to make a donation, please contact studentunion@uis.edu for more information.

Stars Food Pantry:

The Stars Food Pantry is located in the Student Affairs Building (60A) and supports students by providing a variety of food and hygiene items at no cost. To donate or learn more about pantry hours and online ordering, visit uis.edu/volunteer/uiscares or contact uiscares@uis.edu for more information.

A Micropantry with non-perishable food and hygiene items is also available to students at no cost. The Micropantry is located at the west entrance of the Student Union and is available 24/7. Food can be selected and non-perishable donations can be dropped off at any time.

Career Development Center

Prepare - Connect - Succeed

The Career Development Center leads the campus community in teaching and preparing students for their careers by offering students interactive services, programming and resources. The Career Center supports students in exploring academic majors and career paths, connecting with employers and alumni, gaining relevant skills and experiences and participating in professional development opportunities. Online and On-campus students are encouraged to begin or continue working with the Career Center Team to develop a career action plan and map out steps to take during their time at UIS that will help them reach their career goals.

uis.edu/career 217-206-6508, SAB, Room 50

Counseling Center

Free, confidential place to talk

The Counseling Center, in Room 64 of the Human Resources Building, provides counseling, outreach and psychological consultation to UIS students. Counseling services are free of charge to UIS students who have paid the Health and Counseling Fee.

uis.edu/counselingcenter 217-206-7122

Cox Children's Center

Cox Children's Center offers high quality early education and care

The mission of the Cox Children's Center is "to provide a model of high quality early education and care in a safe, secure, nurturing environment for children of students, employees and families of the surrounding community." In addition, the Center environment includes practicum and educational experiences for academic and professional development of UIS students, as well as those from other higher education programs.

uis.edu/childcarecenter 217-206-6610

Dean of Students

The Dean of Students office is committed to the academic mission of UIS. We partner with faculty and staff to identify and address obstacles to student success, support students in their efforts to make meaning of their collegiate experience (student development) and prepare them to become engaged public servants and leaders through meaningful out-of-class learning experiences, community standards, services, and activities.

uis.edu/deanofstudents 217-206-8211, FRH 178

Disability Services

The Office of Disability Services (ODS) provides academic accommodations for students with approved documentation

Students are required to register with ODS prior to the beginning of each semester and meet with a Disability Specialist to determine the requested academic accommodations for each course. We work closely with faculty to ensure that the student receives the academic accommodations requested. Students are responsible for keeping the ODS informed of any changes in the requested academic accommodations for a particular course.

uis.edu/disabilityservices 217-206-6666

Diversity Center

Serving all students through multicultural, social and educational activities

The Diversity Center is a cultural, educational, and social entity on campus that represents and advocates for the concerns and challenges of all students. Our space also serves as a student-centered lounge, library, and media lab where students can relax, study, and meet new people.

Programs and Services include, but are not limited to:

- Women's Center (dept./unit—uis.edu/womenscenter)
- Greek Life/Affairs (formerly a unit function under VCSA—uis.edu/greeklife)
- Gender & Sexuality Student Services—GSSS (dept./unit—uis.edu/gendersexualitystudentservices)
- Necessary Steps Mentoring Program for first generation students
- LGBTQIA+ Peer Mentor Program
- Hispanic/Latinx Initiative and Men of Color Initiative which serve to increase, encourage, and support the inclusion and educational success of students of color, particularly Hispanic/Latinx and African-American males
- Heritage Month Programs and Awareness Weeks: IT'S ON US Week, Trans Visibility Week, Sexual Assault Awareness Month (SAAM)

- Cultural Diversity Events and Workshops
- End-of-the-Year Specialty Celebrations: Black & LatinX Graduation; Lavender Graduation
- (Virtual) Campus Vibe-Checks that provide healing and community spaces promoting self-awareness and belongingness
- Mentoring, Inclusion, and Connection opportunities: Soup and Conversations, Pan y Café, and DiversiTeas, LGBTea, Fluidity, Rise Up, Black Women of Excellence
- Workshops/trainings that expose and combat macroaggressions and microaggressions rooted in privilege and oppression and educate about self-defense, bystander intervention, critical consciousness around group and identity development, consent, conflict resolution, and cultural sensitivity that reduces bias.

