

UNIVERSITY OF SOUTHERN INDIANA  
SCREAMING  
EAGLES 

NEW STUDENT  
GUIDE

2023-24





## ACKNOWLEDGEMENTS

The New Student Guide is published by USI New Student and Transitional Programs. The information in this guide was collected and compiled in Spring 2023. Since the programs and services contained herein are subject to continuous review and evaluation, the University reserves the right to make changes at any time without notice. This publication, therefore, is intended for information only. Contact the area responsible for specific programs/services for assistance.

## QUESTIONS OR COMMENTS? CONTACT US:

New Student and Transitional Programs  
University Center East 1229  
812-465-7167  
[USI.edu/newstudent](http://USI.edu/newstudent)  
[new.student@usi.edu](mailto:new.student@usi.edu)

The University of Southern Indiana's Equal Opportunity and Non-Discrimination Policy prohibits all forms of unlawful Discrimination and related Harassment toward any University community member on the basis of race, color, religion, sex, pregnancy or marital status, parental status, national origin or ancestry, age (40 and older), disability, genetic information, sexual orientation, gender identity, gender expression, veteran status or any other category protected by law or identified by the University as a protected class.

Compliance with this Policy is a term and condition of a person's employment, membership, or affiliation with the University of Southern Indiana.

Questions or concerns should be directed to the Affirmative Action Officer, USI Human Resources Department,  
University of Southern Indiana, 8600 University Boulevard, Evansville, Indiana 47712.



# Table of Contents:

## WELCOME

- 5 Academic Calendar/University Mission
- 6 Letter from the President
- 7 USI Creed and Student Collegiality Statement

## TRADITIONS

- 9 History of USI
- 10 Screaming Eagle Traditions
- 11 Campus Lingo
- 13 USI Fight Song

## ACADEMIC SUCCESS

- 15 Academic Skills/Advising Contacts
- 16 Academic Terminology
- 16 Academic Advising
- 17 Career Counseling
- 17 Center for Adult Learner Success
- 17 David L. Rice Library
- 18 Disability Resources
- 18 Honors Program
- 18 Student Support Services
- 19 Undergraduate Research Opportunities (Endeavor)
- 19 Veteran, Military and Family Resource Center

## CAMPUS RESOURCES

- 21 ATMs on Campus
- 21 Campus Housing
- 22 Campus Store
- 22 Career Services and Internships
- 23 Dean of Students

## CAMPUS RESOURCES CONTINUED

- 24 Eagle Access Card
- 24 Dining on Campus
- 26 Health and Wellness Services
- 29 Institutional Equity
- 30 Multicultural Center
- 30 Center for International Programs
- 30 Registrar
- 31 Public Safety
- 32 Technology on Campus

## COLLEGE FINANCES

- 35 Student Financial Assistance
- 35 Bursar
- 35 Student Financial Success Center
- 36 Bill Payment FAQ
- 37 Financial Aid Checklist

## STUDENT INVOLVEMENT

- 39 First Year at USI Programs
- 40 Center for Campus Life
- 40 Student Organizations
- 42 Fraternity/Sorority Life
- 42 Intercollegiate Athletics
- 43 Performing Arts
- 43 Religious Life
- 43 Student Media
- 43 Volunteer USI

## HELPFUL INFORMATION

- 45 Contacts



# WELCOME TO A COMMUNITY OF SCHOLARS





# University of Southern Indiana Academic Calendar

## FALL 2023

8/21	Classes Begin
8/21–8/25	Schedule revision and late registration period
8/25	End 100% Refund
8/28–9/1	Pass/No Pass option period
9/1	End 75% Refund
9/4	University Closed*
9/8	End 50% Refund
9/12	Fall Assessment Day*
9/15	Early Alert Notifications Sent End 25% Refund Last day to drop health services fee for semester
10/6	Progress Reports Sent
10/9–10/10	Fall Break*
10/20	Last day to drop a class or withdraw without evaluation (full-term classes)
10/23–10/27	Spring/Summer 2024 Priority Registration
11/22–11/26	Thanksgiving Recess* University Closed*
12/8	Schedule Revisions/ Withdrawals End
12/9–12/15	Final Exams
12/16	Fall Commencement
12/19	Fall grades available via myUSI

## SPRING 2024

1/8	Classes Begin
1/8–1/12	Schedule revision and late registration period
1/12	End 100% Refund
1/15	Martin Luther King Jr. Day*
1/15–1/19	Pass/No Pass option period
1/19	End 75% Refund
1/26	End 50% Refund
2/2	Early Alert Notifications Sent End 25% Refund Last day to drop health services fee for semester
2/23	Progress Reports Sent
3/4–3/9	Spring Break*
3/15	Last day to drop a class or withdraw without evaluation (full-term classes)
3/25–3/28	Fall 2024 Priority Registration
3/26	Spring Assessment Day*
3/29	University Closed*
4/26	Schedule Revisions/ Withdrawals End
4/27–5/3	Final Exams
5/3–5/4	Spring Commencement Weekend
5/7	Spring grades available via myUSI

\*No Classes

## USI VISION AND MISSION

USI will be a recognized leader in higher education boldly shaping the future and transforming the lives of our students through exceptional learning and intentional innovation.

USI is an engaged learning community committed to exceptional education. We exist to provide an educated citizenry that can engage in a civil manner within a community with divergent ideas and cultural differences. We prepare our students to lead and make positive contributions to our state, their communities, and to be lifetime learners in a diverse and global society.

# WELCOME TO THE UNIVERSITY OF SOUTHERN INDIANA!

Whether you are a new freshman, a transfer or restarting your educational journey, I hope you find the information in this guide helpful in giving you a jumpstart on taking full advantage of the resources USI has to offer. Although we try to provide ample information during the orientation process, we know that sometimes information must be “right timed” to be the most helpful. That means it needs to be at your fingertips when you need it. Please notify us if there are important topics missing and we will consider revising future editions to help those who follow you to USI.

I wish you a smooth transition to our campus, and I encourage you to participate in campus events to lend your voice and presence to your new community. In addition, please read the next section to learn more about the history and traditions of your University.

Let us know what we can do to assist you as you begin your college experience. Best wishes to you as you take this important step in your life. Welcome to USI!  
It is great to have you here!



Ronald S. Rochon, PhD  
President





UNIVERSITY OF SOUTHERN INDIANA

# CREED

AS A MEMBER OF THE USI COMMUNITY...

I will practice personal and academic integrity; I will reject and confront all manifestations of discrimination while striving to learn from differences in people, ideas and opinions;

I will demonstrate concern for others, their feelings, their property and their need for conditions which support their work and development;

Allegiance to these ideals requires that I refrain from and discourage behaviors which threaten the freedom and respect every individual deserves.

The University of Southern Indiana is a diverse community devoted to preparing students to become better students. Each member of this community is obligated to a code of civil behavior. If you experience or observe actions on campus which are not in accordance with the USI Creed, please contact the Dean of Students Office at 812-464-1862.







# UNIVERSITY OF SOUTHERN INDIANA

# TRADITIONS

## HISTORY OF USI

The University was established in 1965 in response to a need for public higher education in southwestern Indiana. From its earliest stage of planning in the early 1960s, community leaders have supported the University by providing a solid base for its present success and future growth.

In 1967, Southern Indiana Higher Education, Inc. (SIHE) raised nearly \$1 million to acquire 1,400 acres for the Mid-America University Center. Groundbreaking was held June 22, 1968. Since September 1969, the University has occupied 330 acres, most donated by SIHE. On June 30, 2008, SIHE transferred ownership of over 900 acres of land and remaining assets to the USI Foundation.

There are four academic colleges within the University's structure: Romain College of Business, College of Liberal Arts, College of Nursing and Health Professions and Pott College of Science, Engineering, and Education. Students also are served through University Division. USI is a Carnegie Foundation Community Engaged University and offers continuing education and special programs to more than 20,000 participants annually through Outreach and Engagement. In addition, the University offers programs and classes through the Stone Family Center for Health Sciences in downtown Evansville. The University of Southern Indiana is one of five state universities in Indiana conferring baccalaureate and higher degrees.

## TIMELINE

1965	University established and first classes held	1994	SIHE transfers ownership of \$15 million student apartments to USI
1966	Southern Indiana Higher Education, Inc. (SIHE) raises nearly \$1 million to acquire 1,400 acres in western Vanderburgh County	1995	Men's Basketball team wins NCAA Division II National Championship
1968	The state approves funding for the first building on campus, the Administration/ Science Complex	1999	First suite-style residence halls open
1969	The Administration/Science complex opens with 18 classrooms, seven labs and 1,617 students	2008	Doctor of Nursing Practice is first doctoral degree offered
1970	Men's Basketball is the first intercollegiate sport and and Screaming Eagles athletics are born	2010	Baseball team wins NCAA Division II National Championship in both 2010 and 2014.
1971	First Commencement for 151 degree candidates is held on campus	2014	
1975	Women's Basketball is the first women's intercollegiate sport	2015	USI celebrates its 50th anniversary
1979	North Central Association of Colleges and Schools grants 10-year accreditation	2016	USI Foundation completes <i>Campaign USI: Elevating Excellence</i> , raising \$57.1 million and adds two named degrees in Engineering, bringing the total to more than 80 degrees.
1981	Radio station is established and still broadcasts today as <i>The Spin</i> -Evansville's Alternative on 95.7 FM and 820 AM	2018	Softball team wins NCAA Division II National Championship; USI Foundation celebrates 50th anniversary
1984	First student housing is constructed on campus	2019	Inauguration of USI's 4th President First endowed Professorship established Doctor of Educational Leadership approved Screaming Eagles Arena opens
		2021	Aquatic Center opens as home to USI's men and women's swimming and diving teams
		2022	USI begins reclassification process to move to Division I athletics in Ohio Valley Conference.



## SCREAMING EAGLE TRADITIONS

### ARCHIE'S BIRTHDAY BASH:

Each October, we celebrate the birthday of our beloved mascot Archibald T. Eagle.

### CONVOCATION PIN:

The convocation pin is given to incoming new students at New Student Convocation to represent their connection with USI and commemorate the year they began their academic journey at USI. The pin is traditionally designed by a current USI student.

### DANCE COMPETITION:

A dance competition held during Greek Week, this event is hosted by the fraternity and sorority community. All students are welcome to attend the competition.

### HOMECOMING:

Each year, the University of Southern Indiana welcomes back its alumni with Homecoming festivities. Homecoming Week is packed with activities designed to bolster school spirit and recognize USI student athletes.

### LIGHTING A TRADITION:

This holiday ceremony in November puts students, families and friends in the holiday spirit. Enjoy carols, hot chocolate, cookies and more as we light the Quad!

### DR. MARTIN LUTHER KING JR. MEMORIAL LUNCHEON:

The annual Dr. Martin Luther King Jr. Memorial Luncheon features a prominent, successful African American keynote speaker and attracts a large crowd from throughout the community. Past speakers have included actors, journalists, judges, authors and Olympians, among others. The luncheon encourages and inspires attendees to continue working for the cause of racial equality, for which Dr. King gave his life.

### MIDNIGHT MADNESS:

The annual Midnight Madness celebration, sponsored by USI Athletics, Archie's Army, and Recreation, Fitness and Wellness, is the official kickoff of basketball season at USI, and draws as many as 1,000 students and fans to celebrate and meet the teams.

### NEW STUDENT CONVOCATION:

This ceremony is held in August just before classes start. New students and their families are invited to attend this formal induction of new students to our academic community.

### SPRINGFEST:

This annual campus event celebrates warmer weather and campus spirit. In early April, students have the opportunity to enjoy fun and free events on campus.

### STUDENT INVOLVEMENT FAIR:

The Student Involvement Fair is held in the second week of classes. Registered student organizations, University departments and Evansville community groups provide information about how to get involved in their organizations.

### THANKFUL TREE:

This holiday activity in November reminds us of everything for which we are thankful. We write thankful thoughts to tuck in ornaments to hang on the Thankful Tree. In addition, we enjoy hot cocoa and cookies while thinking of ways to pay it forward through random acts of kindness.







