## HANDBOOK FOR PARENTS & FAMILIES 2017–2018





WESLEYAN UNIVERSITY

## **ABOUT THIS HANDBOOK**

The Wesleyan student in your family no doubt has accumulated an impressive collection of booklets, pamphlets, and handouts about Wesleyan. Almost every office connected with the University issues its own informational materials. We have prepared this handbook because we thought it would be helpful for you, as parents of a Wesleyan student, to have key facts at hand in one slim volume.

The information presented in this publication is accurate as of June 2017 and is subject to change. If this booklet does not contain the information you seek, it may contain the name of someone who can help you. For further assistance, or if you're not sure whom to call, feel free to contact the Office of Alumni and Parent Relations at 860-685-3756 or send an e-mail to parents@wesleyan.edu.

This handbook is provided to parents for their general guidance only. It does not constitute a contract, either expressed or implied, and is subject to change at the University's discretion.

## **USEFUL TELEPHONE NUMBERS**

The telephone number for the university switchboard directory is 860-685-2000. The voice recognition system is available through the switchboard directory. Offices you may need to call are listed below.

860-685-3000

860-685-2690 860-685-3355 860-685-2800 860-685-2180 860-685-2470 860-685-3500 860-685-2780 860-685-2345 NON-EMERGENCY 860-685-3333 EMERGENCY 860-685-2810 860-685-3550 860-685-2800 860-685-2600 860-685-2200 860-685-3566 860-685-3900

## WESLEYAN ON THE WEB

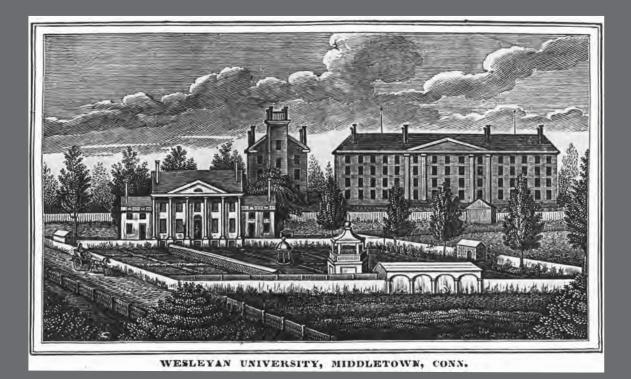
There is a wealth of information waiting for you on Wesleyan's website located at wesleyan.edu. Some sites which may be of particular interest to parents are listed below:

ATHLETICS CENTER FOR THE ARTS GORDON CAREER CENTER LIBRARY NETWORK OFFICE OF PUBLIC SAFETY ONESTOP ORIENTATION PARENTS AND FAMILIES RESIDENTIAL LIFE REGISTRAR STUDENT ACCOUNTS STUDENT AFFAIRS UNIVERSITY CALENDAR USDAN UNIVERSITY CENTER WESCARD WESLEYAN ALUMNI

ATHLETICS wesleyan.edu/athletics wesleyan.edu/cfa wesleyan.edu/careercenter wesleyan.edu/library wesleyan.edu/publicsafety wesleyan.edu/onestop wesleyan.edu/orientation wesleyan.edu/parents wesleyan.edu/reslife wesleyan.edu/registrar wesleyan.edu/studentaccounts wesleyan.edu/deans events.wesleyan.edu weslevan.edu/usdan wesleyan.edu/wescard wesleyan.edu/alumni

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The Allbritton Center	
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## WESLEYAN UNIVERSITY

The President 229 High Street Middletown, Connecticut 06459

Dear Wesleyan Parents,

Welcome to Wesleyan's 186th academic year! Ours is a community committed to boldness and rigor, idealism and effectiveness. As president (and also a classroom teacher), I take enormous satisfaction in the exuberance and drive of your daughters and sons as they rise to challenges and take advantage of the extraordinary opportunities Wesleyan provides. Working at a high level with our dedicated teacher-scholars, they develop their capacities to lead rewarding lives and make a positive difference in the world.

Participating in the life of the university will help you support your student during this transformative process. This is your university now, too, and you can track much of what goes on here on our website (wesleyan.edu). The homepage has a link for PARENTS that will lead you to many resources. I recommend that you check out our online campus news site (newsletter.blogs.wesleyan.edu), highlighting campus news, events, and faculty/student achievements. If you are interested in a "presidential perspective," you can subscribe to my blog (roth.blogs.wesleyan.edu) or follow me on Twitter (@mroth78). If you want a taste of what students are experiencing in the classroom, you can sign up for a free Wesleyan Coursera class at coursera.com/wesleyan.

I look forward to getting to know you, and I encourage you to take the opportunity when on campus to meet fellow parents and other members of the Wesleyan family.

All the best,

Kill

Michael S. Roth '78 President

# WESLEYAN'S CURRICULUM

## **OPEN CURRICULUM**

When students direct their own education, in consultation with intensively engaged faculty advisors, they learn to think independently, explore questions from multiple points of view, and develop habits of critical thinking that are hallmarks of a liberal education. Wesleyan upholds the principle that student choice fosters the drive to explore freely and seek connections across courses, generating the intellectual excitement that can fuel liberal education as a lifelong pursuit. With the freedom to sample liberally from across the curriculum, students are able to experience the surprise of unexpected ability in fields new to them and to make fruitful connections across subject areas that do not traditionally intersect. This can generate innovative depth of study and new ways of seeing—with students posing questions from one discipline to the assumptions of another.

## **GENERAL EDUCATION EXPECTATIONS**

Wesleyan's open curriculum challenges students to create their own plan for general education. Academic coherence here does not rely on a core curriculum or a set of required courses; instead, students propose their academic plan to their faculty advisors and recalibrate it with their advisors each semester as their discoveries lead them to pursue new areas or deepen existing strengths. By the end of the first two years, students are expected to have earned at least two course credits in each of the three areas, all from different departments or programs. In the last two years, students are expected to take one additional course credit in each of the three areas. A student who does not meet the expectation of a total of nine general education course credits by the time of graduation will not be eligible for University honors, Phi Beta Kappa, honors in general or for honors in certain departments and may not declare more than a combined total of two majors, certificates, and minors.

## **MAJOR CONCENTRATIONS**

A degree of disciplined mastery in a major field of learning is an important dimension of a liberal education. The major may help a student prepare for a specific profession or may be necessary for a more specialized education in graduate schools or other post-baccalaureate educational institutions. Majors can take several forms—a departmental or interdepartmental major or a college program (College of Letters or College of Social Studies, for example). Generally, students declare a major in the second semester of their sophomore year—when they have sampled widely from different areas of the curriculum, have completed the first stage of their general education expectations, and are ready to develop deeper knowledge in a particular area of study.

## LINKED MAJORS, MINORS, AND CERTIFICATES

A major in the College of Integrative Sciences or Environmental Studies may only be declared as a linked major in conjunction with another major. In addition to major fields of study, Wesleyan also offers optional minor fields of study and certificates (similar to interdisciplinary minors). Students may not declare more than a combined total of three majors, certificates, and minors.

## THE HONOR SYSTEM

In a university, it is essential that there be universal acceptance of certain enduring and specific standards of academic conduct. These standards of academic conduct constitute the Honor Code and are enforced by students through the Honor Board. Wesleyan's Honor System dates to 1893, when students were granted the right to oversee the academic integrity of their education.

Members of the community are bound by the Honor Code. All new students are required to read the Honor Code, complete an online tutorial over the summer, and sign a pledge to abide by it. This pledge is renewed by all students each semester. Acts that constitute violations of the Honor Code include: (1) The attempt to give or obtain assistance in a formal academic exercise without due acknowledgement. This includes, but is not limited to: cheating during an exam, helping another student to cheat or to plagiarize, completing a project for someone, and/or asking someone else to complete a project for the student. (2) Plagiarism—the presentation of another person's words, ideas, images, data or research as one's own. Plagiarism is more than lifting a text word-for-word, even from sources in the public domain. Paraphrasing or using any content or terms coined by others without proper acknowledgement also constitutes plagiarism. (3) The submission of the same work for academic credit more than once without permission. (4) Willful falsification of data, information, or citations in any formal exercise. (5) Deception concerning adherence to the conditions set by the instructor for a formal academic exercise.

Reports of possible Honor Code violations are referred to the Honor Board. The Honor Board consists of four students two juniors and two seniors, who serve as cochairs—and the dean for academic advancement, who serves as an ex officio member of the Board. The Board exists to provide fair process for students alleged to have violated the Honor Code, to ensure that sanctions are commensurate with violations, and to promote uniformity in the handling of cases. Sanctions for violation are determined by the Board and are implemented by the dean of academic advancement.

#### **POLICY ON REPORTING GRADES**

In accordance with the Family Educational Rights and Privacy Act of 1974, the "Buckley Amendment," Wesleyan does not release students' grades or other educational records to parents or guardians without students' written permission.

Students who would like their parents to receive their grades may provide them a copy of their unofficial transcript. Or, students may request transcripts be sent to their parents by the Office of the Registrar.

### **COURSE ENROLLMENT**

Wesleyan's curriculum provides students with the opportunity to select from a wide array of courses. Because of enrollment limits on many courses, students will not always get into the courses they want on the first attempt. Some background on the principles according to which the University allocates its teaching resources may be helpful.

Wesleyan has a larger faculty than many schools of its size. One benefit has been that we can offer an unusual number and variety of courses with small enrollments, in which students participate actively and regularly in discussion and do individual research and writing under careful faculty supervision. Small courses are valued by both students and faculty because they are an important part of the intense intellectual engagement between student and faculty for which Wesleyan is known. In most cases, these courses do not lend themselves to extra sections taught by other faculty members; specialized disciplinary competence is usually required.

Wesleyan offers some large courses, with enrollment limits dictated by classroom capacity. The number of large lecture halls is limited. The argument against duplicate sections in the event of unusually high student demand in a particular semester is the same as for small courses. Most courses, both large and small, are repeated within any four-year period, so that students usually have other chances to enroll.

Enrollment limits thus permit Wesleyan both to respect the variety of students' interests and to provide close attention to students' work. In allocating its teaching resources, Wesleyan also honors what it regards as an obligation to transcend the continual shifts in intellectual fashion. While Wesleyan tries to meet many current student demands, it also tries to avoid imbalances in curricular offerings.

## THE COURSE SELECTION SYSTEM

Wesleyan students have two opportunities to register for courses in any given semester. Both registration processes are done electronically through the student portfolio. During the academic year, pre-registration occurs in November for the spring semester and in April for the fall semester. Over a two-week period, students meet with their advisors to plan and discuss their course selection. The finalized plans are electronically submitted to the Registrar's Office for preliminary scheduling and students then have a week to make adjustments. During the first 10 class days of each semester, students may make final adjustments to their course schedules through an electronic drop/add system.

With so many opportunities to explore the curriculum, meeting with faculty advisors, pre-registering, and dropping and adding courses, building a course schedule is a continual process of refining choices. Students are encouraged to take full advantage of Wesleyan's course-selection systems, which are designed to ensure that all students have ample opportunities to elect a challenging and coherent set of courses.

### WINTER SESSION AND SUMMER SESSION | wesleyan.edu/wintersession | wesleyan.edu/summer

Wesleyan has two ancillary, non-required terms: Summer Session and Winter Session. Tuition is one-half the per-course tuition for fall and spring and is not included in the fall and spring semester tuition. Students register for Summer and Winter Session classes using a paper form and must pay tuition at the time of enrollment. Enrollments are taken on a first-come, first-served basis. These courses have limited enrollment, preserving the small seminar style and opportunity for close relationships with faculty and fellow students. A limited amount of need-based aid may be available.

Winter Session compresses full-semester courses into just two weeks, and is traditionally scheduled to begin roughly two weeks before the first day of the undergraduate spring semester. Students who have a spring housing assignment may reside on campus at no additional cost and may opt to purchase a meal plan. Students register for only one course during Winter Session.