uis.edu/diversitycenter 217-206-6333

Financial Aid

Student employment, financial aid, scholarships, other resources

Attending and graduating from college costs a lot of money, no doubt about it. But college is also one of the best investments you'll ever make. The student and professional staff members of the Office of Financial Aid will help you explore a variety of ways to pay for your college education.

uis.edu/financialaid 217-206-6724

Gender and Sexuality Student Services

The office provides education, advocacy, support, a welcoming space, and mentoring for those with LGBTQIA+ and/or other marginalized gender and sexual identities, as well as cisgender and heterosexual allies. The office sponsors many activities throughout the year, including the Closet Door on the Quad, Day of Silence, Trans* Visibility Week, Fluidity (weekly confidential support group), and weekly LGBTea socials; arts and entertainment events; and educational workshops, such as Safe Zone / Brave Space and facilitated trainings by InQUEERy student peer educators.

uis.edu/gendersexualitystudentservices 217-206-8316

Health Services

Health Services supports the mission of UIS by providing cost effective, comprehensive, accessible, professional health care. We provide preventive services and resources that support participation in health care, enabling individuals to recognize health as a comprehensive state over which they have control. Health Services provides quality care that is accessible and confidential. We provide treatment for acute injuries and illnesses; allergy, seasonal flu shots and other immunizations; women's health exams; birth control; sexual health testing and counseling; physician consultation and routine physicals.

Health Services Online Patient Portal Access:

go.uis.edu/patientportal

Student Immunization Requirements/Records. Failure to provide proof of immunizations by the deadline results in the assessment of an immunization non-compliance fee, as well as a hold restricting course registration for future semesters. Please review our policies uis.edu/healthservices and submission requirements apply.uis.edu/apply/status, go.uis.edu/patientportal online, contact our office by phone or email uishealthservice@uis.edu.

Health Services recognizes the need to offer appointment options to receive care from our providers. We can provide appointments both in the office and using the online telehealth site, Doxyme.com. Doxyme.com delivers a comfortable, secure and private option for online care. To make either type of appointment, please call our office to discuss your options.

Contact: Business Services Building, Room 20
Phone: 217-206-6676 • Fax: 217-206-7779

uis.edu/healthservices/
go.uis.edu/patientportal
apply.uis.edu/apply/status

International Student Services

Services for students from around the world

International Student Services provides the support and assistance necessary for international students to achieve their educational goals and to ensure institutional compliance with government immigration regulations. ISS provides the documents required for international students to obtain and maintain their legal status. The staff is available to guide students on immigration matters (visa document questions, government paperwork, work authorization processes), to present orientation and special programs, to help with planning, promoting and presenting social events and to provide cross-cultural counseling and academic and financial advising. Specifically, ISS:

- Advises international students, their dependents and University departments on compliance with US immigration laws and regulations
- Recommends and approves immigration benefits
- Verifies, tracks and submits student status notifications through the Student and Exchange Visitor Information System (SEVIS), as required by the US Department of Homeland Security
- Advises on adjustment to US society and American culture, academic concerns and community resources
- Processes forms I-20, travel signatures, employment requests and advises on maintaining status, social security numbers and other immigration related matters
- Conducts workshops and orientation sessions for international students and UIS departments
- Sponsors the annual International Festival, which showcases UIS international students and the culture of their home countries

uis.edu/internationalstudentservices 217-206-6678

Office of New Student Orientation & Parent Relations

Assists students in transitions for success and retention

The Office of New Student Orientation & Parent Relations (NSOPR) assists new students with their transition to the university's academic, social, and cultural community through purposeful programs, services, and resources that provide them a solid foundation for student success and retention. NSOPR also serves families of new and current students with programs and resources that help them understand and provide support for their students' initial transition to college through to graduation.