## CAMPUS LINGO

**ARCHIE:** Archibald T. Eagle. USI's mascot.

**ARCHIE'S ARMY:** Archie's Army is the student cheerblock at athletic events.

**BE:** Business and Engineering Center

**BLACKBOARD:** Blackboard is a course management system used by USI faculty and students. Many of your courses will require you to use Blackboard. Students can access course materials their professors make available, and may participate in class discussions online.

**BROADWAY:** Broadway Sports Complex

**C-STORE:** Located in the Housing and Residence Life Community Center and houses a small convenience store, Archie's Eagle Express pizza delivery and other foods, as well as a laundry room and offices of HRL staff.

**DOUBLEMAP:** This app can be downloaded free on iPhone and Android devices and gives students, faculty and staff instant real-time GPS location of buses serving the campus community, including the METS West Connection and the USI campus shuttles.

**EAGLE EXPERIENCE:** Eagle Experience helps you learn more about the University and meet students, faculty and staff. It is a component of Welcome Week and all new students are expected to attend.

**EAGLESYNC:** An online management tool USI students use to manage their co-curricular activities at USI. It is a great way to learn about student organizations and activities at USI. You can access at [my.usi.edu](http://my.usi.edu).

**ED:** Education Center

**EMERGING LEADERS:** Freshmen who participate and graduate from the Emerging Leaders Program. Applications open during the Fall semester.

**FALL FESTIVAL:** Every October Evansville's West Side Nut Club organizes and sponsors a mammoth Fall Festival. This is a week-long gala on the west side of Evansville along Franklin Street, with free entertainment, carnival attractions, over 126 food booths, amateur talent competitions and a parade.



# CAMPUS LINGO

**GREEK(S):** members of social fraternities and sororities

**HP:** Health Professions Center

**JAZZ LOUNGE:** Lounge in entry to the David L. Rice Library.

**LA:** Liberal Arts Center

**THE LINK:** Lounge area between the Science Center and Health Professions. It offers a lounge and food options.

**myUSI:** myUSI is your online connection to the University. It is a web-based portal that accesses multiple services on campus. myUSI provides access to your USI email, important university announcements, Blackboard, financial aid information and more.

**ORIENTATION LEADERS:** At USI, orientation leaders assist new students in their transition to the University. Contact New Student and Transitional Programs regarding this student position.

**QUAD:** Open green space between Liberal Arts, David L. Rice Library, University Center and Business and Engineering Center. It is a great place to hang out with classmates and play Frisbee or football.

**R.A.:** Abbreviation for resident assistant of a residence hall or on-campus apartment. USI students serve in this capacity.

**THE REC/RFWC:** Recreation, Fitness and Wellness Center

**SC:** Science Center

**SEC:** Screaming Eagles Complex

**THE SHIELD:** USI's student publication established in 1968. Students are responsible for all reporting, writing, photography, editing, designing and ad sales. Read it online at [usishield.com](http://usishield.com) every day and pick up the latest issue of the print edition on newsstands at more than 20 campus locations during the fall and spring semesters.







## FIGHT ON, SCREAMING EAGLES!

FIGHT ON, SCREAMING EAGLES,  
FLY YOUR COLORS BRAVE AND TRUE!  
RELENTLESS AND STORIED,  
LEAD US TO GLORY,  
FIGHT FOR THE RED, WHITE AND BLUE  
(RAH! RAH! RAH!)  
FILLED WITH STRENGTH AND HONOR,  
SHOW YOUR SPIRIT FAR AND WIDE!  
WE EVER HAIL THEE,  
ON TO VICTORY  
OUR SOUTHERN INDIANA PRIDE!



## CAMPUS LINGO

**SCREAGLE:** Short for Screaming Eagles as used in #ScreaglePride.

**THE SPIN:** WSWI/*The Spin*, USI's campus radio station, serves Vanderburgh County and surrounding counties with alternative, electronic dance music/dubstep and hip-hop formats on 95.7 FM and on the Internet 52 weeks a year at 957thespin.com.

**UC:** University Center

**WELCOME WEEK:** Get your first taste of being a student at the University of Southern Indiana during Welcome Week. It is a week full of activities and events designed to help students meet other new students, get adjusted to new surroundings and start on the right foot in an academic career at USI. All new freshmen are required to attend Eagle Experience programs and encouraged to attend as many other events as possible.

**WELCOME WEEK LEADER:** Current students that volunteer to help new students transition to USI. They assist with all Welcome Week events.

**WEST SIDE:** USI is located on the west side of Evansville. The area west of North Main Street is considered the West Side.









# UNIVERSITY OF SOUTHERN INDIANA

# ACADEMIC SUCCESS

## ACADEMIC SKILLS

Academic Skills has everything you need to enhance your success as a college student, offering support in a variety of academic areas for all students. Learning assistance programs include:

### MATH TUTORING

Skilled math tutors, recommended by the Mathematical Sciences Department's faculty, are available to assist you with your math classes on a walk-in basis.

### STUDY SKILLS TUTORING/ACADEMIC COACHING

The academic demands of college can sometimes be overwhelming. Study skills tutors, athletic peer coaches and academic coaches can help with the successful transition to college. They offer individualized assistance with study skills such as:

- Time management
- Test-taking strategies
- Note-taking
- Textbook reading
- Organization and designing study plans

### SUBJECT-BASED TUTORING

Tutors can assist you in content-specific coursework, including:

- Accounting, Computer Information Systems, Economics and Finance
- Biology, Chemistry, Geology and Physics
- Psychology
- Engineering and Health Professions
- Other subjects as needed

No appointment is needed for most tutoring, although appointments are available with the learning specialist and study skills tutors/academic coaches.

## ADVISING CENTER CONTACTS

### ROMAIN COLLEGE OF BUSINESS

812-465-7028  
RCOB.Advise@usi.edu  
USI.edu/business  
Business and Engineering Center 1015

### COLLEGE OF LIBERAL ARTS

812-461-5307  
LA.advise@usi.edu  
USI.edu/liberal-arts  
Liberal Arts Center 2001

### BACHELOR OF PROFESSIONAL STUDIES (ADULT LEARNERS WITH PRIOR COLLEGE EXPERIENCE)

812-465-7117  
srtodd@usi.edu  
USI.edu/liberal-arts/professional-studies  
Liberal Arts Center 3099

### COLLEGE OF NURSING AND HEALTH PROFESSIONS

812-228-5042  
cnhp.advisor@usi.edu  
USI.edu/health  
Health Professions Center 2023

### POTT COLLEGE OF SCIENCE, ENGINEERING, AND EDUCATION

812-228-5191  
usi.parc@usi.edu  
USI.edu/science  
Education Center 3104

### CENTER FOR EXPLORING MAJORS

812-465-1606  
udadvise@usi.edu  
USI.edu/university-division  
Education Center 1142

# ACADEMIC TERMINOLOGY

## **ACADEMIC ADVISOR:**

A faculty or professional staff member assigned to advise students individually on selection of courses, curriculum and career-related questions.

## **ACADEMIC DISMISSAL:**

A student academically dismissed may not register for credit classes at the University for a minimum of one semester, unless readmitted provisionally. Such readmission is not automatic.

## **ACADEMIC PROBATION:**

Students who fail to meet minimum GPA standards will be placed on academic probation for one semester. During that semester, the student should make use of available University resources to improve academic skills and performance. Failure to meet the required GPA levels at the end of the probationary semester will result in academic dismissal from the University.

## **ADD/DROP:**

Students may add and drop classes online through the first week of the term. Thereafter, an Add/Drop form is required. Dates vary for courses meeting other than the full term or for summer sessions.

## **ADMINISTRATIVE WITHDRAWAL FOR NON-ATTENDANCE:**

Students who are absent one-half or more of the class meetings of a full-semester length class without excuse during the first three weeks may be notified by letter to their mailing address of the possibility of being administratively withdrawn from their class. The students so notified will be given until the end of the sixth week to meet with their instructors to resolve the situation. The instructor of the class may complete the process of an administrative withdrawal of a student if the situation is not resolved. NOTE: Merely not attending a course does not automatically remove the course from a student's record. Students who do not accept the responsibility of completing an Add/Drop or Withdrawal From All Classes form jeopardize their record with the possibility of incurring an F in a course not properly dropped.

## **BACHELOR'S DEGREE:**

A student receives this degree after successfully completing all requirements of his or her undergraduate studies.

# ACADEMIC SKILLS CONTINUED...

## **WRITERS' ROOM**

For writing assignments, peer writing consultants can provide you with guidance and feedback at any stage of the writing process, including:

- Understanding assignments
- Brainstorming
- Focusing, developing and organizing ideas
- Revising
- Researching and citing
- Developing editing strategies and identifying common writing errors

If you cannot visit the Writers' Room (ED 1102), you can email your papers to the Online Writing Lab at owl@usi.edu for feedback or make an appointment with a writing consultant.

## **SUPPLEMENTAL INSTRUCTION (SI)**

This academic support program provides regularly scheduled out-of-class review sessions to all students in a targeted course. Facilitated by an SI leader (a student who has successfully completed the course), the sessions provide an informal environment to review notes, discuss readings and prepare for exams.

All Academic Skills services are published each semester, and students can find out about specific resources and tutoring schedules at [USI.edu/university-division/academic-skills](http://USI.edu/university-division/academic-skills).

**For more information about Academic Skills contact them at 812-464-1743 or [acadskil@usi.edu](mailto:acadskil@usi.edu). They are located in Education Center, Room 1111A.**

# ACADEMIC ADVISING

At the University of Southern Indiana, academic advising is an ongoing educational process that connects you to the University. Faculty and staff academic advisors represent and interpret University policies and procedures and help you navigate the academic and organizational paths of the institution.

The University is committed to providing you with accurate and timely academic advising. During the school year, appointments are strongly encouraged, particularly during peak advising times. In the first year, you will be advised by advisors or faculty in the college advising center of your intended program or by Center for Exploring Majors advisors if you have not declared a major.

An academic advisor can help:

- Explore academic interests and determine an appropriate major
- Design a program of study, meeting individual interests and needs
- Map out students' schedules and prepare for registration
- Monitor students' academic progress
- Clarify students' educational and life goals
- Find activities and opportunities to enhance students' academic experience
- Develop an action plan if students are placed on probation

USI students have certain responsibilities in regard to their academic progress, including:

- Be knowledgeable about policies, procedures and requirements published in the USI Bulletin and class schedule
- Determine a course of study and satisfy the requirements defined in the USI Bulletin and degree audit
- Schedule and appear promptly for appointments with an advisor, when necessary
- Prepare for an advising session by having a list of questions and courses (and alternatives)
- Follow through with appropriate action after the advising meeting
- Accept responsibility for the academic decisions to be made

It is essential that you take responsibility for your education by meeting regularly with your academic advisor, located in one of the advising centers or the Center for Exploring Majors.

**Advising Center contacts can be found on page 15.**



## STUDENT SUCCESS EVENTS

Held each spring semester, Student Success Events are dedicated to students' academic, personal and professional success. Presenters from throughout the USI community explore topics related to student's mind, self and world view. Topics covered typically include study skills, academic advising, counseling services, student organizations, stress management, fitness, recreation and nutrition, career services and others. Student Success Events are open to the entire student community at USI, and all sessions are free.

## CAREER COUNSELING

If you are exploring or rethinking your major and career options, you are encouraged to utilize the Center for Exploring Majors' career counseling services. Through interest assessments and other resources, staff members work one-on-one with you to help you clarify your interests and skills and identify the major and career options that closely match your goals. Appointments will be tailored to your specific needs and concerns. **You can schedule a career counseling appointment by calling the Center for Exploring Majors at 812-465-1606 or visiting them on the first floor of the Education Center, Room 1142.**

## CENTER FOR ADULT LEARNER SUCCESS

Adult learners typically fall into at least one of these categories: 25 years or older, returning to school after 2+ years away or have dependents of their own. If that's you, be sure to check out the Center for Adult Learner Success!