Summer Session consists of two 5-week periods in June (Session I) and July (Session II). A different set of for-credit courses is offered during each of these periods. Students may register for either, or both, and may register for as many Summer Session courses as they choose, although the recommended limit is no more than 4 courses over the course of Session I and Session II. Students may elect to live on- or off-campus.

## **EDUCATIONAL OPPORTUNITIES**

Students are encouraged to explore their educational options in a variety of workshops, forums, and individual meetings offered throughout the year on such topics as study skills and time management, study abroad, leave-taking opportunities, Twelve-College Exchange, choosing a major, graduate school, and career planning.

At Wesleyan, we believe that a global perspective is an essential part of a liberal arts education. In addition to language instruction on campus, Wesleyan offers opportunities for study abroad not only in the countries whose languages we teach, but also throughout the world, for students in all majors. Wesleyan both sponsors its own programs and approves programs run by other institutions. Before they graduate, approximately half of Wesleyan students study abroad for a semester or a year. Students considering this option must work through the Office of Study Abroad, where guidance is given concerning all aspects of study abroad.

#### HONORS | wesleyan.edu/registrar/honors

A degree with honors can be earned two ways: (1) Departmental honors will be awarded to the student who has done outstanding work in the major field of study and met the standards for honors or high honors set by the respective department or program; (2) Honors in general scholarship will be awarded to the student who is a university major or whose thesis topic or methodology is outside of the domain appropriate for the award of honors in the student's major department(s) or program(s). The candidate for honors in general scholarship must have a minimum grade point average of 90.00, fulfill general education expectations, and submit a senior thesis that meets the standard for honors or high honors set by the Committee on Honors.

Honors recognizes a BA attained with distinction, either in the major or in general scholarship. Honors recognizes the successful completion of a mentored, independent, honors capstone project that has been evaluated by qualified examiners and that meets the standards for excellence in the major or those of the Committee on Honors when completed in general scholarship. A student may receive no more than 2.0 credits for any one thesis. Students who major in more than one department, program, or college may submit a thesis in one of their majors or separate theses in more than one major. With the agreement of each of their departments, programs, or colleges, students may submit the same thesis for honors in more than one major.

In the fall semester of the senior year, all candidates for honors must either enroll in a senior thesis tutorial or, if they are pursuing an alternate route to honor, must ask that their department forward their names to the Committee on Honors as candidates. Students who wish to pursue honors in general scholarship must follow the established guidelines and apply to the Committee on Honors formally in the second semester of the junior year. Thesis registration normally takes place in April. Beginning with the Class of 2018, honors candidates who complete their graduation requirements in December and who are not registering for classes or for a thesis tutorial in the spring are required to submit and register their thesis with the University on the first day of classes of the following spring semester.

University honors is the highest award Wesleyan bestows. To be eligible, a student must fulfill general education expectations, earn high honors (either departmental or in general scholarship), be recommended for university honors, and qualify in an oral examination administered by the Committee on Honors. Contact the Office of the Registrar (wesleyan.edu/registrar)for more information.

## ACADEMIC ADVISING AND SATISFACTORY PROGRESS TOWARD THE DEGREE

## **ACADEMIC PROGRESS**

Students entering in their first year have eight semesters at Wesleyan to complete all degree requirements. Intervention will occur only if it appears that the student's academic performance is falling below the standards of satisfactory progress. The class deans review the academic progress of all students at the end of each semester to determine whether students are making satisfactory progress toward the degree or have met guidelines for academic discipline. The academic review process involves a thorough discussion of each student's specific academic difficulties and available options. The class deans determine academic disciplinary actions consistent with the university academic regulations, which are designed to protect the student's ability to graduate in eight semesters. Disciplinary action is preventive, not punitive. Experience has shown that students who are given an opportunity to reassess their academic commitment and performance during time away from Wesleyan are much more likely to complete and engage with their academic work successfully when they return.

Students placed on academic discipline in any of the categories described below receive a letter from their class dean explaining the status and its pertinent conditions. Because of federal regulations about the information that the University can share without a student's permission, parents should speak directly to their student about academic progress and grades. In order to discuss a student's academic standing with a parent or guardian, the class dean must receive written permission from the student. The form is available at wesleyan.edu/studentaffairs/pdfs/FERPAConsentWesleyanUniversity.pdf.

## ACADEMIC REVIEW GUIDELINES

The faculty has established general guidelines for the academic review process that provide for a series of increasingly serious warnings when a student fails to meet the University's expectations for academic performance. The primary criterion is that each student meet the requirements for the BA by the scheduled time of graduation (i.e., within eight semesters, not including leaves of absence) for students who enter the institution without prior undergraduate work. The following types of action are taken when a student's performance falls below the expectations. For more information, see Academic Regulations (wesleyan.edu/registrar/academic\_regulations/academic\_ review\_and\_promotion.html).

- A. WARNING—This mild form of discipline alerts students to a potential problem, such as when a student's academic work in a course is passing but unsatisfactory (below C-) or when a student earns fewer than 3.00 but more than 2.00 credits.
- **B. PROBATION**—This sterner category of discipline warns of difficulties serious enough to prevent graduation if not corrected, such as failure to achieve the requisite cumulative grade point average of 74.00, failure in one course, or passing but unsatisfactory work in two courses. A student who receives more than two incomplete grades without the dean's permission may also be placed on Probation. One passing but unsatisfactory grade continues a student on Probation. A student on Probation meets regularly with his or her class dean.
- **c. STRICT PROBATION**—This level of discipline is used in serious cases of academic difficulty, usually indicated by at least one of the following conditions:
  - 1. failure in one course and passing but unsatisfactory work in another;
  - 2. passing but unsatisfactory work in three or four courses;
  - 3. one failing grade or unsatisfactory work in two courses while on Probation;
  - 4. credit deficiency for promotion; or
  - 5. earning two or fewer credits in a single semester.

Students on Strict Probation must attend all classes, hand in all work on time, receive no incomplete grades without the permission of their class dean, and meet regularly with the class dean. One passing but unsatisfactory grade on Strict Probation continues a student on Strict Probation.

- **D. REQUIRED RESIGNATION**—This category of discipline is used when academic performance is so deficient as to warrant time away from the University for the purpose of addressing the difficulties that prevented the student from meeting the standards of academic progress. The notation "resigned" will be entered on the student's official transcript. The performance of students who are required to resign will usually involve at least one of the following:
  - 1. For All Students:
    - a. failure to earn the required number of credits for promotion to the next semester.
  - 2. Students in Good Standing:
    - a. failure in two or more courses, or
    - b.failure in one course and passing but unsatisfactory work in two others.

- 3. Students on Probation:
  - a. failure in one course and passing but unsatisfactory work in one other, or
  - b.unsatisfactory work in three or more courses.
- 4. Students on Strict Probation:
  - a. failure in one or more courses, b.unsatisfactory work in two or more courses.

Students who are required to resign may not be on campus or in University housing, nor may they participate in student activities or the life of the college while on this status. The University through the class dean may readmit students who are required to resign after an absence of at least two semesters. The process of application for readmission requires a demonstration of academic preparedness and fulfillment of all the specified requirements for return. Students readmitted after being required to resign will be placed on Strict Probation.

**E. SEPARATION**—The category of academic discipline imposed when academic performance is so poor that the student is removed from the University and is not eligible for readmission. Separation is imposed if a student's academic performance warrants Required Resignation for a second time.

## **CREDIT STANDING**

Since recurrent credit deficiencies may prevent a student from graduating within eight semesters, credit standing is reviewed at the end of each semester. Therefore, students are expected to make progress toward fulfilling the graduation requirements at a specified pace. Students are expected to progress at the following pace in order to complete a minimum of 32.00 credits by the end of their eighth semester. The chart below shows both the credits expected each semester and the minimum credits required for promotion:

SEMESTERS COMPLETED	1	2	3	4	5	6	7	8
CREDITS EXPECTED	4	8	12	16	20	24	28	32
MINIMUM REQUIRED	2	6	10	14	18	22	26	32

## ACCELERATION OF ACADEMIC PROGRAM AND THREE-YEAR OPTION

A student can graduate in fewer than eight semesters, but in no less than the required semesters in residence. This may be accomplished by using Advanced Placement or transfer credits or by completing course work or independent study projects during the summer or winter sessions, or while on leave. Students may also accelerate by taking additional courses during the academic year at Wesleyan. Those considering this option should see Graduation Requirements (wesleyan.edu/registrar/academic\_regulations/degree\_requirements.html) and should consult with their class dean to review policies.

## CODE OF CONDUCT AND THE JUDICIAL PROCESS

Students have a good deal of freedom at Wesleyan University. With this freedom comes significant responsibility. While there are a number of policies and regulations that facilitate our educational mission and community life, these expectations represent reasonable regulation of campus conduct. Although the Code of Non-Academic Conduct is comprised of 15 "common sense" regulations (see: wesleyan.edu/studentaffairs/studenthandbook), all members of the Wesleyan community should remember that a reasonable, considerate, and courteous attitude toward all others in the community is the primary goal and the best guideline.

While the legal drinking age in Connecticut is 21, some underage students get access to alcohol at Wesleyan, just as students do at other colleges and universities. First-year students are particularly vulnerable to incidents of high-risk drinking. Research shows that by having frank, face-to-face conversations with your student, you can have a positive effect on your child's approach to alcohol. We encourage you to discuss the negative impacts of drinking with your student. The National Institute on Alcohol Abuse and Alcoholism offers this advice for parents: collegedrinkingprevention.gov/NIAAACollegeMaterials/collegeFact-SheetForParents.aspx.

Consistent with Wesleyan's commitment to student governance, the University utilizes a peer-based judicial system to address alleged violations of the Code of Non-Academic Conduct. The Student Judicial Board (SJB) is responsible for primary adjudication of all alleged violations of the Code of Non-Academic Conduct except those cases that may arise when the SJB cannot convene (e.g., summer, recess periods). The dean of students' office oversees and advises the SJB.

When a student or a group is believed to have violated the code, a complaint is brought to the SJB, a body consisting of students from the junior and senior classes. A complaint may be lodged by a member of the administration, faculty, or staff, or by a student. The SJB has an administrative advisor and faculty advisor present at full hearings. The SJB is not, and does not attempt to be, a court. It functions as a fact-finding panel, using a standard of fair process in conducting its business. Decisions are based on the preponderance of evidence. The sanctions for violations of the code range from a disciplinary warning or disciplinary probation to suspension or dismissal from the University. The SJB makes a recommendation to the dean of students, who implements sanctions. If a student is placed on disciplinary probation, they may be ineligible for opportunities afforded to other students such as the ability to study abroad or hold certain campus jobs. Students may appeal in writing to the vice president for student affairs who will chair a committee to review the petition.

The proceedings of the SJB are kept confidential. The file that contains the written complaint, any recorded evidence offered by the complainant and the accused, and the testimony of persons appearing before the SJB are subject to discovery by subpoena, deposition, or otherwise in criminal or civil litigation related to the alleged offense or the circumstances under which it arose. A student against whom a complaint has been lodged with the SJB may, therefore, wish to seek the advice of legal counsel before submitting statements or evidence to the board. The dean of students can suspend a student whose continued presence on the campus may pose a threat to the community. Wesleyan believes it is proper for students to be answerable to their peers under the Code of Non-Academic Conduct.

Parents do not receive notice from the University when charges have been brought against their student, although they may choose to tell them. If a student is placed on disciplinary probation for an alcohol or drug violation, they are expected to contact their parents. Any questions about the code and the SJB should be directed to the dean of students. A full description of Wesleyan's judicial procedures is available at wesleyan.edu/studentaffairs/studenthandbook.

# **RESIDENTIAL LIFE**

Wesleyan University believes that residential life is a crucial component of the overall college experience. Therefore, the University has a four-year residential requirement for all undergraduate students. Wesleyan provides university housing sufficient to accommodate all unmarried undergraduate students, and all housing is furnished. Students who need a specific housing accommodation due to a disability or medical issue must register with Accessibility Services. Students seeking an accommodation for the fall can register by contacting Dean Laura Patey at <u>lpatey@wesleyan.edu</u>.