All new first-year students are required to participate in two mandatory orientation programs: Summer/Spring Orientation and

August/January Welcome before their semester starts. While transfer and graduate students are not required to attend an orientation, students that have participated in one of our programs indicate they felt more prepared to start the semester and more knowledgeable about resources and programs available to them. All new students should visit our website. Please contact the Office of NSOPR with any questions or concerns.

uis.edu/newstudentorientation, UISOrientation@uis.edu,
217-206-8181

Student Union

The Student Union at UIS is the heart of the university campus. It's a place where students, along with faculty and staff, can spend time with friends, collaborate on academic and leadership activities and create an inclusive and welcoming campus community. The building includes:

- A Student Leadership Center, with spaces for the Student Government Association (SGA), Student Activities Committee (SAC), Student Organization Funding Association (SOFA), Student Life and Volunteer and Civic Engagement Center
- Multiple lounge spaces, large and small, for use by anyone on campus
- Diverse dining options and a Starbucks
- A ballroom/multipurpose room
- Office and building function spaces
- Star Supply Stop

uis.edu/studentunion 217-206-4782

UIS Connection

UIS Connection is an easy-to-use online resource

UIS Connection is designed to help students find information about events and organizations on campus, keep track of their individual involvement and mark their progress toward the completion of co-curricular milestones. UIS Connection also helps student organizations and campus departments manage memberships, create and market events and track participation in co-curricular events. UIS Connection is available to anyone (students, faculty and staff) with a UIS NetID and can be accessed at uisconnection.uis.edu

UIS Student Insurance

Student insurance is automatically-assessed to any student enrolled in any on-campus or blended course(s). Any student enrolled in only-online coursework is not automatically-assessed and should contact the Office of Student Insurance to enroll.

Students who have an alternate, comparable source of health insurance may opt out of the University insurance plan by submission of an online waiver. The waiver period for the 2021/2022 Academic Year will open in August, once tuition and fees are assessed. Only students assessed the \$947 fee will receive an email to their campus email address with a link to the waiver. Account must reflect the insurance fee prior to waiver login being accessible. Posted waiver deadline is September 25, 2021. After deadline, appeals will be reviewed on a case-by-case basis. The UIS Student Insurance Plan meets gold level standards as defined by the Affordable Care Act. The plan includes optional dental

and vision coverage, as well as spouse and/or dependent(s) enrollment <https://uis.myahpcare.com/benefits>.

UIS Student Insurance, studentinsurance@uis.edu, is located in HRB 30, 217-206-6652.

UIS Police

Protecting, serving and providing a safe and secure environment

The University of Illinois Springfield Police Department is committed to protecting, serving and providing a safe and secure environment in partnership with the campus community. The UIS Police Department is a 24-hour operation. Our police officers have full arrest authority in any county where university property is located. The department has a crime prevention officer and certified instructors for the Rape Aggression Defense (R.A.D.) program. Every member of the campus community can help maintain the safe integrity of the university by taking responsibility for their own safety and the safety of those around them.

- [Report a Crime](#)
- [Campus Safety](#)
 - [Active Threat Information](#)
 - [Crime Prevention](#)
 - [Emergency Telephone Map](#)
 - [Emergency Response Plan](#)
 - [Safety Tips](#)
 - [Rape Aggression Defense – RAD](#)

Electronic Emergency Alert System available

UIS encourages all students to sign up for the electronic emergency alert system so that they will receive messages and instructions by text and/or email in the event of a campus emergency. [Click here to sign up for the Emergency Notification System.](#)

uis.edu/police Police Emergency: 217-206-7777
Police Non Emergency: 217-206-6690

Military & Veterans Affairs

Welcoming and assisting veterans, military personnel and their dependents

Veterans, active military personnel, reservists, and military dependents are a vital part of our student community. We are here to assist you in successfully completing your educational goals. Whether you are just getting started in college, are working on a degree while serving, are returning to school after putting your education on hold for a time, or are transferring into UIS from another institution, our mission is to provide the best assistance possible as you work toward completing your program of study.