The Center's staff is fully comprised of adult learners just like you. They understand your journey and are here to offer guidance and support throughout your USI experience, answering any questions you may have along the way.

Navigating higher education in addition to your other personal responsibilities can be tricky, so be sure to make this office your first stop.

**Learn more about the Center at [usi.edu/center-for-adult-learner-success](http://usi.edu/center-for-adult-learner-success), call 812-465-1045, email [adult.learners@usi.edu](mailto:adult.learners@usi.edu) or stop by the Health Professions Center, Room 3082.**

## DAVID L. RICE LIBRARY

Named for USI's first president, the David L. Rice Library is the go-to spot on campus for you to study, access your online course materials, pick up items on reserve, check out a laptop, iPad, or Galaxy tablet, collaborate with classmates, find a good book to enjoy, recharge your electronic devices or recharge yourself with a nap!

- Using email, chat, text and face-to-face consultations, reference librarians provide in-person and virtual help with finding needed information. They also teach classes on searching, selecting and evaluating that information while avoiding plagiarism.
- The University Archives and Special Collections have many amazing primary sources and artifacts covering University, local, state and regional history.
- More than 200 computers (Macs included!) are on all floors, offering access through the library's website to the online catalog, databases, helpful research guides and online tutorials.
- Study and gathering spaces on all four floors include tables, carrels, comfortable seating, two large quiet study reading rooms, 30 group study rooms and a large computer lab. There are 12 individual study carrels—complete with sliding glass doors and power—on the fourth floor.
- You can get connected with the library's services and resources through social media such as Facebook, Pinterest, Twitter, Instagram and YouTube.
- The Rice Library Testing Center is located on the first floor and is used for placement and other types of testing year-round.

**Check out [usi.edu/library](http://usi.edu/library) to see what we offer!**

## ACADEMIC TERMINOLOGY

### CLASSIFICATION:

A student is usually identified as a freshman, sophomore, junior or senior. This is applicable to the four years of full-time college attendance. However, an increase in hours earned during one or more semesters or enrollment in summer sessions may result in an accelerated program; a smaller than normal class load may result in a prolonged program. It is more accurate to designate class standing in accordance with credit hours earned.

The following schedule of hours earned is used to establish class standing:

0–29 hours	Freshman
30–59 hours	Sophomore
60–89 hours	Junior
90+ hours	Senior

This schedule has no necessary relationship to the cumulative hours and required grade point average necessary for continuing enrollment.

### CLASS SCHEDULE:

Includes important semester dates, the registration calendar, tips for searching the class list ([my.usi.edu](http://my.usi.edu)), instructions for schedule changes and withdrawals, the final exam schedule, academic information and policies and more. Students and faculty should refer to the class schedule ([bulletin.usi.edu](http://bulletin.usi.edu)) throughout the entire semester.

### CORE 39 (CORE CURRICULUM):

Provides the foundation for all bachelor degrees at the University of Southern Indiana. USI Core 39 provides knowledge and abilities that all educated people share. USI faculty have developed Core 39 to help students speak and write well, better understand the world and its cultures, think more clearly and live according to consistent ideals. It is based on the premise that students must know themselves and their world before they can become responsible leaders. Through Core 39, USI builds the desire and ability to achieve personal growth and contribute meaningfully to society.

**CREDIT:** What a student receives when successfully completing a college course. Credits are based on the amount of hours spent in class.

# ACADEMIC TERMINOLOGY

## DEGREE WORKS:

A system used to display the requirements for either your declared program or another major you are interested in, track your progress toward completion of your degree and list valid course options. A Degree Works Plan allows you to map the courses you should complete each semester in order to finish your bachelor's degree in four years. Degree Works can be accessed through myUSI.

## DROP/WITHDRAW WITHOUT EVALUATION:

Dropping a class between the second and ninth week of the term. By completing the necessary form for dropping a class, you will be given a grade of "W". Dates vary for courses meeting other than the full term or for summer sessions.

## DROP/WITHDRAW WITH EVALUATION:

Dropping a class during the 10th week of the semester through the last day of classes before final exams. You will be given a "W" if you are passing the class at the time of the drop. If you are not passing the class at that time, you may receive a grade of "F". Dates vary for courses meeting other than the full term and or summer sessions.

## EARLY ALERT GRADES:

The instructor of full-semester length fall/spring courses may report early alert grades at the end of the third week of the semester.

## E-BULLETIN:

Official source of the University's academic programs, courses, policies and procedures. The bulletin should be used as a guide in planning a course of study and in meeting requirements for graduation. (bulletin.usi.edu)

## FINAL:

Final examination; last major exam of the semester

## INTERNSHIP:

Work experience that contributes to the student's major. A faculty member monitors the process and there is usually some academic work required.

## MAJOR:

A primary field of study

## MINOR:

A secondary field of study

# DISABILITY RESOURCES (DR)

USI Disability Resources (DR) coordinates services and academic accommodations for USI students with disabilities to ensure equal access to facilities, programs, services and resources of the University. Students that meet the criteria, and are seeking accommodations, such as extra time on exams, accessible textbooks, note takers, etc., are encouraged to submit documentation of their disability to our office at least 60 days prior to the date they need the accommodation.

Providing accommodations in the classroom is a confidential and collaborative process between the student, faculty and Disability Resources (DR) to provide students equal opportunity to their education.

- The guiding principle of accommodation involves three factors: dignity, individualization and inclusion.
- Unless you are advised otherwise, accommodations are not retroactive and will apply only after you receive a letter from DR.

**For more information about supporting students with disabilities please contact: Disability Resources, 812-464-1961, email [usi1disres@usi.edu](mailto:usi1disres@usi.edu) or stop by the DR office located in the Science Center, Room 2206**

# HONORS PROGRAM

The Honors Program is for curious, eager students who love to learn and challenge themselves. Honors students work closely with faculty in classes and activities that encourage creativity, independent learning and interdisciplinary thinking. Honors students join a fantastic community and can form lasting friendships by participating in social events and service projects. Students take seven classes as University Honors Scholars.

- Take seven classes at the Honors level to graduate as a University Honors Scholar, a distinction on your diploma and transcript.
- Choose to live with other honor students in Honors housing, where students can prioritize academics and still have tons of fun!
- Get early registration for next semester's classes.
- Hang out in the Honors lounge to study, eat lunch and print for free!
- Strengthen your future, whether you want to go to graduate or professional school or enter directly into your chosen profession.

**For more information and to apply online, visit [USI.edu/honors](http://USI.edu/honors) or call 812-464-1833.**

# STUDENT SUPPORT SERVICES (SSS)

SSS is one of eight grant-funded TRIO programs offered through the U.S. Department of Education. At USI, SSS helps motivate 140 eligible students to successfully complete their degree. SSS provides students with free, comprehensive services through classroom instruction, academic skill development, academic assistance and career development, personal and financial aid counseling, mentoring with upper classmen, one-on-one tutoring and experiences designed to enhance the collegiate experience on USI's campus.

Students must be U.S. citizens or permanent residents of the U.S. and:

- Meet limited income criteria (receive a Pell Grant) and/or;
- Be a first-generation college student (neither natural parent residing in the household with the student has a four-year college degree); or
- Have a documented learning or physical disability recognized by the American Disabilities Act and be registered with Disability Resources.

Students must show an academic need and be willing to take full advantage of all support services offered by the program.

**To learn more about this program or receive an application, call 812-465-1606 or visit [USI.edu/university-division/student-support-services](http://USI.edu/university-division/student-support-services).**

## UNDERGRADUATE RESEARCH OPPORTUNITIES (ENDEAVOR)

Endeavor is a program that supports the creative and research efforts of undergraduate students. All USI students from all majors are welcome. Opportunities include:

- **Student Collaboration Award:** An award to help defray the costs associated with doing research or doing a creative project: lab work, equipment, materials and travel to research sites. Students may apply for up to \$2,500 through proposals they write with help from faculty mentors.
- **Student Presentation Award:** A travel award that helps defray costs of presenting a project at an off-campus professional meeting.
- **Symposium Undergraduate Research and Creative Works:** A conference held in early April for the presentation of student research and creative projects. Any USI undergraduate or graduate may submit an abstract for consideration.

More information may be found at  
[USI.edu/endeavor-awards-for-research-creativity](http://USI.edu/endeavor-awards-for-research-creativity).

## VETERAN, MILITARY AND FAMILY RESOURCE CENTER

Veteran, Military and Family Resource Center at the University of Southern Indiana assists veterans and their families as they navigate the educational benefits offered by the Department of Veteran Affairs and the United States Military branches as they seek education in their civilian lives.

Veteran, Military and Family Resource Center seeks to ease the transition from military to civilian life, and will guide you as you embark on or continue your college experience with us.

In addition to educational resources, the Center serves as a haven where veteran students can spend their downtime, participate in discussions and enjoy the camaraderie with others who share similar experiences. The Veteran, Military and Family Resource Center is located in Education Center Room 0114.

For more information, call 812-464-1857 or go to [USI.edu/veterans](http://USI.edu/veterans).



## ACADEMIC TERMINOLOGY

### NON-ATTENDANCE LETTERS:

Students who are absent one-half or more in a full-semester class without excuse during the first three weeks may be notified.

### PASS/NO PASS OPTION:

Encourages students to enroll in courses they normally would not take, but which contributes to their overall enrichment. There are requirements as to when you may take a course pass/no pass. Pass (P) is considered a grade of "D" or better and gives credit for the course, but doesn't affect the cumulative GPA. No Pass (NP) is considered an "F" and doesn't give credit for the course, nor affect your cumulative GPA.

### PRIORITY REGISTRATION:

The process of selecting and registering for courses for the upcoming semester. The date students are eligible to register is based on the number of hours earned plus those currently enrolled.

### PROGRESS REPORTS:

Students are notified each fall/spring semester of any full-semester length class for which the instructor reports a grade at the sixth week of the term. Satisfactory grades (A, B+, B, C+, C, P, S or DP) are informational; students receiving a deficient grade (D, F or DNP) should discuss their situation with their instructor and advisor.

### REFUND POLICY:

Determines what percentage of tuition, if any, is given when dropping a class.

### SCHEDULE REVISION PERIOD:

After priority registration and through the first week of the term, students may make changes to their schedule online via myUSI. Thereafter, an Add/Drop or Withdrawal form is required.

### SYLLABUS:

Outlines course expectations, requirements and deadlines (provided by instructor).

### TRANSCRIPTS (ACADEMIC)

Academic records are maintained by the Registrar. It is a complete record of a student's academic work at USI.

### UNIV 101 (FIRST YEAR EXPERIENCE):

Required course in Core 39 that all first year students take. This is an intro to USI and the undergraduate experience with a specific focus on academic success, campus involvement and community engagement.









UNIVERSITY OF SOUTHERN INDIANA

# CAMPUS RESOURCES

## ATMS ON CAMPUS

There are six ATMs located on campus:

**LIBERTY FEDERAL CREDIT UNION:** Redwood Lounge and Rice Library

**FIFTH THIRD BANK:** University Center East

**GERMAN AMERICAN:** University Center West

**HERITAGE FEDERAL CREDIT UNION:** Recreation, Fitness and Wellness Center and Residence Life Community Center

## CAMPUS HOUSING RESOURCES

USI offers two options for on-campus living arrangements: campus apartments and residence halls. Both are located within walking distance of the academic buildings for an added degree of convenience.

- Campus apartments are available to all students with the exception of students with families. Each apartment comes fully furnished and has a full-sized living room and kitchen.
- Residence halls are open to freshmen only. The halls are designed as suites that combine the benefits of traditional residence hall living with popular apartment-style housing and include two bedrooms and two baths with a common living area for four students.