## OFFICE OF RESIDENTIAL LIFE | reslife@wesleyan.edu | wesleyan.edu/reslife

Student and professional staff members are trained to provide a positive living/learning experience for students and to manage the residential areas. Students also are supported by a 24-hour on-call network of administrators and staff that includes Public Safety, Residential Life, Counseling and Psychological Services, Health Services, and Student Affairs.

The best method to receive timely, helpful responses to all of your inquiries is by e-mail. In addition, the Residential Life website provides substantial information pertaining to living options and amenities, staffing, and policies and procedures, or you can call the office at 860-685-3550.

#### **RESIDENTIAL LIFE STAFF**

**RESIDENT ADVISORS (RAs)** | Residential advisors are students chosen for their leadership and interpersonal skills. Living in residential areas with residents, RAs assist with administrative duties and serve as resource persons, providing residents with referrals regarding personal and academic issues and assisting with conflict mediation, program implementation, and policy enforcement. Questions or concerns from students should be addressed initially to the RA.

**HOUSE MANAGERS (HMs)** | A student house manager is present in each of the program houses and plays a similar role to that of the RA. HMs assist with administrative duties and are trained to serve as resource and referral persons, help mediate conflicts between house members, and ensure that the members of the house work collaboratively on programming related to the house mission.

**COMMUNITY ADVISORS (CAs)** | Community advisors are members of the junior or senior class who are responsible for meeting the needs of the students who live in the wood-frame houses and apartments. CAs play an important role in establishing a community environment that is conducive to maximum academic, personal, and social development of their residents.

**HEAD RESIDENTS (HRs)** | Head residents are experienced student residential staff members who are specifically trained to deal effectively with issues of student life and residential living. Each HR works closely with an area coordinator to assist in the management of an assigned residential area.

**AREA COORDINATORS** | These professional staff members have responsibility for supervision of the entire residential student staff and for specific areas such as development of staff selection and training programs, leadership development initiatives, and program housing. Students who have issues that are not resolved after seeking assistance from the residential student staff should contact these professional staff members. There are five area coordinators, all of whom can be reached at 860-685-3550.

**ASSISTANT DIRECTOR** | The assistant director of residential life is responsible for managing the room selection and assignments processes, as well as for overseeing all technological initiatives. The assistant director is also responsible for graduate student housing.

**ASSOCIATE DIRECTOR** | The associate director of residential life is responsible for ensuring that all students residing in university housing benefit from the programs and services offered by the residential life program. The associate director supervises the area coordinators and collaborates with other staff members to develop services for residents.

**DIRECTOR** | The director of residential life is responsible for supervising and coordinating all aspects of the residential life program to ensure an appropriate residential experience that is consistent with the university mission and goals. The director works with personnel from other university offices to respond efficiently to the needs of the residence population.

## **HOUSING OPTIONS**

The Wesleyan residential experience is typically a progression from residence hall living in a student's first year toward increasingly more independent living options. Wesleyan offers a variety of housing options to undergraduates through their four years in residence. All first-year students live in residences close to the center of campus; these include 200 Church Street, the Butterfields, Clark Hall, Bennet Hall, 156 High, and Foss Hill (West College and Nicolson). Most first-year students will share a room with one other student. Some will live in triples or single occupancy rooms. Non-first-year students can choose from a wide array of housing options including program houses, apartments, and wood-frame houses, depending on their class year standing.

Housing options include the following residential units (pictures and more details are available at wesleyan.edu/reslife):

**RESIDENCE HALLS** | Traditional corridor-style residence halls have single and double occupancy rooms, shared bathrooms, and lounges, including the Butterfields, Clark Hall, Bennet Hall, and Foss Hill. Smaller residential units include 156 High and 200 Church Street.

Within the residence halls, students have several lifestyle and theme options. Lifestyle options include the Quiet floor and the Substance Free floors in the Butterfields and the Single Sex floors in Nicolson. Theme floor options for first-year students include the Writer's Block in 156 High, and the Living and Learning seminars option. Students who register for one of these seminars will be housed in the same building as their classmates, which facilitates group assignments and promotes discussions outside the classroom.

**PROGRAM HOUSES** | These houses consist of brick and frame structures with shared kitchens, lounges and bathrooms, and single and double occupancy rooms. The programs range in size from seven to 28 students. Each house has its own mission that the residents work to support. Program houses are available to upperclass students through the room selection process.

**APARTMENTS** | Apartments include 1 Vine Street, 65 Pearl Street, 240 Court Street, Fauver Apartments, and High Rise and Low Rise. Apartments range in size from one-person to five-person units. Each apartment has a bathroom, a kitchen, and a living room. Students are responsible for their own housekeeping.

**WOOD-FRAME HOUSES** | Located within the residential neighborhood surrounding the campus, these houses accommodate two to six students. Houses typically fill during senior housing selection. Students are responsible for their own housekeeping.

**OCCUPANCY DATES** | Student residences open just prior to the first day of classes each semester and remain open through fall and spring breaks. They close for the semester break the day after finals end.

## **GENERAL INFORMATION**

**THE ROOM SELECTION PROCESS** | The University assigns rooms to all new students. Continuing and returning students participate in Housing Selection, which consists of several components: community-based living, program housing, and room selection. Students may enter the room selection process as groups or individuals. Within their class year, students receive a random ranking that determines the order in which they select their housing. Each spring, the Office of Residential Life updates the room selection information, which can be found at wesleyan.edu/reslife.

**ROOM ASSIGNMENTS/VACANCIES** | In the case of vacancies, the University reserves the right to assign roommates, consolidate vacancies within the same unit, and make assignments to fill vacancies. Students may request a new roommate if they make such a request in advance of an anticipated vacancy or before the Office of Residential Life confirms a different assignment.

**ROOM CHANGES** | Students may request room changes during specific times of the academic year. There is a twoweek freeze on room changes at the beginning of each semester to allow time to verify occupancy. Unauthorized room changes will result in an administrative charge and/or judicial referral for each person involved. If the move is unauthorized, the Office of Residential Life may require students to return to their original assignments.

**FURNISHINGS** | The University provides each room with a bed, mattress (extra long twin in residence halls and program houses—check the website regarding other locations), dresser, closet, desk, chair, and bookshelf, as well as shades or blinds. Trash receptacles are not provided in student rooms. All university furniture must remain in the room throughout the year. Students may bring additional personal furnishings, provided they conform to fire codes and that they take all personal items with them at the end of the year. For more information, see <u>wesleyan.edu/reslife</u>.

**COOKING FACILITIES** | All residence halls have cooking facilities. Use of kitchen appliances is prohibited in student rooms with the exception of a microwave and coffee pot with an automatic shut-off.

**STUDENT DAMAGE** | Students are responsible for university property in their rooms. The University will make a reasonable effort to determine individual responsibility for damage to common areas; that failing, it will charge all residents in the affected unit for repairs or replacement.

**INSURANCE** | Since Wesleyan cannot assume responsibility for loss or damage of residents' personal property caused by mechanical mishaps, theft, fire, wind, flood, or other catastrophes, the University advises students to maintain their own insurance for personal possessions. Parents should check the terms and conditions of their homeowners' policies to determine if losses of family members' possessions at school are covered. If not, there are several insurance companies that offer inexpensive policies that cover student belongings, such as National Student Services Inc. (<u>nssi.com</u>)

**CHARGES** | The residential comprehensive fee, which includes room and board, is based on student class year standing.

# DINING SERVICES

## WESLEYAN DINING BY BON APPÉTIT | wesleyan.edu/dining | dining@wesleyan.edu

The following is a brief summary of the dining venues and the meal plans available for 2017–2018. Meal plan costs are billed to student accounts. If you have any questions about Wesleyan dining, please visit wesleyan. edu/dining or send an e-mail to dining@wesleyan.edu.

#### A PARTNERSHIP FOR CAMPUS DINING SERVICE

Wesleyan University Dining Services is managed by Bon Appétit, an onsite custom restaurant company that provides café and catering services to corporations, colleges and universities, and specialty venues. Bon Appétit is known for its culinary expertise, commitment to socially responsible food sourcing and business practices, and strong partnerships with respected conservation organizations. The campus community is proud to partner with a company that shares its values and is equally proud of the level of culinary expertise and commitment to social responsibility it brings to the campus dining program. Bon Appétit at Wesleyan is a participant in the nationwide Food Allergy Research & Education (FARE) program, providing students with food allergies a safer college dining experience.

### **DINING VENUES**

**THE USDAN MARKETPLACE** | This dining facility offers an innovative approach to menu selection and food preparation. A few of the culinary platforms that define this venue are the vegan/vegetarian station, kosher, classic comfort foods, artisan pizza and pasta, Halal proteins, and traditional favorites such as the deli, the grill, and more.

**THE USDAN CAFÉ** | This à la carte café features a variety of freshly brewed coffee and espresso drinks, sushi, a large array of freshly prepared, pre-packaged sandwiches and salads, and more.

**SUMMERFIELDS** | The intimate dining space in the Butterfield residences offers lunch and dinner with a variety of grilled sandwiches, wraps, burgers, and daily specials, as well as several salads and desserts.

**PI CAFE** | Located in the Exley Science Center, Pi Café features fresh-brewed coffee and espresso drinks, a large array of freshly prepared, pre-packaged sandwiches, salads, and snacks, and an enticing bakery selection.

**WESHOP ESSENTIALS** | This mini-market adjacent to West College provides a large inventory of premier national, regional, and local brands; ready-to-eat and ready-to-heat organic and kosher selections; and bulk-food items such as nuts, grains, legumes, coffees, rice, flour, and more.

**ADDITIONAL OPTIONS** | Students also have the option to use their meal plan points at the Red and Black Café, WesWings, as well as the campus eating club, The Star and Crescent.

### 2017-2018 MEAL PLANS

First-year students are required to choose from one of four plans (the 135, 165, 210, and 285). The cost of the base meal plans is included in the Residential Comprehensive Fee. Students who opt up to the Block 285 plan or who add points to their plans will have these additional charges billed to their student accounts. Sophomores have an additional block available to them (105). Juniors and seniors may select a 50 block plan exclusively geared toward them, any of the presented plans, or the all declining balance points plan. Within each block plan, students have the option to use up to seven meals as guest meals. Guest meals may be used for the student or for a guest at any point in the semester. All Block meal plans also include some points. Point values are currently being recalculated. Full description of all meal plans will be available at wesleyan.edu/wescard/mealplan beginning July 1.

Parents trying to help their student pick the best plan should recognize that students rarely eat three meals a day. The vast majority average two meals a day with snack-size meals in between. Student have a meal plan change period that corresponds with the Drop/Add Period for classes within the first two weeks of each semester to make changes to the plan they selected in case they realize what they chose is not working out. Your students should watch for all deadlines on their portfolio page. In addition, whatever plan they select for fall semester will automatically be the same plan for spring semester unless they go into their portfolio and select a different plan. Waivers and deadline extensions will not be granted in cases of missed deadlines.

## **IMPORTANT 2017–2018 MEAL PLAN INFORMATION**

Students must present their Wesleyan ID at each meal. Meal plans and point plans are for the sole use of the purchaser and are not transferable. Meals not used during the fall semester do not transfer to the spring semester—**please encourage your student to use meals before points so that they take full advantage of their selected program**. Points on all plans are transferable from fall to spring semester; points remaining at the end of the spring semester are not refundable. Both the Usdan Marketplace and Summerfields participate in the "eco-to-go" program for some meals.

During fall break, Thanksgiving recess, semester intersession, and March break, dining locations are closed.