uis.edu/veterans 217-206-VETS (8387)

Women's Center

The Women's Center exists to provide programming and support for women-identified students and their allies on campus

The Women's Center exists to provide programming and support for students across a wide range of issues that relate to gender, equity and justice. Our comprehensive, intersectional and welcoming approach to the community allows for individuals of any background and women-identified students and their allies to feel protected and adequately represented. Our programming and services cover a

variety of topics, needs and special interests that allow for community and engagement to manifest. These programs and services cover, but are not limited to, violence against women, women's empowerment, women's health and other identities that are plagued by systematic oppression. Overall, the approach of the UIS Women's Center is intended to be intersectional, recognizing that not all of those who may identify as women experience life the same way.

Some of the Women's Center events include: Women's History Month, R.A.D. Self Defense Training, Take Back the Night, Wage Negotiation Training and a variety of other speakers and workshops.

uis.edu/womenscenter/ 217-206-7173

Campus Life

Athletics

The UIS Department of Intercollegiate Athletics is a NCAA Division II program, which provides student-athletes with the opportunity to participate in 17 varsity sports.

Vision – The Department of Intercollegiate Athletics at UIS is committed to be the premier, public NCAA Division II program in the Midwest Region.

Mission – To shape our student-athletes into productive, service-minded leaders; and to center the athletic experience on academic achievement, pursuits of championships and community outreach.

Men's Sports – Baseball, Basketball, Cross Country, Golf, Soccer, Tennis and Track & Field.

Women's Sports – Basketball, Cross Country, Golf, Soccer, Softball, Tennis, Track & Field and Volleyball.

uisprairiestars.com

Dining Services

UIS Dining Services offers a wide variety of menu options, affordable meal plans and catering.

The Food Studio and Starbucks are located in the Student Union and are open to the public. Students may use their i-cards as well as cash and credit cards at both locations.

uis.edu/foodservice 217-206-6768

Residence Life

Residence Life provides safe, inclusive community environments to support personal and academic growth for on campus housing residents

uis.edu/residencelife

Living in the campus community will be one of the most rewarding experiences of your college life. The University of Illinois Springfield prides itself on many things. Perhaps most important is our developing sense of a UIS community that is growing on campus each and every day. Every year, students choose from among four distinct living options – two residence halls, townhouses and apartments. Residence Life strives to foster personal and academic growth among residents, while providing progressive, collaborative and educational experiences. Our goal is to provide a safe, secure, diverse and inclusive living-learning environment for all UIS students.

Living-Learning and Themed Housing Communities

DRL is dedicated to providing and fostering opportunities for students in residence halls, apartments and townhouses to live in established living-learning communities or other thematic residency options as a means of establishing connections to other students, which enhance their overall living environment. Research shows these affiliations and connections afford greater pathways to retention and eventual graduation. Residents in living-learning or thematic-based communities participate in a number of common academic programs, special activities and organized events. Specific communities are established according to student interests and departmental needs. **Check the appropriate box on the housing application/contract if you are interested in participation and residency in a particular living-learning or thematic housing community currently offered.** Current examples include:

Capital Scholars Honors Program (CAP Honors) is a selective undergraduate academic program designed for the first and second year of the four-year experience. CAP Honors prefers that all honors students live together with other honors students for their first two years and DRL strives to fulfill that commitment when feasible. This unique living-learning community provides academic support and advising, collaborative course work, community building events, service learning opportunities, a faculty-in-residence series, mentoring programs, as well as tutoring and academic studios. In addition, some offices for CAP Honors academic staff and faculty are located in Lincoln Residence Hall. With possible exception of L4L, participation in CAP Honors cannot be combined with participation in other Living-Learning Communities.