Additionally, on-campus housing offers the following services to our residents:

- Professional Residence Life staff is available 24 hours a day/seven days a week.
- Resident Assistants live on-site in order to serve as a resource for students, provide programs and activities and assist during crisis situations.
- Around-the-clock security by USI Public Safety officers who regularly patrol campus housing areas. These officers are first responders in case of medical emergencies.
- Shuttle bus service from the apartments to main campus is provided. The shuttles run a loop of campus and arrive about every 15 minutes. Residents can track the shuttles using the DoubleMap App.
- On-site laundry facilities in the residence halls, Residence Life Community Center and O'Daniel South use coins or Flex Money on your Eagle Access Card. Laundry facilities in McDonald East use coins or CSC Pay Mobile App.
- 24-hour emergency maintenance is provided.
- Programs and activities are provided to on-campus residents, such as Block Party and Late Night Breakfast. Housing and Residence Life also sponsors Eagles Night Out events, a series of weekend events for housing residents.
- The Housing and Residence Life website and social media are filled with information for our residents.

**Be sure to go to [USI.edu/housing](https://usi.edu/housing) for more information.**

## GOT MAIL?

To find your mailing address, go to [USI.edu/housing/current-residents/mail-and-packages](https://usi.edu/housing/current-residents/mail-and-packages).





## CAMPUS STORE

The University of Southern Indiana Campus Store is located on the first floor of the University Center West. The Campus Store makes the textbook buying experience easy. Our knowledgeable, friendly staff work directly with USI faculty to make sure that we are stocking the specified textbooks, course materials and supplies you need for every class. We help you make the right purchase on your first visit.

### CAMPUS STORE BENEFITS

- Offers Archie's Book Bundle program to make your book buying easy and affordable.
- Using your University Charge account, add your Campus Store purchases to your tuition bill.
- Offers a variety of textbooks options—new, used, rental and digital formats.
- Carries a large variety of USI-branded items from Adidas, Nike and Champion

### CAMPUS STORE HOURS

Monday–Friday 8:30 a.m. to 4:30 p.m.

**Find the USI Campus Store online at [usibooks.com](https://usibooks.com) where you can purchase USI apparel and textbooks to be shipped to you or for pick up in store.**

**Follow us on Instagram at [usi.campus.store](https://www.instagram.com/usi.campus.store).**

## CAREER SERVICES AND INTERNSHIPS

**An essential aspect of your education is career development.** Our professional USI Career Coordinators can assist with resume development, internship and job search, and other skills necessary to launch your career! Students should try to meet with us at least once a year, but you can meet with us as often as you'd like. Visiting Career Services often will ensure you are well prepared by graduation. These services are provided to you at no additional charge.

**All students have access to USI Career Launch.** This online system provides part-time and full-time job and internship postings. You can also use it to schedule appointments with our staff and access career development resources. Look for the Career Launch icon on your myUSI dashboard apps to login. You can also download the mobile app. Search for Symplicity Jobs and Careers, select USI, and that will link your phone to your Career Launch account.

**Watch your email, Career Launch and our website for information on upcoming career fairs and workshops.** These events provide students of all grade levels many opportunities to meet potential employers and develop networking and interview skills. You're not alone in your career preparation. Our USI Career Services team is here for you, and we can't wait to meet you!

**For more information, contact us at 812-464-1865 or email [career@usi.edu](mailto:career@usi.edu), or visit our website [USI.edu/career-services](https://usi.edu/career-services).**



## DEAN OF STUDENTS OFFICE (DOSO)

The staff is here to help students succeed at the University by connecting them to resources, assisting them as they navigate administrative processes with other University offices and serving as advocates when students face academic and personal challenges. Support is provided during times of challenge, crisis and emergencies, as well as opportunities for students to engage in good decision-making.

The DOSO strives to empower all students to discover, pursue and achieve their personal and educational goals. In addition, the DOSO serves as the primary office for student advocacy, offering and promoting collaborative programs and services with Academic Affairs and other Student Affairs offices. This is done by assisting students in the resolution of problems, providing information about and referral to campus resources and promoting institutional initiatives that address students' needs and interests. The DOSO also serves as a resource for faculty and staff, as well as parents and families, in supporting student retention, graduation and overall success at USI. The office is located on the first floor of the University Center East, Room 1229, and looks forward to meeting you soon!

**To learn more about this department and all available resources visit [USI.edu/deanofstudents](http://USI.edu/deanofstudents).**

## UNIVERSITY CARE TEAM (CAMPUS ACTION RESPONSE AND ENGAGEMENT)

### SEE SOMETHING? SAY SOMETHING. DO SOMETHING!

The University of Southern Indiana is committed to supporting a positive, healthy and safe student experience. The University's CARE Team is a cross-functional assessment group, chaired by the Dean of Students that responds to students in apparent/potential distress. The CARE team works collaboratively to provide confidential, respectful and proactive support, while offering resources and balancing the educational needs of students within the overall mission of the University.

The CARE Team provides assistance and support to students by assessing, evaluating and responding to reports about students who may need support to manage their academic and social experience at the University. The CARE Team's goal is to provide outreach and support to identified students in our community who appear to be troubled or struggling, and intervene before the student reaches a crisis level. Reports regarding students of concern can be taken by any member of the team; however, it is preferred that reports be provided through the online CARE Team Reporting Form available through the Dean of Students website or by calling the Dean of Students Office at 812-464-1862.

**This is a proactive and non-punitive process. It is not intended to get students in trouble or be utilized to report emergencies. Please call Public Safety at 812-492-7777 for emergencies or 812-464-1845 for non-emergencies if you require immediate assistance.**

## STUDENT HANDBOOK

The University of Southern Indiana Student Handbook provides an overview of University policies and procedures, departments and services relevant to all students, undergraduate and graduate. This resource outlines important University procedures and can facilitate students' ability to effectively navigate a variety of administrative processes at the University. Students are responsible for the conduct contained in the Student Handbook and should review it regularly.

The goal of the Student Handbook is to assemble basic information, including practices, policies, rules, regulations and procedures which are of importance and general interest to USI students. The University of Southern Indiana Student Handbook is the official source of the University's Community Standards and related policies and procedures. The University's Code of Student Behavior is published in the annual web-based Student Handbook available at [USI.edu/deanofstudents](http://USI.edu/deanofstudents).

The University reserves the right to make changes to the Student Handbook at any time. The Student Handbook is formally reviewed and updated each spring semester. Suggestions and updates may be sent to [deanofstudents@usi.edu](mailto:deanofstudents@usi.edu) for consideration in the next review process.





## EAGLE ACCESS CARD

The Eagle Access Card is USI's photo identification card (ID) for students, staff and faculty. In addition to being an ID card, the Eagle Access Card is a convenient, easy and safe way to access products and services without carrying cash. By activating the declining balance feature of the card, students make the ID card an on-campus debit card as well.

Deposit funds into your personal FLEX account and use your Eagle Access Card to make purchases at:

- Campus Store purchases/book buy-back
- Sodexo Food Services
- Computer lab printers and copiers
- Copy Services purchases
- Laundry

The Eagle Access Card serves as the student's:

- Rice Library card
- Recreation, Fitness and Wellness Center entry card
- Athletic events entry card
- Food Service Meal Plan card

For more information visit

<https://usi.sodexomyway.com/my-meal-plan>.



## DINING ON CAMPUS

USI dining provides an exciting and innovative dining services program for the entire USI community. You'll find great food, honest values and a comfortable atmosphere in which to enjoy it all. You have a variety of restaurants to choose from, all conveniently located within walking distance of on-campus housing, labs/classrooms and many off-campus apartments.

Dining on campus provides the social experience essential to campus life. It gives you the opportunity to gather with friends, take study breaks, hang out, relax and unwind after a hard day of classes and activities. Come dine at the USI restaurants and enjoy the comfort, convenience, outstanding food and inviting atmosphere all designed especially for you. A variety of dining plans are offered to save you time and money.

Meal Plan options can be found online at <https://usi.sodexomyway.com>.



# DINING ON CAMPUS CONTINUED...

## FREQUENTLY ASKED QUESTIONS:

### HOW DO I SIGN UP FOR A MEAL PLAN?

You can sign up for a meal plan at the Eagle Access Card office or by sending an email from your USI account to [foodmealplans@usi.edu](mailto:foodmealplans@usi.edu). To add Munch Money or purchase a Platinum, Titanium or Gold plan using a credit card you also can visit the Shop Now section of the website. When sending an email, include your full name and student ID number. Meal plans can be added to the University bill through Thursday of the second week of school. Thereafter, meal plans will need to be paid for at the time of purchase or can be added to your University bill only with pre-approval through the Bursar's Office.

### DO I HAVE TO HAVE A MEAL PLAN?

Students living in the Residence Halls are required to choose a Red, White or Blue Meal Plan. It is optional for those living in apartments or off-campus commuter students. However, there are many benefits to having a meal plan or Munch Money. The food items purchased with Munch Money are tax-free. It's safer than cash and easier to budget. You receive complimentary bonus bucks when you add munch money to your plan (over \$50).

### WHEN CAN I USE MY MEAL PLAN?

Red, White and Blue plans are issued their meals on SATURDAY of each week. You are able to use one meal swipe per meal period in The Loft. There are three meal periods Monday through Friday and two meals periods on Saturday and Sunday. There are a total of 17 meals available per week in The Loft and Red, White and Blue meal plans can use meal swipes for a meal exchange after 7 p.m. weekdays and 3 p.m. on weekends in retail operations.

Titanium, Platinum and Gold meals feature unlimited use during breakfast, lunch and dinner as well as weekend brunches but are not eligible for the meal exchange.

### CAN I BUY ANYTHING OTHER THAN FOOD AND BEVERAGES WITH MUNCH MONEY?

In addition to food purchases, you can purchase non-food items such as toilet paper, deodorant, clothing and more from the EagleXpress Convenience Store, and Starbucks merchandise excluding a Starbucks Gift Card.

### WHEN DO I NEED TO HAVE MY MUNCH MONEY USED?

All Munch Money will carry over from fall semester to spring. All funds left at the end of spring semester will be forfeited. Unused meals for Titanium, Platinum and Gold plans will carry over to spring, as well as Munch Money; unused meals for Red, White and Blue will be forfeited each week. The week starts on Saturday through Friday. Your meals will be available to use at 10:30 a.m. Saturday.

### WHAT ARE OPTIONS FOR COMMUTER STUDENTS?

All meal plans are options for commuter students based on academic and work schedules. Students are free to choose plans that give them meals on campus every day or the flexibility to choose plans that are strictly funds on their card. There is a plan for everyone.

### CAN SODEXO ACCOMMODATE SPECIAL DIETARY NEEDS?

Absolutely! Our Executive Chef and managers will work directly with students and guide them to make informed choices.

Visit our website at <https://usi.sodexomyway.com> for contact information and even more FAQs.



# HEALTH AND WELLNESS SERVICES

## UNIVERSITY HEALTH CENTER

The University Health Center provides medical services and health-related information to students, faculty and staff. It is located on the lower level of the Health Professions Center.

They recognize that health and education are precious assets, and their goal is to help you maintain or improve your health, allowing you to reach your highest potential both in and out of the classroom.

Services provided at the University Health Center do not replace the need for a primary care physician.

Services available at the University Health Center include acute care, immunizations, allergy shots, laboratory testing, prescriptions (including a limited on-site pharmacy), specialty referrals, physicals and more. The University Health Center is open Monday-Friday, 8 a.m. to 4:30 p.m. and open reduced hours (9 a.m. to 3 p.m.) during summer sessions, spring break and part of Christmas break.

Services offered at the University Health Center may be billed to insurance, billed to the patient or covered by the office visit plan. Per USI policy, all students living in housing are required to be enrolled in the office visit plan and all other students may choose to enroll. The office visit plan fee is billed each semester to the student's USI account. The office visit plan includes: unlimited office visits, one free physical per year, free flu shot and in-office tests at no charge such as strep test, mono test, flu test, pregnancy test and urinalysis. Other services such as immunizations, lab tests and procedures may be billed to insurance or self-pay.

**Please refer to our website [USI.edu/healthcenter](http://USI.edu/healthcenter) for up to date information and hours.**

## COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

CAPS' primary purpose is to provide support and counseling to help students develop the personal awareness and skills necessary to overcome problems, make effective decisions and grow in a manner that will allow them to maximize their total educational experience at USI. While some individuals seek counseling during a state of crisis, it is not necessary to be in crisis in order to see a therapist. Information shared in counseling is kept private/confidential, separate from academic records and only disclosed to relevant individuals in the rarest of circumstances.