**MEAL PLAN EXEMPTIONS** | In order to maintain the scope of the current dining program, all undergraduate students are required to participate in the dining program. In rare circumstances, exemptions from mandatory participation or modification of plan requirements are appropriate. Petitions must be made to the director of the Usdan Center. The following guidelines have been developed in order to respond to requests for exemptions and/ or changes:

- The student is a nontraditional undergraduate. Specifically, the student is 25 years of age or older and resides with his/ her family (spouse/partner and dependent children, if any).
- The student has a medical condition that requires dietary restrictions that cannot be accommodated by the dining
  program. Students requesting exemptions or changes to the meal plan for medical reasons must meet with a physician
  at University Health Services to review their medical condition. The medical director will consult with the students'
  personal physicians and Wesleyan's nutritionist (if appropriate) and then forward a recommendation to the director
  of the Usdan Center.
- The student has obtained "off campus" status (exemption from the residency requirement) and commutes to the University from the residence of a parent/guardian.
- The student has special nonmedical dietary needs that cannot be accommodated within the context of the dining program.

Students requesting exemptions or changes to the meal plan for dietary reasons must meet with the Dining Services director or designee to review their dietary needs. The director will forward a recommendation to the director of the Usdan Center.

# STUDENT LIFE

## STUDENT AFFAIRS/DEANS' OFFICE | wesleyan.edu/studentaffairs

Wesleyan is a dynamic learning environment that challenges students to develop the intellectual, creative, and leadership skills necessary for a life of learning and active citizenship in a rapidly changing global community. Student Affairs is responsible for developing, organizing, and integrating academic and nonacademic resources in support of this mission. Student Affairs oversees the entire network of services for students, including the class deans, the dean of students, judicial affairs, international student services, the Usdan Center, student activities, the New Student Orientation, University Health Services, Counseling and Psychological Services, the Office of Religious and Spiritual Life, Public Safety, and Residential Life.

## VICE PRESIDENT FOR STUDENT AFFAIRS | wesleyan.edu/studentaffairs/about/adminstaff.html

The vice president for student affairs is responsible for the supervision, coordination, and integration of resources, services, programs, and personnel that support student learning and development. The vice president is a member of the University's senior staff and is co-chair of the Student Life Committee.

#### DEANS' OFFICE/CLASS DEANS | wesleyan.edu/studentaffairs/about/classdeans.html

Every student has a class dean who will work with the student for four years, from entry to graduation. While class deans have many responsibilities, their primary duty is to support students in their education. Class deans serve as sources of information about services and opportunities available to students. They also are sources of information about the requirements for graduation and other university policies and procedures. Class deans monitor each student's academic progress toward fulfilling the requirements for graduation. Students who are on academic probation are required to meet with their class deans to discuss the steps they are taking to return to good academic standing.

Many Wesleyan students meet regularly with their class deans to discuss academic, social, and personal challenges. Such conversations might include how to develop effective study and time management skills, how to deal with homesickness, or how to achieve personal goals. Some students consult with their class deans about how to improve their academic standing or how to take advantage of the many opportunities and resources at the University as well as in Middletown and the surrounding area.

#### Student Affairs/Deans' Office

VICE PRESIDENT FOR STUDENT AFFAIRS MICHAEL WHALEY 860-685-2772 mwhaley@wesleyan.edu North College, Room 220

DEAN FOR THE CLASS OF 2021 LOUISE S. BROWN 860-685-2758 Isbrown@wesleyan.edu North College, Room 202

DEAN FOR THE CLASS OF 2020 DAVID PHILLIPS 860-685-2765 dphillips@wesleyan.edu North College, Room 217

DEAN FOR THE CLASS OF 2019 JENNIFER WOOD 860-685-2758 jwood@wesleyan.edu North College, Room 203

DEAN FOR THE CLASS OF 2018 **RENEE N. JOHNSON-THORNTON** 860-685-2764 rjohnson01@wesleyan.edu North College, Room 217

> DEAN OF STUDENTS RICHARD CULLITON 860-685-2627 rculliton@wesleyan.edu North College, Room 107

#### Accessibility Services

ASSOCIATE DEAN FOR STUDENT ACADEMIC RESOURCES LAURA PATEY 860-685-5581 Ipatey@wesleyan.edu North College, Room 021

#### **Student Academic Resources**

ASSOCIATE DEAN FOR STUDENT ACADEMIC RESOURCES LAURA PATEY 860-685-5581 Ipatey@wesleyan.edu North College, Room 021

#### DEAN OF STUDENTS | wesleyan.edu/studentaffairs/about/deanofstudents.html

The dean of students has primary responsibility for student and residential life matters, the Usdan University Center, student activities and leadership development, Student Judicial Board matters, university chaplains, health services, and behavioral health services. The class deans and the dean of students, aided by specialized counseling personnel, represent a ready resource for guidance in any area related to a student's membership in the Wesleyan community.

### STUDENT HANDBOOK | wesleyan.edu/studentaffairs/studenthandbook

The *Student Handbook* provides comprehensive information about the University's resources, policies, and procedures. Topics include the Honor Code and Code of Non-Academic Conduct, academic regulations, and the mechanisms of student governance through the Wesleyan Student Assembly (see separate section for WSA, page 21). This information is provided online and is a valuable source of information for parents, as well. During Orientation, students receive a brochure highlighting some of the most important items in the handbook. We ask that you encourage your student to read the handbook and to address questions or concerns to the class dean or faculty advisor.

#### ACCESSIBILITY SERVICES | wesleyan.edu/studentaffairs/disabilities

Wesleyan University is committed to supporting all students in their academic and co-curricular endeavors. Student Affairs provides a range of support services, including support for students with disabilities. Section 504 of the Rehabilitation Act of 1973 states that, "no otherwise qualified individual with a disability in the United States... shall solely by reason of his handicap, be excluded from participating in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." The Americans with Disabilities Act (ADA) extends some of these provisions. Although Wesleyan does not offer academic programs specifically designed for individuals with disabilities, the University does provide services and reasonable accommodations to all students who are eligible for such accommodations. Students with documented disabilities are strongly encouraged to contact Dean Laura Patey as soon as possible after making the decision to attend Wesleyan. Students can have a confidential conversation about individual needs, the services at Wesleyan, and the differences between high school and college. Transitioning to university life—a new and less structured environment that may present unfamiliar or unforeseen challenges—can be smoother with the appropriate reasonable accommodations and support in place.

#### STUDENT ACADEMIC RESOURCES | wesleyan.edu/sar

Student Academic Resources (SAR) coordinates programs for intellectual enrichment and academic support. The goals are to foster a community culture that recognizes the relationship between intellectual growth and personal development, to ensure that students know about and are encouraged to seek out appropriate services, and to share information among programs and constituents to ensure the provision of high-quality and accessible services that facilitate academic achievement for all students.

#### ACADEMIC PEER ADVISORS | wesleyan.edu/studentaffairs/resources/peeradvisors

The Academic Peer Advising Program provides students with a well-informed resource about the curriculum and course registration, as well as academic resource referrals, beginning with New Student Orientation and continuing throughout the year. Academic peer advisors play a key supportive role and with other important advising resources (e.g., registration materials sent in the summer, the online advisee guidelines, residence hall meetings), assist new students in preparing for their individual meetings with their faculty advisors. Beyond New Student Orientation, academic peer advisors maintain a regular presence in the residence halls and online throughout the academic year. They provide individual peer advice and meet one on one with students to assist in the development of metacognitive learning strategies related to time management, study skills, and exam preparation. They are on hand to assist students with major declaration questions and registration questions in November and April, and are available to answer specific student needs and provide referrals related to academic support services.

## OFFICE OF STUDY ABROAD | wesleyan.edu/studyabroad

Wesleyan considers study abroad an essential part of the liberal arts education for students majoring in any subject. The Office of Study Abroad, part of the Fries Center for Global Studies, oversees all aspects of study abroad (and study at a handful of domestic programs), including advising, program selection, application, financial aid and payment procedures, credit transfer, pre-departure orientation, and re-entry. During the office's daily advising hours (Monday, Wednesday, Friday, 10 a.m.–noon; Tuesday, Thursday, 2–4 p.m.), students can attend group advising, ask questions, or meet one on one with a study abroad advisor. The office website provides a timeline and instructions for application, as well as a host of information about programs, deadlines, safety, and resources on preparation for study abroad, as well as a parents' guide.





## WESLEYAN UNIVERSITY LIBRARY | wesleyan.edu/library

Wesleyan University Library is one of the finest small academic libraries in the United States with approximately 1.9 million print and electronic resources, including books, journals, images, statistical data, video and sound recordings, and government documents. The extent and variety of the library collections provide strong support for the educational mission of the University.

The Library consists of Olin Memorial Library and the Science Library (or SciLi) in the Exley Science Center. Olin Library is the main campus library and also houses specialized collections in Scores and Recordings, the World Music Archives, and Special Collections & Archives (used extensively by students). Most collections in Olin and the Science Library are in open stacks, providing students with unmediated access to the books and journals they need. Extensive collections of electronic resources are available to students whether they are on- or off-campus.

There are a variety of group and individual study spaces in the library with wireless access including newly renovated spaces on the second floor of Olin. The Campbell Reference Center also offers students collaborative and single study spaces, with nearby research and technology assistance.

Wesleyan University Library takes pride in the quality of the instructional and research support that it offers to all members of the Wesleyan community. We believe strongly that information literacy—the ability to navigate effectively in the ever-growing information universe—is a skill that will serve the student well for a lifetime. Research librarians assist all library users to locate materials for their research and assignments, whether or not those materials are held at Wesleyan. Assistance is available in the library, online (e-mail, text, and chat), and by phone. Librarians conduct classes on how to find and use information, and meet with individual students for in-depth research assistance.

Wesleyan is a member of the CTW Consortium with Connecticut College and Trinity College. CTW shares library materials within the consortium via a daily delivery service and makes accessible a growing number of shared electronic resources. The library's interlibrary loan service provides materials not held at Wesleyan or within CTW.

Additional information about library collections, hours, and services is available at the Library website.

## BOOKSTORE | wesleyan.edu/rjjuliabookstore

The new Wesleyan R. J. Julia Bookstore, at 413 Main Street in Middletown, features the best in new, critically acclaimed, and classic titles, as well as student textbooks, a wide selection of books by Wesleyan alumni, faculty, and Wesleyan University Press authors, and a well-stocked children's section. The store also carries an assortment of school supplies and stationery, Wesleyan-imprinted clothing, and unique gift items and greeting cards. Operated by R. J. Julia Booksellers, a nationally known award-winning independent bookstore in Madison, Connecticut, the store hosts more than 100 literary events each year.

Grown, the Wesleyan R. J. Julia Bookstore café, features organic farm-to-fork breakfast, lunch, and dinner selections, as well as baked goods and coffee, fresh pressed juices and smoothies, meals to go, and more.

Students may charge bookstore purchases to their student accounts or use the Middletown Cash portion of their WesCard (wesleyan.edu/wescard). Grown accepts the Middletown Cash portion of the WesCard for food purchases.

## INFORMATION TECHNOLOGY SERVICES | its@wesleyan.edu | wesleyan.edu/its

Information Technology Services supports a wide range of communication and computing services and facilities for the Wesleyan community. Visit the website for more information or e-mail us with any questions you might have.

#### **CARDINAL TECHNOLOGIES**

A service-oriented division of Information Technology Services, comprised of three separate groups aimed at providing our students, faculty, staff, and the greater Wesleyan community with full technology support.

#### **CARDINAL TECH WESLEYAN CAMPUS STORE**

Cardinal Tech is Wesleyan's campus store conveniently and centrally located in the Usdan University Center. As an Apple authorized campus store, we sell computers and other technology peripherals to students, faculty, and staff. In addition to technology, Cardinal Tech offers Wesleyan apparel and gifts, and school supplies.

Students will receive our back to school catalog during the summer, which will include the best pricing and deals as well as information about ordering. However, students can place their computer orders at any time using our online store. Visit our website <u>cardinaltech.wesleyan.edu</u> for current configurations and prices, or call our store to speak with a sales associate: 860-685-4400.