Leadership for Life Service Program (L4L) is a living-learning community focused on volunteer service and leadership. L4L is open to all students – regardless of major, year, etc. The purpose of this program is to provide a positive environment through which students can take the first steps toward a lifelong commitment to community involvement and engagement. First-year students admitted to L4L live together (optional), take a class together and commit to doing service together. Past projects have included participation with the UIS Community Garden, food distributions, Special Olympics, and many more. Comprised of upper-class students in the program, the L4L Leadership team offers support to first year students and engages them through service projects and social events. Students complete their first year with greater leadership skills and a motivation to make positive change in our world. After the first year, L4L members have opportunities to join the Leadership team, and take on leadership roles in creating and leading projects. Both CAP Honors and academically oriented traditional students may share the L4L lifestyle on this wing. uis.edu/volunteer/prospective

Necessary Steps Mentoring Program (NSMP) is a program for First Year/First Generation college students whose parents/guardians have not graduated from a four-year college or institution. NSMP is designed to assist in the transition from high school to college, as well as transforming our students into scholars. The program provides a supportive community that will help students learn and grow. In addition, students will receive opportunities for connection and guidance from an upper-class Student Mentor, in collaboration with a Peer Advisor, who will assist with program class scheduling and requirements. The program offers academic counsel, social events on and off campus, group discussions and activities that explore personal interests, educational goals and successes

throughout the year. Participation in NSMP cannot be combined with participation in other Living-Learning Communities.

Pre-Nursing Pathways is a program specifically developed for freshmen and some sophomore students entering the joint UIC/UIS academic partnership, who are interested in a nursing career. The Pre-Nursing Pathways living-learning community is designed to offer students interested in pursuing a Nursing degree the opportunity to live together in an academically-supportive community learning wing with other incoming freshmen students interested in nursing. This LLC offers a residential space focused on academic achievement, career-centered programming and intensive advising intended to help students successfully complete the pre-requisite courses required to apply for the Nursing Program currently offered through the University of Illinois Chicago, Springfield Regional Campus. Students participating in the Pre-Nursing Pathways LLC will have enhanced access to individualized academic advising in the residence hall, a wide variety of career-centered programming offered by the Nursing department staff and supplemental instruction and tutoring focused on pre- requisite coursework.

Students Transitioning for Academic Retention and Success (STARS) is a living-learning community wing in LRH specifically developed to provide increased academic support for entering students seeking to achieve specific academic goals and ongoing academic success throughout college. Students live together, enjoy taking two courses together during the first year and experience both a freshmen Summer Bridge prior to the start of classes and a sophomore Summer Bridge during the week following the first year. Each of these components is designed to help students build a strong community, become engaged in campus activities and achieve academic success. **Select students are invited to participate in STARS upon committing to UIS.**

Second Year Residential Initiative (SYRI) is a themed community incorporating ALL second-year/sophomore students living on-campus, wherever they may be assigned. Residents living in SYRI will have the opportunity to explore the majors, resources and student leadership positions UIS provides. SYRI will offer events for residents to mingle with faculty outside the classroom, learn and hone study skills, engage with study abroad programs, prep for internships and other career opportunities and ensure a successful second year at UIS. **Select sophomore students may be invited to participate in SYRI as a townhouse resident, based on established academic success criteria and evidence of positive community engagement during freshman year, in order to accommodate the size of the incoming freshmen class cohort as needed.**

Gender Inclusive Housing (GIH) is a themed housing community designed to provide a welcoming space for students to choose their roommates, regardless of gender. Its mission is to promote a healthy and safe living and learning environment, which allows students to live in an environment where they can express their gender or sexual orientation in a way that is true to themselves. GIH is offered in all residential areas, including the residence halls. Students must submit additional documentation, including a short essay and GIH agreement, when submitting their application/contract. More information regarding GIH can be located on our website under the Housing Options page!