Counseling is provided under a brief therapy model, and clients can rest assured that they will be seen as often as clinically indicated. If a staff member feels they cannot address a student's needs because they are beyond the role and/or scope of services available, an appropriate referral will be provided. All services are supported by tuition and student fees, and students do not pay extra to access counseling services.

CAPS celebrates all aspects of diversity and seeks to support the development of a healthy University community for all students. This department regularly engages in outreach across campus and are available to speak with faculty, staff, and concerned family and friends on how to assist students who are in distress and need support.

**Visit [USI.edu/counseling-and-psychological-services](http://USI.edu/counseling-and-psychological-services) for additional information.**

## RECREATION, FITNESS AND WELLNESS CENTER

The Recreation, Fitness and Wellness Center (RFWC) is a place to get fit, meet other students and have fun. Students can exercise in the fitness center, boulder or rock climb in the climbing center, check out bicycles for the day, play volleyball and basketball on the indoor courts or run on the indoor track. A number of group exercise classes are offered, as well as ping-pong, billiards and video games.

Recreation, Fitness and Wellness offers intramural sports and events. Students may play in intramural sports leagues or one-day activities, giving them the opportunity to have fun and compete individually or on a team. Intramurals provide a great way to meet new friends, as well as interact with old ones.

Students may choose to take part in Outdoor Adventure Programs, which include camping, rock climbing, canoeing, caving, white water rafting, ice skating, snow skiing and hiking. Participants learn new skills or refine those they have in these challenging and fun activities. Tents, sleeping bags and sleeping pads are available for check out as well.

The Student Wellness Office, located inside the RFWC, provides students the necessary tools to make informed and healthy lifestyle choices. Student Wellness offers a variety of programs, events and presentations that focus on the eight dimensions of wellness and often collaborate with other departments that promote and encourage the wellbeing of students.

**Encourage your student to find the complete schedule of events and hours of operation at [USI.edu/rfw](http://USI.edu/rfw).**

## ALCOHOL AND DRUG USE

Many USI students choose not to drink, and most USI students who do drink tend to do so in a reasonable manner. However, some students do engage in high-risk drinking. USI's policies prohibit alcohol and drugs on campus, and we need parents to be partners in our efforts to keep students safe.

Students who choose to drink should do so in a responsible manner. Students are encouraged to eat before and while drinking, go out with trusted friends and make plans to get home safely. Drinking large amounts of alcohol (drinking to get drunk) and being unaware of what one is consuming is considered high-risk behavior. Using prescription drugs in a manner not prescribed, or that does not belong to the individual, also is considered a violation of policy.

There are plenty of alcohol-free activities on campus: movies, athletics, student organizations, intramural and club sports, outdoor adventure trips, music and more. Students that are concerned about their use of substances, or about a friend, can talk to someone at USI Counseling and Psychological Services 812-464-1867.

**Additional resources can be found at [USI.edu/rfw/aod](https://usi.edu/rfw/aod).**









# INSTITUTIONAL EQUITY OFFICE

Sexual violence is an issue of concern for both students and their families. Although our campus is generally very safe, unfortunately, sometimes assaults do occur at USI, as at any college campus. USI is committed to creating and maintaining an educational environment free of all violence in which all members of the USI community are treated with respect and dignity. All forms of gender-based violence, harassment and non-consensual sexual activity are prohibited.

The Institutional Equity Office works with the USI community in implementing and upholding policies and practices that are consistent with federal and state mandates as well as existing University policies regarding equal access, equal employment and educational opportunity for all persons, without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, gender identity, gender expression, genetic information, disability or veteran status. The Institutional Equity Office is also the Title IX Office for the USI campus. Title IX is a federal law that prohibits discrimination on the basis of sex in educational programs and activities. It applies to sex-based discrimination and harassment of individuals of any gender.

Any student who has experienced, witnessed or heard about an assault of sexual misconduct is encouraged to report the incident as soon as possible to USI's Institutional Equity Office. Incidents may also be reported to Dean of Students, USI Public Safety and Vanderburgh County Sheriff's Office. Confidential reporting is available at USI Health Center and Counseling and Psychological Services, as well as Albion Fellows Bacon Center, a local community domestic violence and sexual assault agency, which can be reached at 812-424-7273, 24 hours a day. The Institutional Equity Office can be found in the Wright Administration Building, FA171 or reached by calling 812-464-1835 or email at [USI.equity@usi.edu](mailto:USI.equity@usi.edu).

**For more information about the University's prevention and response efforts, visit [USI.edu/institutional-equity](http://USI.edu/institutional-equity).**







## MULTICULTURAL CENTER

USI's Multicultural Center (MCC) was established in 1994 to enhance the personal and academic success of students by preparing them to be responsible citizens in a multicultural society. Opportunities are created to provide cultural interaction between students, the campus and the community at large to provide outreach experiences and to promote cultural awareness and sensitivity. We accomplish this by sponsoring programs, providing services, advising organizations, hosting events and conducting diversity training both on and off campus, as well as assisting in the recruitment of students.

**The Center advises several student-led organizations. A full listing of organizations and the programs and services offered can be found at [USI.edu/MCC](http://USI.edu/MCC) or by calling 812-465-7188.**



## CENTER FOR INTERNATIONAL PROGRAMS

The University offers students the opportunity to learn more about themselves and the global community through many different programs, including study abroad opportunities, the Global Community Culture nights, the annual Food Expo organized by the International Club and more.

There are study abroad opportunities in over 60 countries and with advanced planning, it is possible for students in virtually any major to participate in an overseas program. Programs offer a variety of experiences, from specialized courses taught entirely in English to direct enrollment in a foreign university. Students receive USI credit for the coursework completed during the summer, an academic semester or academic year.

The costs of some study abroad programs are based on tuition and room and board at USI. Because participants pay their programs fees through USI, they can apply their scholarships and other financial assistance toward the fees. It's not too early to begin planning for their sophomore or junior year!

**Additional information on study abroad and other Global Engagement opportunities is available from the Center for International Programs at [USI.edu/international](http://USI.edu/international).**



## REGISTRAR'S OFFICE

The Registrar's Office is responsible for maintaining the accuracy and integrity of academic records at USI. They coordinate many University services including registration; reporting early alerts, non-attendance, progress reports and final grades; class schedule publication and the degree audit system. Additional services include schedule revisions, release of USI transcripts, enrollment verification (for loan deferment, insurance coverage, etc.), undergraduate readmission, various record-keeping functions (change of address, change of major, etc.), application for graduation and conferral of degrees. Several of these services are available online.

**For more information, visit [USI.edu/registrar](http://USI.edu/registrar).**



## PUBLIC SAFETY

Public Safety is a 24-hour, seven-days-a-week operation and is comprised of a dispatch center, Security and Parking departments. Services provided by Public Safety include emergency medical care and non-emergency requests such as campus directions, general campus information, vehicle jump starts, student/faculty/staff escort service, tire air-ups, vehicle unlocks and parking assistance. Campus officers perform periodic inspections of campus lighting, shrubbery, buildings and other potential safety or security concerns so they can be corrected. Public Safety is located between the Liberal Arts Center and University Center West.

USI Public Safety employs campus protection officers who are responsible for patrolling all University property, including many miles of off-road bicycle/walking trails. Public Safety utilizes automobiles, four-wheel drive vehicles, motorized carts, bicycles, foot and off-road vehicles to maximize their patrol effectiveness. Other responsibilities include asset protection, documentation of all criminal law violations, Code of Conduct violations, traffic accidents, property damage and injuries that occur on University property.

USI Parking monitors and enforces all traffic and parking regulations on campus. Parking collaborates with various University entities to manage the many special events that occur on campus and to ensure there is adequate and safe parking for individuals attending events. All parking regulations may be viewed online.

**For general business or administrative information call 812-464-1845 or visit [USI.edu/public-safety](http://USI.edu/public-safety). For emergencies, call campus extension 7777 or 812-492-7777.**

### PARKING/REGISTERING VEHICLE

Students living in University Housing must register their vehicles with the University and will be provided a parking permit decal. Commuter students are highly encouraged to register their vehicle, but will not need a parking permit decal. Complete and submit an online registration at [USI.edu/public-safety/parking/vehicle-registration](http://USI.edu/public-safety/parking/vehicle-registration) or print and complete the PDF Vehicle Registration form. Completed PDF forms may be submitted at the USI Parking office. Parking permit decals for Housing and Residence Life residents may be obtained at the Parking office with a completed vehicle registration form.

**For more information, call 812-465-1091 or visit [USI.edu/public-safety/parking](http://USI.edu/public-safety/parking).**

### RAVE ALERT SYSTEM

The University of Southern Indiana offers a free text messaging service called RAVE Alert as a means of providing critical and timely messages to the campus community. These notifications are sent via email, text and voice message in order to provide valuable information about emergencies, severe weather and other incidents impacting the University community. Everyone with a USI email address is automatically enrolled in the RAVE Alert program. Testing of the RAVE Alert information can be done by following the directions on their myUSI Dashboard Channel. Students may sign a parent or family member up to receive RAVE Alerts if they so choose.

**For information on how to sign up additional email addresses, landlines or mobile numbers for RAVE, visit [USI.edu/public-safety/campus-alerts-and-messaging](http://USI.edu/public-safety/campus-alerts-and-messaging).**

### RAVE GUARDIAN

USI has launched a free mobile App available for iOS and Android devices that allows students, faculty and staff access to a variety of safety features on their personal devices. The USI features of the app can be activated by anyone with an active USI directory listing. Rave Guardian is available in the Apple App Store and the Google Play Store.

### ANNUAL SECURITY AND FIRE SAFETY REPORT

The University of Southern Indiana's Public Safety is committed to assisting all members of the University community in providing for their own safety and security. The annual security and fire safety compliance document is available on the Public Safety website at [USI.edu/public-safety](http://USI.edu/public-safety). If you would like a copy of the report, contact Public Safety at 812-464-1845.

### LOST AND FOUND

USI Public Safety maintains the University's Lost and Found database. To report a lost item or check on found items, call 812-464-1845.



# TECHNOLOGY ON CAMPUS

## IT HELP DESK

The USI IT Help Desk assists with all of your technology issues. The IT Help Desk is staffed 7 a.m.–8 p.m. Monday through Friday. You can access the **IT Help Desk in Forum Annex 43, 812-465-1080 or [it@usi.edu](mailto:it@usi.edu)**. This is your starting point for any questions about technology on campus including computers, phones, tablets and software.

## STUDENT COMPUTER REPAIR SERVICE

A free student technician-staffed computer repair service is operated by the IT Help Desk. If your computer is not running correctly, you can schedule an appointment through the IT Help Desk. The student technicians are able to fix many common computer problems, and can provide guidance for other issues they do not handle, such as hardware failures.

## CAMPUS COMPUTER LABS

USI provides over 51 computer labs on campus. To find lab locations and hours, go to [USI.edu/it/services/computer-labs](http://USI.edu/it/services/computer-labs).

## MICROSOFT OFFICE SOFTWARE

As an enrolled student at USI, you have free access to the Microsoft Office Professional software suite. It is available for both Windows and Mac platforms and the Office Mobile app for your iPhone, iPad or Android device.

## COPY MACHINES AND PRINT STATIONS

Copy machines and print stations are available throughout campus and you will use flex money from your student ID card to use. Print jobs can be submitted on the web at [print.usi.edu](http://print.usi.edu) or even by sending an email to the print system. More information is available at [USI.edu/it/services/printing](http://USI.edu/it/services/printing).

## WHAT TO BRING

Most students will bring a laptop to campus, and both PCs and Macs are supported. Students living in campus housing may prefer a desktop computer. Tablets are excellent devices for accessing the Internet across the campus, but do not have the capabilities to fully replace a laptop or desktop computer. For students who do not have access to a computer, open labs and library loaners are available.

## LIBRARY LOANERS

The library has both PC and Mac laptops available for short-term checkout and use in the building. iPad tablets are available for longer-term checkout.