- We sell the latest configurations of both Apple and Windows computers at low education pricing to save you money.
- We offer the same back-to-school promotions as your local Apple Store.
- We offer Safeware's accidental damage and theft coverage warranty.
- All purchases made at our store directly support funding for new technology on campus.
- We have a wide variety of school supplies and Wesleyan-branded apparel, making us a one-stop shop for students.

#### SAFEWARE AND THE CAMPUS PACK

Safeware covers your computer for up to four years and protects against accidental damage (drops, liquid spills, cracked screens), as well as hardware failures and manufacturer defects. With no deductible on damage or failure, the original purchase price of your device will be covered. Safeware also covers an extendable six months of theft protection (which, if utilized, is susceptible to a deductible). Students who use Safeware at Wesleyan typically save between \$400 and \$800 over the course of their computer's lifespan. For more information about Safeware, visit our website or call a sales associate at 860-685-4400.

#### **CARDINAL PRINT AND COPY**

Cardinal Print and Copy offers convenient and affordable printing options to the Wesleyan community. If you are planning a student event, please consider printing your flyers, posters, postcards, programs, and other promotional materials with Cardinal Print and Copy, which is conveniently located in room 116 in Exley Science Center. For more information, go to wesleyan.edu/its/services/printing/shop.html or call 860-685-2132.

#### **CARDINAL SERVICE CENTER**

Located right behind the Cardinal Print and Copy in room 116 of Exley Science Center, the Cardinal Service Center (CSC, 860-685-2700) can handle all of your computer repair needs. The CSC provides diagnostic services and repair with fast turnaround times while offering competitive pricing on both parts and labor. As a fully authorized Apple Repair Center, the CSC can provide in- and out-of-warranty repairs on any Apple computer. Servicing all makes and models of PC computers makes the CSC the most convenient option for any of your repair needs. For more information, go to wesleyan.edu/its/services/desktop/service.html.

## GORDON CAREER CENTER

wesleyan.edu/careercenter 860-685-2180 | careercenter@wesleyan.edu

The Gordon Career Center is a space for career development and exploration located in the heart of campus in a state-of-the-art facility, demonstrating the University's commitment to the career success of its graduates. The Gordon Career Center offers students the chance to explore their interests through self-assessment and values identification, to access internship and full-time job opportunities, to consider graduate and professional school, and to develop the skills necessary for a lifetime of career success. First-year students are encouraged to visit the Career Center as early as Orientation. They generally meet first with highly trained undergraduate Peer Career Advisors to learn about the office, become familiar with the online recruiting system, and begin to build a resume. They will also be shown how to access Wesleyan's extensive alumni network via Wesconnect, our online community, as well as LinkedIn alumni groups. Throughout their time at Wesleyan, students are invited to use the Career Center to discuss choosing a major; building a resume, cover letter, and LinkedIn profile; learning job search techniques; and creating experiences that will help them move forward in their future endeavors—including networking and responsible and effective use of social media tools.

#### **GORDON CAREER CENTER SERVICES INCLUDE:**

- · Counseling appointments and mock interviews with a seasoned staff of counselors
- Drop-in meetings with trained, paraprofessional peer career advisors
- Online database of internships and full-time job listings specifically for Wesleyan undergraduates
- A dynamic recruiting program with top employers offering information sessions about their organizations, along with full-time job and internship opportunities
- Resume/cover letter, networking, internship/job hunting, and fellowship "how-to" workshops
- Intensive January programs on determining one's career goals and how to achieve them
- WEShadow, a job shadow program that allows students to witness "a day-in-the-life" of alumni and parents at work
- In-person, video conference, and web-based programming featuring alumni and parents sharing their perspectives on the world of work and graduate school pursuits
- · Networking events aimed at teaching students how to build professional connections
- An array of web-based subscription career resources
- · A popular common area that serves as a resource library and a place to study

## ATHLETICS AND PHYSICAL EDUCATION | wesleyan.edu/athletics | 860-685-2893

In the pursuit of excellence, the Athletic Department strives to be the most innovative and successful athletic program in the prestigious New England Small College Athletic Conference (NESCAC) and a leader at the national level. Wesleyan University pursues excellence in all of its programs, and Athletics is an integral part of the overall educational process.

Wesleyan coaches share the same goal as the entire Wesleyan community: to transform the lives of our students. To achieve this goal, the University is committed to the support of highly trained and dedicated faculty coaches who practice their craft in state-of-the-art facilities. The Wesleyan Athletic Department supports a broad range of intercollegiate

#### WESLEYAN VARSITY SPORTS WITH NAMES OF COACHES — 2017–18

	Men	Women
BASKETBALL	Joe Reilly	Kate Mullen
BASEBALL/SOFTBALL	Mark Woodworth	Jennifer Lane
CREW	Phil Carney	Patrick Tynan
CROSS-COUNTRY	John Crooke	John Crooke
FOOTBALL	Dan DiCenzo	
FIELD HOCKEY		Patti Klecha-Porter
GOLF	Jeff Gilarde (co-ed)	
ICE HOCKEY	Chris Potter	Jodi McKenna
INDOOR TRACK AND FIELD	Walter Curry	Walter Curry
LACROSSE	John Raba	Kim Williams
SOCCER	Geoff Wheeler	Eva Bergsten Meredith
SQUASH	Shona Kerr	Shona Kerr
SWIMMING	Peter Solomon	Peter Solomon
TENNIS	Michael Fried	Michael Fried
<b>OUTDOOR TRACK &amp; FIELD</b>	Walter Curry	Walter Curry
WRESTLING	Drew Black	
VOLLEYBALL		Ben Somera

teams that encourages scholar-athletes to develop their skills and themselves to their full potential and to benefit from the lessons learned from perseverance, competition, sacrifice, and teamwork. The University believes that successful intercollegiate teams serve to build a sense of spirit and community on campus.

In addition, some students prefer to be involved in student organized club sports and/or enjoy the offerings included in the comprehensive intramural program. The Athletic Department also provides a wide array of health and wellness courses and lifetime skill activities that encourage students to develop the habit of leading healthy and balanced lives.

Approximately 700 students participate in one of the 29 varsity sports each year. Wesleyan has been competing on the intercollegiate level for more than 140 years, dating back to the Agalian baseball team of the 1860s. Women began competing in varsity athletics in 1971. Wesleyan, an NCAA Division III college, is a charter member of NESCAC, established in 1971. Current members include Amherst, Bates, Bowdoin, Colby, Connecticut College, Hamilton, Middlebury, Trinity, Tufts, and Williams, along with Wesleyan. NESCAC is considered to be the most competitive NCAA Division III conference in the country. The NESCAC athletics mission includes an emphasis on the integration of athletics and academic programs.

#### **CLUB SPORTS**

Wesleyan sponsors a wide range of club sports with 17 teams registered through the Wesleyan Student Assembly (WSA), including badminton, basketball, boxing, cheerleading, climbing, equestrian, fencing, kendo, martial arts, outing club,

rugby, sailing, soccer, tennis, ultimate Frisbee, volleyball, and water polo. The offering of these activities and the addition of new activities are based on student interest each year.

#### PHYSICAL EDUCATION CLASSES

Wesleyan offers an assortment of activity classes for credit throughout the year. The offerings for the 2017–18 year will include aerobics, fitness, golf, ice skating, rowing, squash, strength training, swimming, technical climbing, tennis, and yoga.

#### **INTRAMURALS**

Wesleyan offers a comprehensive intramural program, promoting organized competition within the Wesleyan community. Nearly 1,000 individuals, including students, faculty, staff, and alumni, take advantage of intramurals. Team sports offered include basketball, broomball, dodgeball, indoor soccer, squash, outdoor soccer, passing league, and softball. Student interest may spawn additional activities to be endorsed by the intramural department.

#### **ATHLETICS INJURY CARE**

Wesleyan employs two sports medicine physicians, as well as four full-time and two part-time certified athletic trainers, to service the athletic community. Students injured in athletics receive care from on-campus physicians and athletic trainers and have timely access to specialists located in the Middletown community. Questions or comments regarding athletic injury insurance should be directed to Joe Fountain, director of athletic injury care, at 860-685-3528.

#### **ATHLETICS FACILITIES**

Wesleyan has 35 acres of practice and game fields including Citrin and Smith synthetic turf fields, the Freeman Athletic Center, the Macomber Boathouse, 16 hard-surfaced tennis courts, a 400-meter outdoor track, the 1,200-seat Silloway Gymnasium, and Rosenbaum Squash Center with eight squash courts for use by the Wesleyan community. The Freeman Athletic Center also includes the Wesleyan Natatorium (50-meter by 25-yard pool), the Spurrier-Snyder Ice Rink, the Bacon Field House (200-meter track and multi-purposed interior for various sports, including indoor tennis), and the 7,500-square-foot Andersen Fitness Center, containing 90 state-of-the-art stations. Locker rooms, team rooms, an equipment room, an athletic injury care facility, and Athletic Department offices are also a part of the athletics facilities complex.

## CENTER FOR THE ARTS (CFA) | wesleyan.edu/cfa

The Center for the Arts is an 11-building complex on the Wesleyan campus that houses the departments of art and art history, dance, music, and theater. Opened in the fall of 1973, the CFA serves as a cultural center for the region, the state, and New England. The CFA includes the Adzenyah Rehearsal Hall, the 400-seat Crowell Concert Hall, the Ezra and Cecile Zilkha Gallery, the 260-seat Ring Family Performing Arts Hall, the 400-seat Theater, the World Music Hall (a non-Western performance space), and classrooms and studios.

The CFA presents a wide variety of performances and exhibitions ranging from student works to world, U.S., New England, and Connecticut premieres of internationally acclaimed visiting artists and ensembles. In 2016–17, the CFA presented nearly 400 performances and events, including concerts by Béla Fleck and Abigail Washburn, Derek Gripper, the Muhal Richard Abrams Quintet, Tempesta di Mare, Elliott Sharp, Pamela Z, Eli Fountain's Percussion Discussion, Harmonia V, the West End String Quartet, and Tony Lombardozzi; dance performances by Camille A. Brown & Dancers, Darrell Jones, Urban Bush Women, and Iddi Saaka and Rachel Boggia; and theater performances and talks by Kaneza Schaal '06, Karin Coonrod and Compagnia de' Colombari, Emily Mann, and Ronald Jenkins.

Tickets for CFA events are available through the University Box Office at the Usdan University Center, Monday through Friday, 10 a.m. to 4:30 p.m. Tickets also can be purchased online at <u>wesleyan.edu/boxoffice</u>. You can join the CFA mailing list and subscribe to the weekly e-mail newsletter by writing to <u>boxoffice@wesleyan.edu</u>, or by calling the Box Office at 860-685-3355. The CFA administrative offices are located at 283 Washington Terrace, on the second floor of the Ezra and Cecile Zilkha Gallery.

## UNIVERSITY CHAPLAINS/SPIRITUAL AND RELIGIOUS LIFE

#### wesleyan.edu/orsl

The chaplains from Wesleyan's Office of Religious and Spiritual Life have been appointed by the University to ensure and promote the spiritual and religious well being of the campus community. We do this by providing leadership, counseling, and programming that promotes holistic student development and by nurturing many diverse and vibrant religious communities at Wesleyan.

We are here to help students:

- · Grow in their own tradition as well learn more about other religious/spiritual paths and faiths
- · Find a safe, non-judgmental, and confidential environment to discuss personal or existential issues or difficulties
- · Learn techniques that promote increased well being and focus through resilience and mindfulness training
- Plan life cycle celebrations or rituals

While each one of us participates in and leads worship and study in her/his own religious traditions on a weekly basis, the chaplains also work together to sponsor several educational, interfaith, and social programs during the year, such as an alternative spring break trip and the "What Matters to Me and Why" dinner and discussion series.