Residency Requirement Policy: all single freshmen and sophomore students under age 21, not residing with parent(s) or legal guardian(s) within a 40-mile radius of the Springfield campus and having earned

fewer than 60 UIS recognized credit hours in two full years after completing high school are required to live on-campus, unless otherwise exempted per policy. In addition, all newly entering campus participants with IEP or ESL status are also required to live on-campus for one academic year, unless otherwise exempted per policy.

reslife@uis.edu

uis.edu/residencelife 217-206-6190

Campus Recreation

One program, many activities: Outdoor Adventures, intramurals, fitness, wellness and more

Fitness training, wellness, intramurals and outdoors programs are among the activities offered by Campus Recreation, housed in The Recreation and Athletics Center.

uis.edu/campusrec 217-206-7103

Student Life

Enhancing campus life through student organizations, activities, leadership development and UIS traditions

Student Life offers many opportunities to students to get involved with campus clubs and organizations, run for the Student Government Association (SGA) and more.

Student Organizations

uis.edu/studentlife 217-206-4762

Greek Life

Sororities and fraternities part of Student Life at UIS

University Greeks help promote academic excellence, social justice and service, sisterhood/brotherhood and social standards. As members of Fraternities and Sororities at the University of Illinois Springfield, we are committed to ensuring our success as students and invested partners in our organizations through celebrating friendship, leadership, scholarship, service and social advancement while appreciating the diversity of our member organizations.

Alpha Phi Alpha Fraternity
Delta Kappa Epsilon Fraternity
Phi Beta Sigma Fraternity
Phi Kappa Tau Fraternity
Sigma Lambda Beta Fraternity

Alpha Kappa Alpha Sorority
Delta Sigma Theta Sorority
Gamma Phi Omega Sorority
Tri Sigma Sorority
Zeta Phi Beta Sorority

uis.edu/greeklife 217-206-8539

Student Government Association

SGA serves campus, provides leadership and other opportunities to members

The Student Government Association is comprised of student officers and senators elected by the UIS student body. They hold regular meetings patterned after professional government meetings of elected officials.

uis.edu/sga 217-206-4762

Volunteering, Volunteer and Civic Engagement Center

Motto is “learning and leading by serving”

The Volunteer Center offers an array of service opportunities both on and off-campus to students, faculty, staff, and others. "Weekly projects" include a service project every Monday - Friday with transportation provided from campus. We work with sites such as the Central Illinois Foodbank, Habitat for Humanity, Ronald McDonald House, and District 186 schools. Days of service include Tie a Yellow Ribbon in honor of Veterans Day, Trick or Treating for Canned Goods, MLK Day of Service and more. Students may sign up as little or as often as they are able, and we make this process very simple. We encourage all students looking to make connections and make an impact to contact us for assistance in finding a fitting volunteer placement. We'll work with your time, talents, and passion to help connect you to the great opportunities available in Springfield.

uis.edu/volunteer 217-206-7716

Visual & Performing Arts and Media

UIS Music

Students of many majors participate

The UIS Music program welcomes students from all majors and colleges within the University to take classes in music history, music theory, ethnomusicology, music education, arts entrepreneurship, and music performance. Performance ensembles include Band, Chorus, Jazz Ensemble, and Orchestra and welcome participation for optional course credit. A number of generous music scholarships are available including the \$10,000 Camerata Scholarship.

uis.edu/music/ 217-206-6240

UIS Theatre

Students train and develop as theatre artists in the classroom and in the theatre

Numerous theatre classes are available for Theatre Majors, Theatre Minors and for students majoring or minoring in another discipline at UIS. For more information about the current UIS THEATRE season, upcoming crew interviews & auditions, the Theatre Major, the Theatre Minor, Scholarships, etc., please visit uis.edu/theatre.