## USERNAME AND PASSWORD

As a student you are issued your own username and password. This connects you to most computer systems and services you will use at USI. **DO NOT SHARE** your password with others—your password provides access to your private information! If you have forgotten your password and have a valid, text-capable cell phone number registered with USI, you can complete a self-service password reset at [my.usi.edu](http://my.usi.edu). If you cannot reset your password or are having difficulty logging in, contact the IT Help Desk at 812-465-1080 or [IT@usi.edu](mailto:IT@usi.edu).

## MYUSI

myUSI is a web portal that you will use frequently to access the many online school services that USI offers. You can access the myUSI portal at [my.usi.edu](http://my.usi.edu) and logon with your username and password. Services on the portal include:



- **SELF-SERVICE:** Self-service allows you to access your class schedule, enroll in classes, check your financial aid, etc.



- **BLACKBOARD:** Blackboard is a course management system that you will use in many of your classes for class information, homework, tests and grades.



- **RAVE:** RAVE is the campus emergency notification system. USI Public Safety will notify you immediately of a serious risk on the campus, such as severe weather. These notifications automatically go to your Eagles email. To receive text message alerts, click on RAVE and register your phone. You may enter additional numbers, such as your parents.



- **EMAIL:** USI provides every student with an Eagles Mail account. All official university correspondence will go to this email. Your email address is your username followed by “@eagles.usi.edu.” You can configure your smartphone to access your Eagles Mail. For information go to [USI.edu/it/email](http://USI.edu/it/email) or contact the IT Help Desk.



- **ONEDRIVE:** As an enrolled USI student, you have cloud-based file storage available in OneDrive. This is the easiest and safest way to store your documents and each student is allocated a very large amount of space. OneDrive is available on University-owned computers, and you can install the OneDrive app on your desktop or mobile device and access your files anywhere.

## WIFI

USI provides encrypted WiFi service across the campus. WiFi access requires an access code and logon. Contact the IT Help Desk to assist with setup. Students should not bring wireless printers, their own WiFi hotspots or routers to campus as this degrades the quality of the campus WiFi service for all students.





UNIVERSITY OF  
SOUTHERN INDIANA®

# Financial Assistance







# UNIVERSITY OF SOUTHERN INDIANA

# COLLEGE FINANCES

A college education is an investment in your future. USI has departments and resources to help you through the financial and registration processes.

## STUDENT FINANCIAL AID

Student Financial Assistance (SFA) in partnership with internal, federal, state and other organizations work to coordinate the administration of all student financial aid awarded to ensure equity and consistency in the delivery of funds to students. SFA encourages all students to file the Free Application for Federal Student Aid (FAFSA). The results of the FAFSA determines eligibility for federal and state aid as well as some need-based scholarships.

SFA's student focused team works to assist students through the financial aid process. They assist with the necessary eligibility requirements, knowledge of the programs and the renewal criteria and is the best resource to answer all financial aid questions. Maintaining critical knowledge of the various programs, the SFA team uses the resources available to help families finance the cost of attending USI.

**If you have questions regarding financial aid, contact Student Financial Assistance at 812-464-1767, 800-467-1965 or [finaid@usi.edu](mailto:finaid@usi.edu). You may visit the office on the main floor of the Orr Center. Financial Aid Checklist can be found on Page 37.**

## BURSAR'S OFFICE

The Bursar's Office is responsible for assessing student fees, issuing bills for student and vendor accounts, collecting payments made to the University and processing account refunds. Billing statements from USI are accessed through myUSI by logging into TouchNet, the University's payment gateway. A student has the ability to set up authorized users who are able to view billing statements and make payments on the student's account. The University sends statements on or after the first of each month with a due date at the end of the 100% refund period. For fall and spring, this would be the end of the first week of classes.

The Bursar's Office is located in the lower level of the Orr Center.

**The Bursar's Office can be reached at 812-464-1842 or [bursar@usi.edu](mailto:bursar@usi.edu). Bill payment FAQs can be found on page 36.**

## STUDENT FINANCIAL SUCCESS CENTER

The Student Financial Success Center (SFSC) provides peer mentoring and support services to advance financial literacy and wellness among students, their families and community members to promote student retention and success. The SFSC wants to help students meet their financial obligations to the University and, thereby, remain enrolled and achieve their educational goals. At the same time, we want to equip students with a life skill that will help them well beyond their years at USI. Students can meet with a Student Financial Success Mentor to perform a financial needs analysis, establish a monthly budget, and learn how to track and align their spending habits with their spending plan. This service is free of charge.

**The Student Financial Success Center is located in the lower level of the Orr Center, at 812-228-5198 or [financial.success@usi.edu](mailto:financial.success@usi.edu).**



## BILL PAYMENT FAQs

### HOW DO I VIEW MY BILL AND PAY ONLINE?

- Sign on to myUSI ([my.usi.edu](http://my.usi.edu))
- Click the TouchNet (TN) icon
- Then you will be in our Bill + Payment system where you can view statements, make a payment or set up a payment plan for a current balance.

This function currently accepts payments by Visa, Discover, MasterCard, American Express or ACH payments from a checking or savings account.

An additional 2.85% convenience fee is charged when using a debit or credit card.

### HOW DO I SET UP AN AUTHORIZED USER?

- Sign on to myUSI ([my.usi.edu](http://my.usi.edu))
- Click on the TouchNet (TN) icon
- Click on Authorized Users

The Authorized user will receive two emails. One will confirm their authorized user access with the link and the second will contain their temporary password.

### HOW CAN I ESTIMATE WHAT MY BILL WILL BE?

Information regarding tuition and fee expenses may be found at [USI.edu/bursar/tuition-fees](http://USI.edu/bursar/tuition-fees).

### HOW DO I KNOW IF MY FINANCIAL AID HAS BEEN APPLIED TO THE BILL?

If your financial aid has been applied it will be listed on your initial eStatement for the semester.

- Sign on to myUSI ([my.usi.edu](http://my.usi.edu))
- Click on the TouchNet (TN) icon
- Click on eStatements and View most recent billing statement

### WHEN WILL I GET A REFUND AND HOW WILL IT BE DISBURSED TO ME?

Refunds begin disbursing the third week of the semester. It may take up to two weeks for the refund to process.

- Sign up for eRefund to get your refund disbursed to your bank account
- Sign on to myUSI ([my.usi.edu](http://my.usi.edu))
- Click on the TouchNet (TN) icon
- Click on eRefunds and Set up Account

### HOW CAN I PURCHASE BOOKS PRIOR TO RECEIVING AID?

When purchasing your books through the Campus Store, request to charge them to your student account or use Archie's Book Bundle program that automatically charges them to your account. All students are able to use this service, even if you are not receiving aid.

Students may participate in the Archie's Book Bundle program, which is a course material and textbook rental program that lowers the cost of course materials and ensures students have their required course materials on the first day of class. Undergraduates will be assessed a \$24 per credit hour fee at the time of registration. Before classes begin you may select how you wish to receive your books or opt out of the program. Additional materials or books may be purchased through the Campus Store and charged to your student account.

**Bill payment questions should be directed to Bursar's Office at 812-464-1842 or [bursar@usi.edu](mailto:bursar@usi.edu).**

# FINANCIAL AID CHECKLIST

# 2023-2024

## ACADEMIC YEAR

Use this checklist as a guide to help you through the financial aid process. If you have questions or need additional information, contact Student Financial Assistance at 812-464-1767 or 800-467-1965. You can find helpful information by visiting [USI.edu/financial-aid](https://usi.edu/financial-aid).

- You should complete the FAFSA online at [StudentAid.gov](https://StudentAid.gov). April 15 is the State of Indiana's deadline for state-funded programs.
- We strongly recommend that parents and students use the IRS data retrieval option on FAFSA on the web when filing the FAFSA or when subsequent corrections are made to a FAFSA application. This option streamlines and expedites the processing of your financial aid application.
- Financial aid offers are calculated once your student is admitted and we receive the FAFSA. Financial Aid offers may be viewed via the student's myUSI. In addition, paper Financial Aid Offer letters are mailed to new students.
- The Direct Loan, a federal student loan, will be packaged as an offer to eligible students upon receipt of the FAFSA.
- Beginning July 1, your student will need to log on to myUSI and accept, decline or reduce the Direct Loan. First time borrowers must electronically sign the Master Promissory Note and must complete Direct Loan entrance counseling online at [StudentAid.gov](https://StudentAid.gov).
- If you received results from the FAFSA and are interested in applying for federal work study, you may complete a Work Study Resume. The Work Study Resume may be obtained at [USI.edu/financial-aid/resources/forms-and-documents](https://usi.edu/financial-aid/resources/forms-and-documents).
- Approximately 30% of all financial aid students are selected for verification. Verification involves evaluating the FAFSA for accuracy. Verification requirements may vary from student to student. Your student should check myUSI to determine what documents may be required. Verification can take four to six weeks or more to complete depending on the time of year. Student awards will not be finalized until verification is complete.
- Provided you have completed all requirements, financial aid will be applied to the account balance, which normally takes place by the end of the second week of each semester.









UNIVERSITY OF SOUTHERN INDIANA

# STUDENT INVOLVEMENT

Being a successful student at USI begins with hard work and dedication inside the classroom. However, getting involved in campus life is also essential to success. Research shows that if you engage in co-curricular activities, you will perform better academically, develop marketable leadership skills and express a higher degree of satisfaction with your college experience. If these aren't enough reasons, involvement in campus life can help you find your niche on campus, make friends with those who have similar interests and values, take on leadership roles to build your skills, make a difference on campus or in the community and have a lot of fun at college. USI provides a wide range of activities for you to participate in whether your interests lie in athletics, performing arts, entertainment, exploring the world or serving your community. Come explore.

## NEW STUDENT AND TRANSITIONAL PROGRAMS

New Student and Transitional Programs helps students and families navigate college, beginning with orientation through graduation, by connecting them to resources, offering programs and involvement opportunities and sharing campus information and updates. Your USI journey starts here.

We only have one day for Orientation, but there is much more information to give you! The University has several programs designed to help new students integrate into USI's culture and student body, develop the skills necessary to excel in their college courses and recognize their potential to achieve great success. Our office's programs will build from the Orientation experience and help students successfully transition to USI.

### WELCOME WEEK (AUGUST 16-23, 2023)

Welcome Week is the first taste of being a student at USI! It is a week full of exciting activities and events designed to help students meet one another, get adjusted to their new surroundings and jumpstart their academic success at USI. All first-year students are expected to attend all of the Eagle Experience activities during Welcome Week. Students who fully participate in Welcome Week are more confident when they start classes because they have had time to meet friends, navigate campus and get settled.

**Visit [USI.edu/welcomeweek](https://usi.edu/welcomeweek) for more information.**

### FIRST YEAR @ USI NEWSLETTER

We only have one day for Orientation, but we have so much more information to give you! *First Year @ USI* will build from the Orientation experience and help students successfully transition to USI. *First Year @ USI* is emailed monthly and then weekly over the summer and during the first six weeks of the fall semester to your USI email account.

### EMERGING LEADERS

The Emerging Leaders program offers USI freshmen the opportunity to develop leadership skills, meet fellow leaders and contribute to the University community. The program focuses on preparing students to succeed so that in subsequent years at USI they can be active campus leaders. Applications open in the fall semester.

**For more information about the program and application process, visit [USI.edu/new-student/student-programs/emerging-leaders](https://usi.edu/new-student/student-programs/emerging-leaders).**

### USI CLASS OF 2027 SOCIAL MEDIA GROUP

Join your classmates in the official USI Class of 2027 Facebook Group! Connect with other new students, find out about campus activities and ask questions. Also follow the USI Class of 2027 Instagram page for campus updates.

### USI TRANSFER STUDENTS

Join other transfer students in the official USI Transfer Students Facebook Group. Connect with other transfer students, find out about campus activities and ask questions.