The chaplains are committed to welcoming students of all genders and sexual identities, of all secular and religious traditions, and from all cultural backgrounds. Please feel free to e-mail/call us to schedule a visit, or attend one of our programs. The Office of Religious and Spiritual Life is located at 169 High Street. A lounge is available for group meetings and quiet study.

## THE JEWISH COMMUNITY AT WESLEYAN

wesleyan.edu/orsl/jewish dleipziger@wesleyan.edu

The Jewish community at Wesleyan, like the Wesleyan community, is a diverse group of students from a wide variety of backgrounds. This diversity is reflected in the range of religious, educational, cultural, political, and social activities offered by the various Jewish student organizations and by Rabbi David, the Jewish chaplain. Individuals choose to what extent and in what ways they will be involved in Jewish life, and those who do participate are under no pressure to conform to any particular style of Jewish expression. The input and creativity of all members of the community are always welcomed by the various Jewish student organizations.

If your student would be interested in looking for a cozy community to develop new friendships, enjoy homecooked food, do social justice/Tikkun Olam, or simply sing and dance, encourage them to check out the Wesleyan Jewish community.

### SUZANNE LEMBERG USDAN UNIVERSITY CENTER | wesleyan.edu/usdan

The Suzanne Lemberg Usdan University Center at Wesleyan University is a focal point of activity for the campus community. It provides a comfortable gathering place for students, staff, faculty, alumni, and visitors and plays a significant role in enhancing the sense of community on campus. The center is the central programming space for the campus. Programs in Usdan foster intellectual exchange among students, faculty, staff and alumni; the facility hosts major campus social and cultural events. Usdan is the primary formal and informal meeting space for campus activities and for interaction between all members of the university community. Usdan is also the major space for on-campus dining.

#### DEPARTMENTS AND SERVICES LOCATED WITHIN THE USDAN UNIVERSITY CENTER

- **CARDINAL TECH** | wesleyan.edu/store | 860-685-3907 | store@wesleyan.edu The Cardinal Tech Wesleyan Campus Store sells computers, laptops, iPods, accessories, and basic college gear to the Wesleyan community (see page 14).
- WESLEYAN EVENTS AND CONFERENCES | wesleyan.edu/eventsandconferences | 860-685-2280 | events@wesleyan.edu Wesleyan Events and Conferences, located on the first floor, schedules most campus spaces and organizes logistical support for events. This office oversees support services for events including technology, custodial, furniture rental, delivery, and room setup. The office is also responsible for contracting all summer professional conferences and summer camps.
- **STUDENT ACTIVITIES AND LEADERSHIP DEVELOPMENT** | wesleyan.edu/sald | 860-685-2460 | stuact@wesleyan.edu Student Activities and Leadership Development, located on the first floor, provides support to all student organizations in planning events on campus. The staff also assists students in their development and in working through issues faced in organizations, and provides several leadership opportunities for students (see below).
- UNIVERSITY BOX OFFICE | wesleyan.edu/boxoffice | 860-685-3355 | boxoffice@wesleyan.edu
  Tickets for all Center for the Arts events and some other events on campus are available from the University Box Office on the first floor. Online ticketing is also available. Students may order tickets online, 24-hours a day, using our Internet ticketing system, powered by <u>tickets.com</u> (see Center for the Arts on page 17). Tickets may also be purchased for shuttle bus service to and from Bradley Airport as well as to New Haven and Grand Central train stations for various breaks.
- USDAN CENTER OPERATIONS | wesleyan.edu/usdan/contact.html | 860-685-3566
  Operations is responsible for all facilities management of the Usdan University Center Faverweille

Operations is responsible for all facilities management of the Usdan University Center, Fayerweather Building, and Memorial Chapel.

• WESLEYAN DINING BY BON APPÉTIT | wesleyan.edu/dining | 860-685-FOOD | dining\_comments@wesleyan.edu Wesleyan Dining, whose offices are located on the lower level, is the preferred caterer for all events happening at Wesleyan. They can provide a large variety of options for both campus constituents and community members using university spaces (see page 9).

#### Mailing Address

STUDENT'S FULL NAME AND BOX # Wesleyan University Mail Services 45 Wyllys Avenue Middletown, CT 06459

#### WESLEYAN STATION wesleyan.edu/wesstation 860-685-3900

Wesleyan Station, the university post office, is located on the lower level. Here the Wesleyan community can buy stamps, send and receive letters and parcels, and utilize services offered such as Certified Mail, Insured Mail, and Express Mail. Wesleyan Station also is an authorized FedEx agent and provides all applicable services. This site receives incoming USPS mail for the entire University and all student mail. \*\* To send mail or care packages to students, use the address (left) and note the student's full name and box number.

\*\*Please note that when using USPS, packages and mail are first delivered to the Middletown Post Office; Wesleyan Station employees must pick up mail and then re-sort it back on campus for delivery, sometimes adding two or three days to projected delivery. A tracked item will show as delivered, but that does not mean it has been delivered to the campus, only to the local post office. Please factor this into your plans when deciding on a mailing agency.

WESLEYAN STUDENT ASSEMBLY wsa.wesleyan.edu
 860-685-2410 wsa@wesleyan.edu

The Wesleyan Student Assembly, located on the first floor, is responsible for recognizing and funding more than 200 student organizations and serves as the voice for students on campus in important policy and decision-making (see page 19).

## STUDENT ACTIVITIES AND LEADERSHIP DEVELOPMENT

wesleyan.edu/sald 860-685-2413

A Wesleyan University education goes beyond the classroom experience. The education of the whole student is achieved through involvement in political, social, and cultural organizations that encourage individual creativity and develop skills that maximize the student's potential. The Office of Student Activities and Leadership Development (SALD) is committed to supporting students in their own development and to help them learn from the many experiences in which they'll be involved outside of classes. The SALD staff provides support and guidance in the following ways:

- · Advising student organizations in the planning of social and educational events
- Promoting events that recognize and celebrate the diverse identities present within the student body
- Encouraging students to develop leadership skills that will aid in their success both during and beyond their time at Wesleyan

Wesleyan is a vibrant community. If your student is interested in getting involved, encourage them to stop by the SALD Office in the Usdan University Center. For a complete list of student organizations, visit the Wesleyan Student Assembly website at <u>wsa.wesleyan.edu</u>.

## THE ALLBRITTON CENTER | wesleyan.edu/allbritton | 860-685-3145

The Allbritton Center is the hub of civic engagement at Wesleyan University, a place to study public life, actively partner with the local and regional community, and gain practical skills for social impact.

#### ALLBRITTON CENTER FOR THE STUDY OF PUBLIC LIFE

The Allbritton Center for the Study of Public Life aspires to be the leading regional center for engaging academics, nonacademic practitioners, and the general public in mutual partnerships with the goal of supporting state-of-the-art scholarship, high-impact teaching practices, rigorous debate, and broad dissemination of works pertaining to public life. Through its Right Now! series of lectures and events, sponsorship of nonacademic experts as visiting professors, and support of activities concerned with public life, the Allbritton Center seeks to widen the scope of debate and engender greater collaboration between academics and the community at large.

#### PATRICELLI CENTER FOR SOCIAL ENTREPRENEURSHIP

The Patricelli Center for Social Entrepreneurship supports and trains student entrepreneurs, intrapreneurs, and changemakers. Through courses, specialized mentoring and networking services, grants, and incubator workspace on campus, the Center seeks to cultivate and expand the Wesleyan traditions of social justice, activism, and innovation.

#### SERVICE LEARNING

Service learning integrates experiences outside the classroom with an academic curriculum taught within the classroom. As one form of experiential education, it seeks to broaden students' understanding of course content as they work with community partner organizations, engaging in activities that are of benefit to the community. The Allbritton Center offers grants and other resources to assist faculty in the development of service-learning courses. Please see the Service-Learning Course Cluster on WesMaps for a list of service-learning courses.

#### JEWETT CENTER FOR COMMUNITY PARTNERSHIPS

The Jewett Center for Community Partnerships encompasses four offices that work to build and sustain collaborative initiatives between Wesleyan and the greater community. The center strives to create mutually beneficial partnerships that enrich both the individual and the community and that are rooted in shared responsibility and respect.

#### OFFICE OF COMMUNITY SERVICE AND VOLUNTEERISM

Supports 20 student-run social action programs and connects students with partnership-based volunteer opportunities and meaningful work-study placements on and off campus.

#### **GREEN STREET TEACHING AND LEARNING CENTER**

Offers engaging educational programs for children and high-quality, innovative professional development opportunities for K-12 teachers who may explore art, math, and science.

#### **CENTER FOR PRISON EDUCATION**

Brings the transformative power of the liberal arts into Connecticut's prisons, offering incarcerated individuals Wesleyan and Middlesex Community College courses, which lead to an Associate's degree. Main campus students act as writing tutors and teaching assistants.

#### WESU 88.1 FM

Broadcasts a mix of public affairs and free-form music programming throughout the Connecticut River Valley and on the Internet. The WESU 88.1 FM board consists of Wesleyan students and community members.

## WESLEYAN STUDENT ASSEMBLY (WSA) | wsa.wesleyan.edu | 860-685-2410 | wsa@wesleyan.edu

The WSA is the legislative and deliberative body of the Wesleyan student population. The WSA has 37 members and nine standing committees. The WSA responsibilities include allocating the student activities budget to the more than 300 student groups, meeting regularly with Wesleyan's president, serving on the standing committees of the Board of Trustees, affecting academic and nonacademic policy, and improving Wesleyan–Middletown relations. The WSA provides a support system for student groups, including meeting rooms and offices, computers, copying, faxing, and long-distance telephone access, as well as financial management services. The WSA administrative office is located in the Usdan University Center and the student offices are located at 190 High Street.

# STUDENT HEALTH SERVICES

## DAVISON HEALTH CENTER | wesleyan.edu/healthservices

The Davison Health Center, staffed by physicians, a nurse practitioner, a physician associate, and nursing personnel, provides comprehensive primary-care services for illness or injury to Wesleyan students. In addition, health promotion, wellness, and health education are emphasized. The staff provides an array of clinical and health education services, including assessment and treatment of illnesses and injuries, health, wellness and disease prevention counseling, physical examinations, sexual health and wellness services, nutritional counseling, international travel consultation, immunizations, allergy injections, HIV testing and counseling, and referral to outside specialists. The Health Center provides basic laboratory testing and a dispensary for many prescription and over-the-counter medications. The Davison Health Center is open six days a week during the academic year, when classes are in session. Limited services are provided over breaks and summer. An on-call physician is available when the Health Center is closed during the academic year. Students are requested to make appointments; walk-in visits are available for urgent care (e.g., bleeding or difficulty breathing). In compliance with Connecticut State Health Law, the University will not permit first-year students to register until they have submitted a completed health history, including a physical examination report and immunization form, due July 1. Full-time graduate students also are eligible for student health services.

#### COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS) | 860-685-2910 | wesleyan.edu/caps

CAPS provides individual and group therapy, outreach, education, and consultation to Wesleyan undergraduate and graduate students, parents, faculty, and staff. Students who utilize our services may discuss any worries, distressing feelings, or difficult situations they are currently experiencing. All information provided to us in therapy is kept private, except in cases of imminent risk of harm.

We encourage students to call us to make an initial appointment. We have limited daily crisis hours for urgent situations. For emergencies occurring after regular business hours, students can call 860-685-2910 to reach the on-call therapist. All counseling services are free to Wesleyan undergraduate and graduate students.

#### WESWELL, THE OFFICE OF HEALTH EDUCATION | 860-685-2466 | wesleyan.edu/weswell

WesWell offers health promotion and education that empowers students to take active responsibility for their health in support of their academic success. Staffed by a professional health educator and student peer health advocates, WesWell implements educational activities that speak directly to the needs of Wesleyan students. These include, but are not limited to, alcohol, tobacco and other drugs, body image, sexual health, sexual violence, sleep hygiene, and stress management.