Visual Arts Gallery

Showcases art by professional and student artists

The Visual Arts Program extends learning beyond the classroom by holding exhibitions in the UIS Visual Arts Gallery located on the second floor of the Health and Sciences Building. Students may attend openings and workshops for free and enjoy viewing works by a variety of professional artists. Graduating students present their senior exhibitions in the gallery.

uis.edu/visualarts/gallery 217-206-6506

ECCE Speaker Series

The *Engaged Citizenship Common Experience (ECCE) Speaker Series* presents events that promote and adhere to the value of engaged citizenship, cultural awareness and respect for diversity. Speaker Series events, which are free and open to the public, feature speakers and activities that exemplify engagement in civic life, enrich our understanding of and promote respect for the diversity of our communities, whether local or global, and inspire everyone to take on their social responsibility. Learn more about the series and see a current list of events uis.edu/speakerseries/events.

UIS Performing Arts Center

The University of Illinois Springfield Performing Arts Center is located inside the Public Affairs Center (PAC) building and is comprised of two performance venues. The 2,000-seat Sangamon Auditorium is located on level 2, while the smaller and more intimate UIS Studio Theatre is located on level 1. Tickets for events are available at the Ticket Office located on level 2. Discounts for UIS students are available for some events. Please inquire at the Ticket Office as these discounts may not be publicly advertised or available online. The Ticket Office number is 217-206-6160. Click [here](#) for the event schedule or visit UISpac.com.

Foreign and Independent Film Series

NPR Illinois, 91.9, and Office of Student Life sponsor the Foreign and Independent Film Series

The Foreign and Independent Film Series is a NPR Illinois and Student Life sponsored series that hosts a variety of critically-acclaimed independent and foreign films in Brookens Auditorium. Admittance is free and open to the public.



NPR Illinois | 91.9 UIS

Public Radio from the University of Illinois Springfield

This National Public Radio affiliate offers a variety of news, arts and entertainment and other programs.

Student Newspaper

The Journal offers variety of opportunities for students

The Journal, the award-winning student newspaper at UIS, is located in Suite 52 of the Human Resources Building.

We offer student employment opportunities in reporting, editing, photography, layout and design and distribution, among other areas. In addition, the student newspaper welcomes student calls or e-mails regarding letters-to-the-editor and guest articles.

Call 217-206-NEWS or email journal@uis.edu for more information.

Taking Care of Business

See the following programs and offices for class registration and records, student accounts, emergency alert systems, financial aid and health insurance, among other services.

i-card

I-card is the official UIS identification card

The i-card serves as an ID card, wallet and coupon all in one. It provides access to your meal plan, allows you to purchase items from vending machines and the bookstore on campus, is your library card and recreation facilities pass and is swiped to take attendance in many classes. Because students will need their i-cards for many campus services and community conveniences, and are required to present them upon request, they are encouraged to carry their i-cards with them at all times.

Records and Registration

The Office of Records and Registration (also known as the Office of the Registrar) consists of a number of units responsible for a variety of duties.

These units include: **Applications/Evaluations** (including processing admission application paperwork and the evaluation of all credentials and degrees in progress), **Registration** (including course registration, catalog/schedule maintenance, and tuition/fee assessment), **Records** (including the issuance of official UIS transcripts, enrollment/degree verifications, and grade changes), and **Graduation** (including the awarding of all degrees and associated diplomas).

The mission of the Office of Records and Registration is to provide students, faculty, and staff with accurate, timely, courteous, and professional service at all times.

uis.edu/registrar, registrar@uis.edu, 217-206-6174

University Bursar

University Bursar manages student account transactions

University Bursar is responsible for managing student account transactions and collecting payments for the university. Students should contact our office if they have questions about their university account balance, charges and/or credits on their student account, payment due date, or need information about making payments to the university. Please visit the [Pay My Bill](#) website for information about the university payment policy or the optional UI-Pay Payment Plan.