**For more information go to [USI.edu/newstudent](https://usi.edu/newstudent), contact New Student and Transitional Programs at 812-465-7167 or [new.student@usi.edu](mailto:new.student@usi.edu), or stop by University Center East, Room 1229.**



# CENTER FOR CAMPUS LIFE (CCL)

Earning your degree at USI should be your number one goal, but success in college also should include gaining leadership skills by getting involved in campus life. With so many choices, it may be hard to know where to start. The answer is Center for Campus Life. The staff helps students make the most of their college experience. They work with student organizations, fraternities and sororities, Activities Programming Board, Welcome Week and leadership programs. Through involvement with these activities, students can build skills in communication, critical thinking, self-confidence, motivation and conflict management.

CCL enhances the functionality and sustainability of campus student organizations. It is located in the lower level of University Center East and is home to the Student Government Association, Activities Programming Board, Fraternity and Sorority Life and other campus organizations. It has space for organizational meetings and resources available for student organizations. It's a great place to talk with the student staff to learn about involvement opportunities on campus.

**Learn more about these programs at [USI.edu/campus-life](https://usi.edu/campus-life). Our office is located in University Center East, Room 0235.**

## STUDENT INVOLVEMENT FAIR

Attending the Student Involvement Fair is a great way to connect with other USI students. We hope to have this year's fair on Wednesday, August 30, 2023. Attend and find student organizations or activities that are of interest to you. Watch email and social media for information.

## EAGLESYNC

EagleSync is an online management system for managing student organizations. It can be a great tool to track your involvement on campus and find different ways to get involved. Students can access EagleSync through the myUSI portal. EagleSync serves as a great tool for researching student organizations on campus and leadership opportunities.

# STUDENT ORGANIZATIONS

USI has over 150 student organizations with which you can get involved. Student organizations provide opportunities to develop and practice leadership skills, get involved in your community, explore major and career opportunities and participate in events on campus. Our campus offers a variety of areas of interest. No matter what your interest, there is a student organization for you and if we don't have one, we'll help you start it.

**You can search for student organizations using EagleSync accessed through myUSI.**

## ACTIVITIES PROGRAMMING BOARD (APB)

Activities Programming Board is a group of student leaders that plans more than 60 social and educational events for the USI student community each year. Events vary from comedians, hypnotists, magicians, speakers, dances and many others. Their office is located on the lower level of University Center East inside the Center for Campus Life.

**For more information, follow us @apbatusi on Instagram.**



## BLACK STUDENT UNION (BSU)

The Black Student Union extends the opportunity to grow and learn in a supportive environment, promotes the recognition and involvement of African American students and to make an impact on the decisions regarding students of the University community. The BSU encourages academic achievement and personal development of its members.

**For more information about the Black Student Union go to [USI.edu/multicultural-center/get-involved/black-student-union](http://USI.edu/multicultural-center/get-involved/black-student-union).**

## HISPANIC STUDENT UNION (HSU)/ LATINOS/UNIDOS (LU)

The mission of Latinos Unidos is to promote the recognition and involvement of Hispanic and Latino students at the University of Southern Indiana. The HSU intends to create a strong voice on campus to make an impact on the decisions regarding students at USI. The HSU also encourages academic achievement and personal development among its membership.

**For additional information about Latinos Unidos go to [USI.edu/multicultural-center/get-involved/hispanic-student-union](http://USI.edu/multicultural-center/get-involved/hispanic-student-union).**

## SOUTH ASIAN STUDENT ASSOCIATION (SASA)

The South Asian Student Association is a student-led organization that is dedicated to celebrating the diversity and vibrancy of South Asian culture at the University of Southern Indiana. The SASA is intentional in providing USI students, faculty, and staff with friendly and open environments in which they can meet, learn and participate in South Asian cultural events.

**For additional information about South Asian Student Association go to [USI.edu/multicultural-center/get-involved/south-asian-student-association](http://USI.edu/multicultural-center/get-involved/south-asian-student-association).**

## STUDENT GOVERNMENT ASSOCIATION (SGA)

Student Government Association is here to serve the students of USI by promoting student ideas and representing student opinions. SGA sponsors programs and provides services to the students of USI, including traffic appeals and grants. There are plenty of ways to be involved in SGA. Students can serve as an executive officer, member of general assembly, associate justice on the court or serve on an SGA committee. Elections are held annually in March. The Student Government also appoints students to serve on many University committees. They are located in the Student Involvement Center, lower level of University Center East.

**Learn more at [USI.edu/sga](http://USI.edu/sga) or email [sga@usi.edu](mailto:sga@usi.edu).**

## INVOLVEMENT OPPORTUNITIES IN:

ACADEMIC

CLUB SPORTS

CULTURAL

EVENT  
PROGRAMMING

FAITH-BASED

FRATERNITY/  
SORORITY LIFE

GRADUATE

HONORARY

MEDIA

PERFORMANCE

POLITICAL

PROFESSIONAL

RECREATIONAL

SERVICE/VOLUNTEER

SPECIAL INTEREST

STUDENT  
GOVERNANCE





## FRATERNITY/SORORITY LIFE

Fraternity and Sorority Life at USI provides an opportunity for students to join social fraternities and sororities where they strive for scholastic achievement and give back to the community through service and philanthropy while forming bonds of brotherhood and sisterhood.

Membership in a fraternity or sorority is more than just wearing Greek letters, attending meetings and participating in Greek Week. Your brothers and sisters are there to provide support, respect your individuality and foster common goals and values. Over 8% of USI students are members of fraternity and sorority life.

USI currently has eight sororities and six fraternities on campus, governed by two councils. The fraternities are governed by the Interfraternity Council and the sororities are governed by the Panhellenic Council.

### SORORITIES ON CAMPUS—THE PANAHELLENIC COUNCIL:

**ALPHA KAPPA ALPHA SORORITY INC.\***  
**ALPHA SIGMA ALPHA**  
**ALPHA SIGMA TAU**  
**DELTA SIGMA THETA SORORITY INC.\***  
**DELTA ZETA**  
**GAMMA PHI BETA**  
**GAMMA PHI OMEGA INTERNATIONAL SORORITY INC.\***  
**SIGMA SIGMA SIGMA**

### FRATERNITIES ON CAMPUS—THE INTERFRATERNITY COUNCIL:

**ALPHA PHI ALPHA FRATERNITY INC.\***  
**KAPPA ALPHA ORDER**  
**LAMBDA CHI ALPHA**  
**SIGMA PI**  
**SIGMA TAU GAMMA**  
**TAU KAPPA EPSILON**

\*National Pan-Hellenic Council (NPHC)/National Association of Latino Fraternal Organizations, Inc.(NALFO) — The national governing bodies for culturally-based fraternities and sororities. Currently, USI has four active chapters associated with NPHC and/or NALFO, however there is currently not a NPHC or NALFO governing council at USI.

### INTERESTED IN JOINING?

#### INTERFRATERNITY COUNCIL RECRUITMENT

Formal recruitment occurs every fall and provides interested individuals the opportunity to attend events sponsored by all active fraternities on campus. Informal recruitment occurs every spring. Fraternities can choose to participate, and the process is less structured.

#### PANAHELLENIC COUNCIL RECRUITMENT

Formal recruitment takes place early each fall semester over the course of a weekend. It is a mutual selection process that allows you and the sorority members to become acquainted.

#### NATIONAL PAN-HELLENIC COUNCIL AND NATIONAL ASSOCIATION OF LATINO FRATERNAL ORGANIZATIONS, INC. INTAKE

Groups associated with NPHC and/or NALFO have membership intake at a specified time during the semester. NPHC/NALFO organizations have open recruitment periods that are designated by the specific organization. Specific requirements vary by organization. Check out the local or national website for specific intake requirements.

To learn more go to [USI.edu/fsl](http://USI.edu/fsl) or email [USI.FSL@usi.edu](mailto:USI.FSL@usi.edu). You can follow us on Instagram (@USI\_panhellenic, @ifcatusi, @USI.FSL) or check us out on Facebook (Fraternity/Sorority Life at USI).

## INTERCOLLEGIATE ATHLETICS

Nothing screams school pride like cheering for USI's Screaming Eagles athletic teams! USI is a member of the NCAA Division I and the Ohio Valley Conference (OVC). Student athletes compete in 19 different varsity sports including basketball, cross country/track, golf, soccer, baseball, softball, tennis, volleyball, and swimming and diving. Admission to home regular season athletic events is free to USI students. Students also can support the Eagles from the sidelines by joining Archie's Army through Athletics.

USI invites parents and family members to get involved by becoming members of the USI Varsity Club, USI's athletic booster club, which supports athletic scholarships. Season tickets also are available.

Students interested in being involved with Archie (USI's mascot), USI's dance team, cheer team or pep band may visit the Athletic Department website at [USIScreamingEagles.com](http://USIScreamingEagles.com) for more information or call 812-464-1846.

## PERFORMING ARTS

USI offers students opportunities to share their talent via the performing arts. While majors and minors take numerous classes in acting, dance, technology and design, any student interested in theatre may audition for the University of Southern Indiana's Theatre productions.

Currently, four main stage shows are produced each academic year. These productions are staged in the USI Performance Center, located in the heart of campus. During the season, the Repertory Project brings members of the Actors Equity Association—the professional union of stage actors and stage managers—to the USI stage. This opportunity allows USI students to work alongside professional actors and with a professional production stage manager on one of the main stage productions. A second performance space, the Mallette Studio in the Liberal Arts Center, features independent student productions and second season offerings.

Students also may choose to be a part of a music group. USI's sponsored groups include the Chamber Choir, Women's Choir, Designed by Grace Gospel Choir and Jazz Band. Students audition for inclusion into these groups. Each year, students in these groups present numerous performances to the public, and many students in the USI Chamber Choir perform tours abroad.

Both Theatre and Music have experienced significant growth in recent years as they have begun a program of facilities expansion and sought to expand scholarship offerings to Performing Arts majors.

**Learn more at [USI.edu/liberal-arts/performing-arts](http://USI.edu/liberal-arts/performing-arts) or contact Paul Weimer, Interim Chair of the Philip H. Hagemann Performing Arts Department, at [pcweimer@usi.edu](mailto:pcweimer@usi.edu).**

## RELIGIOUS LIFE

Religious Life provides religious guidance and worship opportunities for students, faculty and staff. Our primary goal is to encourage students to stay active in the faith life of their choice while at USI, we also house the Spiritual Diversity Project that aims to educate and coordinate a greater understanding of the diverse religions on campus and within the community. Religious Life offers services and information for multiple denominations. Students can take part in retreats, fellowship, bible studies, worship services, spiritual guidance and service opportunities.

**To find out more, visit [USI.edu/religiouslife](http://USI.edu/religiouslife).**

## STUDENT MEDIA

### THE SHIELD

*The Shield* is the University's student newspaper. Students are responsible for all reporting, writing, photography, editing, designing and ad sales. Read it online at [usishield.com](http://usishield.com) every day and pick up the latest issue of the print edition on newsstands at more than 20 campus locations during the fall and spring semesters.

### 95.7 THE SPIN

The Spin, USI's campus radio station, serves Vanderburgh County and surrounding counties with alternative music, news and sports and is also on the Internet 52 weeks a year at [957TheSpin.com](http://957TheSpin.com). The campus radio station gives students the chance to manage, produce and host programming.

### SEV (STREAMING EAGLES VIDEO)

SEV is the University of Southern Indiana's student-produced online video production operation streaming on YouTube. Streaming Eagles Video produces a variety of programs including news and entertainment. Students are responsible for coordinating the production and creating content.

**SEV is offering you the chance to participate in the media's growth by contacting them at 812-465-1182. Check it out at [SETV12.com](http://SETV12.com).**

## VOLUNTEER USI

Volunteer USI is a University-wide volunteer management program to recruit, place and recognize volunteers who donate their time and talents to benefit the needs of USI, its outreach programs and the community. Students can volunteer individually or as part of a group (sorority, fraternity, campus club, etc.). Volunteer opportunities range from one-time events to short-term and ongoing placements.