#### WESWELL ALSO OFFERS:

- · Workshops and awareness events presented by the professional and student staff of WesWell
- · Individual health education sessions by appointment for alcohol, sleep hygiene, and stress management
- A resource room with pamphlets, literature, and an in-house library, with a searchable database on our website
- · Free nonprescription safer sex supplies such as condoms, oral dams, and gloves

## STUDENT HEALTH INSURANCE REQUIREMENTS

The University requires that all students be covered by adequate health insurance while enrolled and provide proof of coverage by completing an online waiver form annually. If a student does not have other private insurance, he or she must enroll in the university-sponsored plan provided by Gallagher Student Health and Special Risk. More information is sent to students at their home address in mid-June. Any students who fail to provide information about the insurance coverage by the August 15 deadline will be enrolled in the university-sponsored plan and the annual plan fees will be applied to their student account in late September. Wesleyan University will offer low-cost student loans to most students who need assistance covering the cost of the health insurance policy. Grant aid assistance will be limited. Please review your financial aid award letter for your specific eligibility. The cost of the annual plan for 2017–18 will be approximately \$1,963.

Waiver and enrollment forms must be completed online at gallagherstudent.com/wesleyan.

The limits of each portion of the insurance plan are described in the brochure, which is available at gallagherstudent.com/wesleyan. Gallagher's phone number is 800-499-5062. Insurance for student spouses and children is also available. If the insured student ceases to be an enrolled student at Wesleyan, insurance coverage will remain in force until the end of the term for which the premium has been paid; notification should be sent to the address noted in the box at left.

Visits to the Health Center are free; however, limited incidental charges for in-house testing will be charged to the student account. Students with private insurance may request a claim statement to file to insurance. Routine laboratory tests sent to Quest will be billed directly from the vendor to private insurance plans. For more information on Wesleyan's Health Services and insurance information, go to wesleyan.edu/healthservices.

**Student Health Insurance** 

PLAN ADMINISTRATOR GALLAGHER STUDENT HEALTH AND SPECIAL RISK 500 VICTORY RD. **OUINCY, MA 02171** 

## SEXUAL VIOLENCE PREVENTION AND RESPONSE AT WESLEYAN UNIVERSITY

wesleyan.edu/healthservices/sexualassault

Wesleyan University is committed to building a community of empowered bystanders, providing multifaceted and ongoing prevention education as well as support to students who have experienced sexual violence, including sexual assault, stalking, and relationship violence.

#### **WE SPEAK, WE STAND**

WE Speak, WE Stand—Wesleyan's bystander intervention campaign—aims to create a campus that is actively engaged in the prevention of sexual violence and advocates for the responsible use of alcohol. The goal of the program is to empower bystanders to intervene in high-risk situations involving alcohol use, sexual assault, and relationship violence. Empowered bystanders create a safer community by standing up and speaking out when they witness situations that could potentially harm the health and safety of others.

In addition to a bystander program, workshops related to consent, sexual violence prevention, supporting survivors, and healthy relationships are offered throughout the academic year.

Wesleyan also provides support groups and retreats for survivors of sexual violence. Support groups allow students to connect with other survivors and learn new ways to cope with the aftermath of their experience. Support groups are offered each semester.

#### SEXUAL ASSAULT RESPONSE TEAM (SART)

SART is composed of Wesleyan faculty and staff who are trained to provide support and assistance to any student who is a survivor of a sexual assault or other form of sexual violence. SART members strive to ensure that survivors have the resources they need, while ensuring their privacy. The supportive function of a SART member includes helping survivors by explaining options for medical care, mental health care, housing, academic concerns, and how to file a report with the University and/or the Middletown Police Department.

#### OFFICE OF RELIGIOUS AND SPIRITUAL LIFE

Chaplains are considered confidential reporters and often refer students to Counseling and Psychological Services (CAPS; see below) or other services. Two of the four chaplains are members of the Sexual Assault Response Team. Some students may be more comfortable talking to a chaplain initially. Some students find that their relationship with their spirituality is impacted after an assault, and the chaplains can help them explore their concerns.

#### COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

CAPS provides free individual and group counseling for survivors of sexual violence. Counseling services are also available to respondents in sexual misconduct cases.

#### WOMEN AND FAMILIES CENTER | womenfamilies.org

Women and Families Center is a local community agency that provides counseling for survivors of sexual assault.

# STUDENT ACCOUNTS

wesleyan.edu/studentaccounts 860-685-3080

#### **ACCOUNT BILLING**

When a student registers for courses at Wesleyan, an open-ended account is established through which Wesleyan will process financial transactions. The student promises to pay the total amount of all charges within 30 days of each billing statement as indicated in Wesleyan's Undergraduate Agreement and Disclosure Statement available on the Student Accounts website. The University prepares electronic statements throughout the year showing the current balance; the electronic billing statements (E-Bills) are sent to the student and to any Authorized Participant set up by the student. Students should designate Authorized Participant status to anyone who should receive the E-Bill from the Student Accounts Office; directions for doing so can be found on the Student Accounts website. If no Authorized Participant is established, only the student will receive the E-Bills.

#### **METHODS OF PAYMENT**

Payment is due within 30 days from the billing date on each of the billing statements. The first bill of the academic year is prepared in July. The University will not allow a student to enroll until the outstanding balance for the semester has been paid or an approved alternative payment plan has been instituted.

Wesleyan expects payment for charges itemized on the student account within 30 days. Any student account balance outstanding after 30 days on each bill is subject to a \$200 late payment penalty. Payment may be made by e-check through the e-billing system, wire transfer, or paper check mailed to Student Accounts, 237 High Street, Middletown, CT 06459. International payments can conveniently be made through Flywire, which allows payment securely from any

#### SUMMARY OF FEES **RATES FOR 2017–2018**

TUITION Full-time students	PER YEAR \$52,174
<b>RESIDENTIAL COMPREHENSIVE FEE</b>	
Freshman and Sophomore Students	\$14,466
Junior and Senior Students	\$16,446
OTHER FEES	
Student Activity Fee	\$300
Matriculation Fee for First-Time Stude	ents \$300
Optional Green Fund Fee*	\$30

\*Students can opt out via the electronic portfolio after the July and December bills are received.

#### **FEES CHARGED** TO THE STUDENT ACCOUNT INCLUDE:

- Tuition
- Residential Comprehensive Fee
- Student Activity Fee supports student-sponsored cultural and recreational activities
- Green Fund Fee optional opt-out fee to support student-run Green initiatives on campus
- Bookstore and Usdan Store charges
- Miscellaneous departmental charges health insurance, laser printing, box office, replacement ID, etc.
- Miscellaneous fines library, parking, room damage charges, etc.

#### **CREDITS APPEARING** IN THE ACCOUNT CAN INCLUDE:

- Cash, check, and electronic check payments and College Savings Plan payments
- Monthly Payment
- Enrollment deposit
- Loan credits, such as Federal Direct Student, Federal Direct Parent PLUS, Federal Perkins and various private education loans
- Weslevan scholarships
- Scholarships from outside organizations
- Federal and state grants

country and any bank, generally in your home currency. By making payment through Flywire, you can track your payments, save on bank fees and exchange rates in more than 48 currencies, and contact their multilingual customer support team with any questions. To make payments, simply go to wesleyan.flywire.com. The University does not accept debit or credit card payments for undergraduate student accounts. Alternative payment options are as follows:

#### **MONTHLY PAYMENT PLAN (MPP)**

Many families choose to spread their payments out over the course of each semester, and the Wesleyan MPP provides that opportunity. This is an interest-free five-month payment plan each semester, administered by Tuition Management Systems (TMS). The plan begins August 1 for fall semester and January 1 for spring semester with payment due the first of every month through May. There is a \$45 enrollment fee per semester. TMS accepts payment by check or auto-debit for undergraduates. International students may utilize the plan via wire transfer. Inquiries about international wire transfers can be made by calling TMS at 800-205-4561. Enrollment for Fall 2017 begins July 12 at afford.com or by calling TMS at 800-205-4561. Spring 2018 enrollment begins January 4, 2018.

#### **OTHER PAYMENT OPTIONS**

Several independent organizations provide loan plans for parents and students to finance educational expenses on a monthly installment basis. While the University does not specifically endorse these plans, it believes that they offer attractive alternatives to lump-sum payment or to Wesleyan's Monthly Payment Plan and are worthy of consideration. For more information about any of these plans, please visit the Office of Financial Aid website (wesleyan.edu/finaid).

#### REFUNDS

The University does not make refunds of any credit balances automatically. A student must request a refund of credit balance in writing to the Student Accounts Office. A parent can request a refund only when the credit is due to a federal Direct PLUS loan. When a student leaves the University for any reason during a semester, a graduated refund schedule based upon the period of the student's enrollment determines the amount of the tuition refund. A copy of that schedule is available on the Student Accounts website.

The housing portion of the Residential Comprehensive Fee will be pro-rated according to the number of days of occupancy beginning with the date semester housing opens. Dining refunds will be based on the unused portion of the plan at the time of the withdrawal. An optional undergraduate tuition insurance program, which extends above Wesleyan's refund policy, is offered by A.W.G. Dewar, Inc. Application to Dewar must be made prior to the first day of class. For more information, visit collegerefund.com.

# OTHER ADMINISTRATIVE SERVICES AND RESOURCES

## **ONESTOP** | wesleyan.edu/onestop

OneStop provides you with 24-hour access to information important for success at Wesleyan. Look here first for help with enrollment, registration, advising and academic support, financial aid, billing, housing, student accounts, and WesCard.

## OFFICE OF ADMISSION | wesleyan.edu/admission | 860-685-3000

The Office of Admission values the relationship Wesleyan has with family members of current students. Each year, a twoday admission program is held for high school juniors to introduce them to the college admission process. Information on dates and the agenda will be available in the events calendar. Look for Wesleyan's Sons and Daughters program. Family Weekend is also a good time to attend information sessions in the Office of Admission or to take a student-led tour of the campus.

Should a sibling of a current student wish to schedule an interview or spend a night on campus, Sunday through Thursdays (seniors only), please call the Office of Admission at 860-685-3000. Interviews may also be scheduled online at wesleyan.edu/admission/apply/interviews.html.

## OFFICE OF FINANCIAL AID | wesleyan.edu/finaid | 860-685-2800 | finaid@wesleyan.edu

The Office of Financial Aid provides information and counseling on loans, campus-related student employment, and grant/scholarship programs. We also provide financial literacy tips as well as guidance on the financial implications involved with taking a leave of absence or studying abroad.

All correspondence and communication is done directly with the student, primarily through Wesleyan e-mail. Students who would like to discuss their financial matters in person are encouraged to schedule an appointment with a financial aid staff member. The Office of Financial Aid is open Mondays through Fridays, 8:30 a.m.–5 p.m.

## OFFICE OF THE REGISTRAR | wesleyan.edu/registrar

The Office of the Registrar is responsible for students' records, including their academic and nonacademic status, enrollment in the University, course registration, and grades. The office provides information on the academic calendar, deadlines, and course selection and distributes student schedules. It is responsible for WesMaps, the university online course catalog, and schedules. The office also publishes final exam schedules, provides transcripts, processes enrollment certification forms, and records transfer credits.

## OFFICE OF PUBLIC SAFETY | wesleyan.edu/publicsafety | EMERGENCY: 860-685-3333 | NON-EMERGENCY: 860-685-2345

The Office of Public Safety has trained officers, patrol personnel, and supervisors who patrol the campus on a 24-hour basis with a variety of patrol vehicles including bikes as well as patrols on foot. The director, associate director, and administrative assistant provide support and direction for the office's many functions and services to the community. There is also an investigative supervisor who coordinates the department's incident investigations. Although Public Safety personnel cannot complete a criminal arrest, they are well-trained in public safety and may refer individuals to the police department. Patrol individuals receive and maintain certification in CPR and First Aid as well as other areas related to Public Safety in a university setting. Public Safety's close professional relationship with the emergency services provided by the surrounding community is based on prompt communication, frequent interaction, and a high level of mutual respect. The police, fire, and ambulance services, as well as Middlesex Hospital, are all in close proximity to campus.