Student Policies, Reports and Procedures

Campus Safety Policy For Students with Disabilities (pdf)

The Office of Disability Services (ODS) at the University of Illinois Springfield provides academic accommodations for students registered in the office, who have provided the appropriate documentation to justify the academic accommodations requested. We serve students who register with our office by providing them with resources on campus for their academic success. We are also interested in the safety of our students on campus.

Drug and Alcohol Policy – A complete copy of UIS’ drug prevention policy and program may be obtained from either the vice chancellor for Student Affairs or the associate vice president for Human Resources.

Parental Notification Policy – The decision to give parental notification will be based on factors such as the student’s prior judicial history, the severity of the alleged incident and other relevant circumstances.

UIS Peer-to-Peer Compliance Plan: Higher Education Opportunity Act (HEOA) – Plan for Combatting the Unauthorized Distribution of Copyrighted Material by Users of UIS Network.

UIS Annual Security and Fire Safety Report – This report includes crime statistics and residence hall fire statistics for the past three years, and it also includes institutional policies concerning campus security and other crime-prevention information. The report is intended to promote your own awareness of safety, to learn about campus resources regarding prevention of and responses to certain incidents and crimes and to make our safe campus an even safer place.

Student Conduct Code – The Code covers disciplinary action initiated or taken against a student. Disciplinary action may be initiated for proscribed conduct occurring on property owned or controlled by the Campus, or conduct in the course of participating in a Campus-sponsored program or project.

Student Grievance Code – The Code covers a grievance brought by a student against another member of the Campus community.

Student Emergency and Referral Procedures – The University of Illinois expects and encourages students to maintain reasonable care for their own well-being. Students who threaten or attempt suicide, engage in efforts to prepare to commit suicide, or express a preoccupation with suicide are required to attend four sessions of professional assessment at the UIS Counseling Center or with an external licensed mental health professional. Requests to meet the four-session requirement through an external licensed mental health professional must be approved by the Counseling Center.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act Report – Annual Security and Fire Safety Report for 2017; Published in the year 2018 – This information is provided in compliance with federal law, known as the Clery Act, and the Illinois Campus Security Enhancement Act.

UIS Nondiscrimination Policy – The University of Illinois will not engage in discrimination or harassment against any person because of the following protected categories: race, color, religion, sex, national origin, ancestry, age, order of protection status, genetic information, marital status, disability, sexual orientation including gender identity, unfavorable discharge from the military or status as a protected veteran and will comply with all federal, state and applicable local nondiscrimination, equal opportunity and affirmative action laws, orders and regulations.
<https://www.uis.edu/aeo/policies/>

Students – Designate a “Primary Contact if Missing” – The Clery Act contains certain requirements related to students who have been determined to be missing more than 24 hours. One of these requirements included providing all students with an opportunity to name an emergency contact that is specifically related to and used when a student has been determined to be missing. All students are encouraged to register by logging into Log into Student Self-Service. apps.uillinois.edu/

Violence Prevention Plan – The University of Illinois at Springfield’s Campus Violence Prevention Plan is designed to comply with applicable federal and state regulations and to provide the policies and procedures to be followed in dealing with issues related to violence on campus. uis.edu/police/campus-safety/violence-prevention-plan/

Title IX

Title IX is a UIS policy and U.S. law that includes rights and resources for victims of sexual assault and other sexual misconduct, including sexual harassment, dating and domestic violence, stalking and rape. The Access and Equity Office (AEO) is responsible for Title IX Coordination. AEO receives reports and addresses complaints of Title IX violations and also assists victims with campus and off-campus resources, including scheduling counseling appointments and working with UIS faculty, administrators and UIS Campus Police to provide interim safety and academic success measures.

- **Sexual Misconduct Policy and Appendices**
- **UIS Student Rights and Options**
- **Report an Incident**
- **Training and Prevention**

Residence Life Community Handbook

The Department of Residence Life’s policies and procedures are updated annually and can be found within the **Community Handbook**.