Volunteering is good for your mental and physical health—improves your mood and lowers stress levels. Volunteering provides an opportunity to learn and develop skills that make you a more proficient and effective future employee. Volunteers gain professional experience—time management, people and teamwork skills, make job-related contacts and participate in networking opportunities. Volunteering helps people connect and socialize—it brings people together. Giving your time promotes personal growth and self-esteem, and by understanding the community needs, volunteers foster empathy and self-efficacy. Volunteers strengthen our community and gain knowledge of local resources and hidden talents.

Working with more than 200 partner organizations, Volunteer USI promotes current volunteer opportunities on campus and in the community through emails twice a month. If you are interested in a specific volunteer opportunity, Volunteer USI will work to assign you to an organization that fits your needs.

**To become involved in Volunteer USI, visit [USI.edu/volunteer](http://USI.edu/volunteer) and join our email list.**









# UNIVERSITY OF SOUTHERN INDIANA

# HELPFUL INFORMATION

## ACADEMIC AFFAIRS

USI.edu/provost  
812-465-1617  
Wright Administration Building 103

## ACADEMIC SKILLS

USI.edu/university-division/academic-skills  
812-464-1743  
Education Center 1111

## ACTIVITIES PROGRAMMING BOARD

USI.edu/apb  
apb@usi.edu  
University Center East 0250

## UNDERGRADUATE ADMISSIONS

USI.edu/admissions  
812-464-1765  
enroll@usi.edu  
Orr Center 1096

## ADULT LEARNER SUCCESS, CENTER FOR

USI.edu/adults  
812-465-1045  
Adult.Learners@usi.edu  
Health Professions Center 3082

## ADVISING CENTERS

### ROMAIN COLLEGE OF BUSINESS

812-465-7028  
RCOB.Advise@usi.edu  
USI.edu/business  
Business and Engineering Center 1015

### COLLEGE OF LIBERAL ARTS

812-461-5307  
LAadvise@usi.edu  
USI.edu/liberal-arts  
Liberal Arts Center 2001

## ADVISING CENTERS CONTINUED

### BACHELOR AND PROFESSIONAL STUDIES (ADULT LEARNERS WITH PRIOR COLLEGE EXPERIENCE)

812-465-7117  
srtodd@usi.edu  
USI.edu/liberal-arts/professional-studies  
Liberal Arts Center 3099

### COLLEGE OF NURSING AND HEALTH PROFESSIONS

812-228-5042  
Cnhp.advisor@usi.edu  
USI.edu/health  
Health Professions Center 2023

### POTT COLLEGE OF SCIENCE, ENGINEERING, AND EDUCATION

812-228-5191  
usi.parc@usi.edu  
USI.edu/science  
Education Center 3104

### CENTER FOR EXPLORING MAJORS (UNDECIDED MAJORS)

812-465-1606  
udadvise@usi.edu  
USI.edu/university-division  
Education Center 1142

## ALUMNI ENGAGEMENT AND VOLUNTEER USI

USI.edu/alumni  
812-464-1924  
University Center West 116

## ATHLETICS

USIScreamingEagles.com  
812-464-1846  
Screaming Eagles Complex

## BURSAR/CASHIER

USI.edu/bursar  
812-464-1842  
Orr Center 036



## CAREER COUNSELING

USI.edu/university-division  
812-465-1606  
Education Center 1142

## CAREER SERVICES AND INTERNSHIPS

USI.edu/career-services  
812-464-1865  
Orr Center 074

## CAMPUS LIFE, CENTER FOR

USI.edu/campus-life  
812-465-1862  
getinvolved@usi.edu  
University Center East 0235

## COPY CENTER

USI.edu/creativeprint  
812-464-1889  
Publishing Services Center

## COUNSELING AND PSYCHOLOGICAL SERVICES

USI.edu/counseling-and-psychological-services  
812-464-1867  
usi.caps@usi.edu  
Orr Center 1051

## DEAN OF STUDENTS

USI.edu/deanofstudents  
812-464-1862  
deanofstudents@usi.edu  
University Center East 1229

## DENTAL CLINIC

USI.edu/health/dental-clinic  
812-464-1706  
Health Professions Center 1040

## DISABILITY RESOURCES

USI.edu/disabilities  
812-464-1961  
Science Center 2206

## EAGLE ACCESS CARD

usi.sodexomyway.com/my-meal-plan/  
eagle-access-card  
812-464-1859  
foodmealplans@usi.edu  
University Center West 003

## EAGLE EXPRESS CONVENIENCE STORE

812-465-7123  
Residence Life Community Center

## FINANCIAL ASSISTANCE

USI.edu/financial-aid  
812-464-1767  
finaid@usi.edu  
Orr Center 1005

## HONORS PROGRAM

USI.edu/honors  
812-464-1833  
Orr Center 1070

## HOUSING AND RESIDENCE LIFE

USI.edu/housing  
812-468-2000  
living@usi.edu  
839 Pruis Lane

## HUMAN RESOURCES

USI.edu/hr  
812-464-1815  
humanres@usi.edu  
Forum Wing 166

## IMMUNIZATIONS

USI.edu/health-center/student-  
immunizations  
812-461-5285  
studhlth@usi.edu  
Health Professions Center 091

## INFORMATION TECHNOLOGY

USI.edu/it  
812-465-1080  
Forum Wing 041

## INSTITUTIONAL EQUITY

USI.edu/institutional-equity  
812-464-1835  
USI.equity@usi.edu  
Wright Administration Building, FA 171

## INTERNATIONAL PROGRAMS, CENTER FOR

USI.edu/international  
812-465-1248  
University Center East 1234

## INTRAMURAL RECREATIONAL SPORTS

USI.edu/rfw/intramural-sports  
812-461-5268  
the.rec@usi.edu  
Recreation, Fitness and Wellness Center

## MULTICULTURAL CENTER

USI.edu/mcc  
812-465-7188  
University Center East 1244

## NEW STUDENT AND TRANSITIONAL PROGRAMS

USI.edu/newstudent  
812-465-7167  
new.student@usi.edu  
University Center East 1229

## PROVOST'S OFFICE

USI.edu/provost  
812-465-1617  
Wright Administration 103

## PUBLIC SAFETY

USI.edu/public-safety  
812-464-1845  
Security Building

## RECREATION, FITNESS AND WELLNESS CENTER

USI.edu/rfw  
812-461-5268  
the.rec@usi.edu

## REGISTRAR

USI.edu/registrar  
812-464-1762  
registrar@usi.edu  
Orr Center 1075

## RELIGIOUS LIFE

USI.edu/religiouslife  
812-464-1871  
Residence Life Service Center

## RICE LIBRARY

USI.edu/library  
812-464-1913

## ROTC

USI.edu/rotc  
812-461-5494  
Education Center 0107

## STUDENT AFFAIRS

USI.edu/studentaffairs  
812-464-1757  
Wright Administration 104

## STUDENT GOVERNMENT ASSOCIATION

USI.edu/sga  
812-464-1862  
University Center East 0256

## STUDENT SUPPORT SERVICES

USI.edu/university-division/  
student-support-services  
812-465-1606  
Education Center 1142

## UNIVERSITY HEALTH CENTER

USI.edu/health-center  
812-465-1250  
studhlth@usi.edu  
Health Professions Center 091

## USI CAMPUS STORE

usibooks.com  
812-464-1717  
Fax Number for student use (fee)  
812-464-2467  
University Center West 132

## USI DINING

USI.edu/dining  
812-464-1859  
foodmealplans@usi.edu  
University Center West 003

## USI PERFORMANCE CENTER

USI.edu/liberal-arts/usi-theatre  
812-465-1635

## VETERAN, MILITARY AND FAMILY RESOURCE CENTER

USI.edu/veterans  
812-464-1857  
Education Center 0014



# UNIVERSITY OF SOUTHERN INDIANA

## Campus Legend

Applied Engineering Center  
Aquatic Center  
Arts Center  
Art Studio  
Bent Twig Outdoor Education Center

1. Amphitheatre
2. Westwood Lodge
3. Grimes Haus
4. Herb Garden
5. Eicher Barn
6. Bokelman #3 School
7. Restrooms

Business and Engineering Center  
Carter Hall (UC West 233)  
Couch/Renner Hall (ED 1101)  
Creative and Print Center  
– Copy Center  
Dowhee Ceramics Center  
Education Center  
USI Foundation  
Forum Lecture Halls (1, 2, and 3)  
Fuquay Welcome Center  
Griffin Center  
Grounds Maintenance Center  
Hamilton Music Studio (LA 0114)  
Health Professions Center  
Kleymeyer Hall (LA 0101)  
Liberal Arts Center  
Mallette Studio Theatre (LA 0105)  
McCutchan Art Center/Pace Galleries (LA 0155)  
Mitchell Auditorium (HP 1002)  
Orr Center  
Performance Center  
Physical Plant Service Center  
Public Safety Building  
Recreation, Fitness and Wellness Center  
Rice Library  
Science Center  
Screaming Eagles Complex  
– Athletics Department  
– Kinesiology and Sport Department  
– Multipurpose Courts A, B, C  
– Screaming Eagles Arena  
Support Services Center  
Theatre Support Center  
University Center  
A. UC Courtyard  
B. Rice Plaza  
C. The Cone  
D. UC Fountain  
E. Performance Center Courtyard  
Wright Administration Building

AE  
AQ  
AS  
AS  
BT  
  
BE  
UC  
ED  
CPC  
  
CC  
ED  
FO  
WA  
FWC  
GC  
GM  
LA  
HP  
LA  
LA  
LA  
LA  
HP  
OC  
PF  
PP  
PS  
FC  
RL  
SC  
SEC  
  
SS  
TS  
UC  
  
WA

Pedestrian, Bike and Nature Trail  
 Blue Emergency Phone  
 Bus Stop

The off-campus recreational and varsity softball fields can be reached by traveling south on Schutte Road, then west on Broadway 1/4 mile; see map inset.

**NO WEAPONS OR FIREARMS  
PERMITTED ON UNIVERSITY PROPERTY**  
  
**USI IS A TOBACCO & VAPOR FREE CAMPUS**



## Housing Legend

Housing and Residence Life Center **HRL**  
Residence Life Community Center **RCC**  
Residence Life Resource Center **RRC**

Baker Building–McDonald East 31  
 Bayh Building–O'Daniel North 21  
 Bigger Building–O'Daniel South 1  
 Boon Building–O'Daniel South 6  
 Bowen Building–O'Daniel North 19  
 Branch Building–McDonald West 25  
 Branigan Building–O'Daniel North 12  
 Chase Building–McDonald East 41  
 Craig Building–O'Daniel North 18  
 Dunning Building–O'Daniel South 8  
 Durbin Building–McDonald West 30  
 Gates Building–O'Daniel North 17  
 Gray Building–McDonald East 34  
 Goodrich Building–McDonald West 24  
 Governors Hall 47  
 Hammond Building–McDonald East 35  
 Hanly Building–McDonald West 29  
 Hendricks Building–O'Daniel South 5  
 Hendricks Building–McDonald East 32  
 Hovey Building–McDonald East 42  
 Jackson Building–McDonald West 22  
 Jennings Building–O'Daniel South 10  
 Lane Building–McDonald East 38  
 Leslie Building–O'Daniel North 15  
 Marshall Building–McDonald West 27  
 Matthews Building–McDonald East 40  
 McCray Building–McDonald West 23  
 McNutt Building–O'Daniel North 14  
 Morton Building–McDonald East 39  
 Mount Building–McDonald East 43  
 Newman Hall 44  
 Noble Building–O'Daniel South 3  
 O'Bannon Hall 46  
 Orr Building–O'Daniel North 20  
 Porter Building–McDonald East 35  
 Ralston Building–McDonald West 26  
 Ray Building–O'Daniel South 4  
 Ruston Hall 47  
 Saletta Building–McDonald West 28  
 Schricker Building–O'Daniel North 11  
 Townsend Building–O'Daniel North 13  
 Wallace Building–O'Daniel South 2  
 Welsh Building–O'Daniel North 16  
 Whitcomb Building–O'Daniel South 7  
 Willard Building–McDonald East 36  
 Williams Building–McDonald East 33  
 Wright Building–O'Daniel South 9