The mere presence of Public Safety personnel, however, cannot provide absolute security. Realistically, no society can be free of all crime, and Wesleyan, like other colleges and universities, is not immune to crimes present in the larger American society. The best defense against crime for the university community and individual members is prevention. Wesleyan urges all students to contribute to their individual and collective safety by taking precautions and by promptly reporting all criminal acts, suspicious circumstances, and accidents to the Office of Public Safety.

#### TO HELP PROMOTE STUDENT SAFETY ON CAMPUS:

- For rides around campus after dark, use the campus RIDE service (run out of Transportation Services). While it is still dark
  outside, Public Safety provides rides/escorts when the RIDE service is not running.
- If you must walk, it is safer to walk with others/in groups (safety in numbers).
- If you choose to walk alone, be alert to your surroundings and choose well-lit routes that are heavily traveled.
- Stay familiar with the location of the Blue Light Phones that are around campus.

#### STUDENT SERVICES OFFERED THROUGH THE DEPARTMENT OF PUBLIC SAFETY INCLUDE:

- Free loan of portable electric engravers to mark valuable property in order to deter theft and to facilitate the return of
  items lost or stolen
- · Registration of bicycles and personal property to expedite recovery if they are lost or stolen
- High-quality bike locks are available at a cost and can be charged to Student Accounts
- · Free whistles as part of our whistle safety program

#### SAFETY TIPS FOR YOUR STUDENTS' VALUABLES INCLUDE:

- Students should keep their room and exterior doors locked. They also should require identification from service people who seek access to a room for cleaning or repairs.
- Students should never leave belongings/valuables unattended or unsecured.
- Parents should check whether their homeowners insurance policies cover valuables owned by their sons and daughters; students whose family insurance policies do not cover their belongings while at the University often may have an extension rider added at little extra cost.

## EMERGENCY PREPAREDNESS SYSTEM wesleyan.edu/publicsafety/emergency-preparedness.html

As part of our emergency preparedness plan, Wesleyan has implemented a campuswide emergency notification system (BlackBoard Connect) to alert students, faculty, and staff of serious campuswide emergencies such as catastrophic weather, accident, or other life-threatening situations. This notification system will call pre-determined office, home, and cell phones, as well as send both text and e-mail messages. At the start of each school year, we will conduct a test message to students, faculty, and staff. More information about our Emergency Preparedness system can be found online.

## PARENT COMMUNICATION | wesleyan.edu | roth.blogs.wesleyan.edu | wesleyan.edu/parents

#### PARENT/GUARDIAN CONTACT INFORMATION

University Relations maintains parent contact information in order to keep you up to date on all things Wesleyan taking place on campus and in your local community. If parent or guardian contact information needs to be updated, please contact the Office of Alumni and Parent Relations at parents@wesleyan.edu.

#### **= EMERGENCY CONTACT INFORMATION**

Students are required to submit emergency contact information for two adults via their student E-portfolio. Students are also responsible for maintaining and updating this information. If a student is involved in an emergency situation, Wesleyan staff members will contact the adults listed as emergency contacts for the student.

#### MERIT PAGES

University Communications uses Merit Pages to celebrate student accomplishments and turn those achievements into a verified online profile—a Merit page—for every one of our students. Merit pages are updated when students win awards, are elected to honor societies, study abroad, and more. Through Merit, we'll also share these accomplishments with students' hometown media outlets, their families and high school. Students and parents may choose to opt out. More information is available at wesleyan.edu/communications/studentnews.html.

#### FERPA

Wesleyan administrators are constrained by the Family Educational Rights and Privacy Act of 1974, (as amended, it is commonly known as the Buckley Amendment) and cannot share certain information about a student unless the student has given permission (see <u>ed.gov/policy/gen/guid/fpco/ferpa</u>). In Wesleyan's interpretation, the terms of FERPA also extend to conversations with parents. Please contact the class deans with any questions about confidentiality.

In addition, the University has developed a separate policy statement on student records, as required by the FERPA. You can read more about Student Rights and Freedoms of Students outlined within the Student Handbook at wesleyan.edu/studentaffairs/studenthandbook.

### CAMPUS EMERGENCIES

For updates during an emergency situation, parents should visit the Wesleyan homepage, <u>wesleyan.edu</u>, and President Roth's blog, <u>roth.blogs.wesleyan.edu</u>. Additionally, the Office of Alumni and Parent Relations will often post e-mail messages sent to the on-campus community in the recent correspondence section of the Parents & Families website: <u>wesleyan.edu/parents</u>.

## **OFFICE OF UNIVERSITY RELATIONS**

wesleyan.edu/alumni wesleyan.edu/parents wesleyan.edu/give

The Office of University Relations develops and maintains a lifelong connection between Wesleyan and its alumni, parents, friends, and the local community. Members of the University Relations staff work on a variety of fundraising, engagement, and donor relations activities from office locations across campus, including 318 High Street, 330 High Street, 110 Mount Vernon Street, Horgan House, and North College.

#### ALUMNI AND PARENT RELATIONS

Alumni and Parent Relations staff are responsible for connecting undergraduate students, alumni, and parents with one another and the University. Through effective communication, on- and off-campus programming and events, engagement initiatives, and volunteer opportunities, APR seeks to deepen alumni and parent involvement with Wesleyan, while cultivating and sustaining a spirit of philanthropy and inspiring a lifelong sense of loyalty to and pride in the University.

As integral and vital members of the Wesleyan community, parents and families are invited to attend all Wesleyan events on campus and in their local community. Parents are also welcomed to host Wesleyan events; speak at WESeminars during Homecoming/Family Weekend and Reunion & Commencement Weekend; provide career networking assistance, internships, and jobs to students through the Gordon Career Center; and serve as parent ambassadors by welcoming new families to Wesleyan.

#### PARENT GIVING

Annual philanthropic support from parents, alumni, and friends helps to ensure continued academic excellence at Wesleyan. Each year, parents honor this tradition by making gifts to the Parents Fund, which allows Wesleyan to meet immediate operating needs and maintain accessibility to a broad range of talented and deserving students. Many other institutional priorities are achieved through the generosity of parents—both parents of current students and parents whose Wesleyan student has joined the ranks of our alumni. Among these priorities are curricular initiatives and other academic purposes, endowed internships and scholarships, new facility projects and building renovations, and athletics.

## TRAVEL TO WESLEYAN

#### BY AIR

Air connections can be made to Bradley International Airport, 15 miles north of Hartford and 35 miles from Middletown. Travelers may take a limousine to Hartford and arrange bus transportation from Union Station in Hartford to Middletown, or they may take a limousine from the airport to the Radisson Hotel in Cromwell, where they may arrange taxi service to the campus.

#### BY CAR

#### FROM HARTFORD AND POINTS NORTH:

 Take I-91 South to exit 22 for Route 9 southbound. At exit 15, turn right onto Route 66 West (Washington Street), turn left onto High Street.

#### FROM NEW HAVEN, NEW YORK AND POINTS SOUTH:

- Take I-95 North to I-91 North. At exit 18, take Route 691/66 East. Route 66 becomes Washington Street in Middletown. Take a right onto High Street.
- Or take I-95 north to the Merritt/Wilbur Cross Parkway (Route 15 North) to Route 66 Eastbound. Take a right onto High Street.

#### FROM BOSTON AND POINTS NORTHEAST:

- Take the Massachusetts Turnpike (I-90) West to exit 9 for I-84 West to Hartford. Take exit 57 over the Charter Oak Bridge and follow the signs to I-91 South. Take I-91 south to exit 22 for Route 9 Southbound. At exit 15, turn right onto Route 66 West (Washington Street), turn left onto High Street.
- Or take I-95 South through Providence, then take exit 69 to Route 9 North (approximately 26 miles to Middletown). At exit 15, turn left.

#### FROM WATERBURY AND POINTS WEST:

• Take I-84 East. Take exit 27 to Route 691/66 East. Route 66 becomes Washington Street in Middletown. Take a right onto High Street.

#### BY BUS OR TRAIN

- PETER PAN BUS LINE (800-343-9999; peterpanbus.com) stops in New Haven, with connections throughout the Northeast.
- METRO NORTH TRAIN LINE (800-638-7646; mta.info/mnr) connects from New York to New Haven.
- AMTRAK (800-USA-RAIL; <u>amtrak.com</u>) connects from New York to New Haven or Meriden.

#### WESLEYAN AIRPORT SHUTTLE

The Wesleyan Airport Shuttle provides limited service between Usdan University Center and Bradley International Airport at the beginning and ending of some major university breaks. The Transportation Services website at wesleyan.edu/transportation has the current schedule.

#### UNION STATION SHUTTLE

Wesleyan University offers a shuttle to New Haven on the weekends. Reservations are required. The RIDE program also provides shuttle services to New Haven and Meriden during the week with prior arrangements made at least three days in advance. For more information, see <u>wesleyan.edu/transportation/ride.html</u>.

#### ACCOMMODATIONS AND RESTAURANTS

See the Visitor's Guide for a listing of area accommodations and restaurants, wesleyan.edu/about.

The Wesleyan University Handbook for Parents & Families is published by the Office of Alumni and Parent Relations and is produced by the Office of University Communications.

## ACADEMIC CALENDAR

### FALL 2017 FIRST SEMESTER

AUGUS	т	
27	SUNDAY	New international undergraduate students arrive
30	WEDNESDAY	Class of 2021, new transfer, visiting, and exchange students arrive
SEPTEN	MBER	
1	FRIDAY	On-campus Enrollment Period for undergraduates begins
2	SATURDAY	University Housing open for all undergraduates, 9 a.m.
4	MONDAY	Classes begin; Drop/Add Period begins
4	MONDAY	On-campus Enrollment Period for undergraduates ends 5 p.m.
15	FRIDAY	Drop/Add Period ends, 5 p.m.
остов	ER	
13	FRIDAY	Last day to withdraw from 1st-quarter classes
20	FRIDAY	Fall break begins at the end of class day
25	WEDNESDAY	Fall break ends, 8 a.m.
NOVEN	IBER	
3–5	FRISUN.	HOMECOMING/FAMILY WEEKEND
21	TUESDAY	Thanksgiving recess begins at the end of classes
27	MONDAY	Thanksgiving recess ends, 8 a.m.
DECEM	BER	
1	FRIDAY	Last day to withdraw from full-semester and 2nd-quarter classes
8	FRIDAY	Undergraduate and graduate classes end
9–12	SATTUES.	Reading Period
12-16	TUESSAT.	Undergraduate final examinations
17	SUNDAY	University housing closes, noon

#### **SPRING 2018 SECOND SEMESTER**

JANUAI	RY	
2	TUESDAY	All fall 2017 grades submitted to the Registrar's Office
22	MONDAY	On-campus Enrollment Period for undergraduates begins
23	TUESDAY	University housing opens for all undergraduates, 9 a.m.
25	THURSDAY	Classes begin; Drop/Add Period begins
25	THURSDAY	On-campus Enrollment Period for undergraduates ends
FEBRUA	RY	
7	WEDNESDAY	Drop/Add Period for undergraduates ends, 11:59 p.m.
MARCH		
2	FRIDAY	Last day to withdraw from 3rd-quarter classes
9	FRIDAY	Midsemester recess begins at the end of class day
26	MONDAY	Midsemester recess ends, 8 a.m.
26	MONDAY	4th-quarter classes begin
MAY		
2	WEDNESDAY	Last day to withdraw from full-semester and 4th-quarter classes
9	WEDNESDAY	Undergraduate and graduate classes end
10-14	THURSMON.	Reading Period
15–18	TUESFRI.	Undergraduate final examinations
19	SATURDAY	University housing closes, noon
24–27	THURSSUN.	REUNION & COMMENCEMENT 2018
27	SUNDAY	186th COMMENCEMENT







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